

Return this completed form and all attachments to:
WV Ethics Commission 210
Brooks Street, Ste 300
Charleston, WV 25301
Phone: (304) 558-0664
Or to:
rachel.y.carpenter@wv.gov

Disclosure of Lobbying Contracts by State Agencies, Municipalities, Counties, and School Districts



Beginning on July 1, 2022, pursuant to W. Va. Code § 6B-3-10, every state agency, municipality, county, and school district in West Virginia that contracts for lobbying services shall disclose, and when applicable provide copies of, the information requested below to the West Virginia Ethics Commission. If you have questions about completing this form, please contact the Ethics Commission at (304) 558-0664 or email ethics@wv.gov.

This is a public document that will be made available to the public. Please do not include (or redact) confidential information.

State Agency, Municipality, County, or School District with Lobbying Contract(s)

- ▶ Governmental Agency Submitting Form Kanawha County Emergency Ambulance Authority
- ▶ Address 601 Brooks Street Charleston, WV 25301
- ▶ Name of Authorized Representative Monica Mason, Executive Director

1. Contract Details

- ▶ Name of party(ies) to the Contract providing Lobbying Services TSG Consulting II, LLC
- ▶ Effective Date of Contract and Any Applicable Extension Dates 8/3/2022
- ▶ Duration of Contract August 1, 2022 - June 30, 2023 then month to month
- ▶ Payment and Reimbursement Terms of Contract Please see attached

2. Copy of Contract for Lobbying Services

- ▶ Copy of Contract for Lobbying Services Attached ☒ Yes ☐ No

3. Costs for Lobbying Services

► List all costs to be paid or reimbursed, or already paid or reimbursed, for lobbying services associated with or related to the contract for lobbying services, **including itemized** expenses such as dinners, meals, or events (attach additional pages if needed). You may wait until July 1, 2023, to file the itemized expenses that are incurred from July 1, 2022, through July 1, 2023.

TSG Consulting 8/18/22 - 6/5/2023 \$ 7,615.80

See attached breakdown

4. Identities of Individuals or Entities

► List the identities of any individuals or entities (if any) engaging in activities pursuant to the contract for lobbying services that may require the individual or entity to register as a lobbyist (per W. Va. Code § 6B-3-1). (Do not list lobbyists or lobbying firms if they are already disclosed in question no. 1.)

Phil Shamer & Tom Swann

On July 1, 2023, and on July 1 of each year thereafter, every state agency, municipality, county, and school district in the state that has contracted for lobbying services in the preceding year shall report to the Ethics Commission. H. B. 3220 (2022 Regular Session)

LETTER OF AGREEMENT

August 3, 2022

Pursuant to our recent conversations, Kanawha County Emergency Ambulance Authority (the client) agrees to engage **TSG Consulting II, LLC** (the agency) as a consultant in West Virginia to provide state government relations consultation and related services. Specifically, TSG will assist the client in interfacing with state legislators and policy makers regarding EMS and healthcare issues. In some instances, the agency may be asked to provide public relations services and strategic advice.

West Virginia state law defines a lobbyist as *"a person who, through communication with a government officer or employee, promotes, advocates or otherwise attempts to influence legislation, rules or regulations (W.Va. Code § 6B-3-1)."* Therefore, Tom Susman and Phil Shimer of TSG Consulting II, LLC will register with the West Virginia Ethics Commission as **client's** lobbyists and will be responsible for filing all reports required by the Commission.

TSG Consulting II, LLC is not an employee of **the client**. TSG Consulting is a contractor to the client and will not engage lawmakers or other on behalf of **client** without the permission of the client. TSG Consulting will work with the legislature and the executive branch regarding the legislation, rules or regulations that are of importance to the client.

The agency shall provide the services usually rendered by a state government relations firm and will represent the client before the West Virginia Legislature, executive branch, and other state government agencies and regulatory bodies. The agency agrees to use reasonable efforts to satisfy the requirements of the client for government relations services by, among other things, 1) engaging relevant members of the legislature, governor's office, and state agencies as needed, 2) working as necessary to meet requirements of the client, 3) providing advice on health and regulatory matters as requested and, 4) providing other services as requested by the client. Prior to engaging in outreach to governmental officials the agency will seek the approval of the client to the degree possible.

The retainer for these services will be invoiced on an hourly basis subject to the following schedule:

Tom Susman, Partner \$150 per hour

Phil Shimer, Of Counsel \$140 per hour

Jim Wallace PR Services \$75 per hour

Hours worked by the agency will be billed monthly and will include a description of the services provided. During the entire term of this Agreement, any additional out-of-pocket expenses will be pre-approved by the client. Ordinary office expenses and local commuting will be the sole responsibility of the agency.

The term of this contract shall be for period starting August 1, 2022 and ending June 30, 2023 and shall continue on a month to month basis after June 30, 2023. Either party may cancel this agreement with a 30-day notice.

8/18/2022
AP-001048
00TSG TSG Consulting
93.75

10/17/2022
AP-000009
00TSG TSG Consulting
550.00

10/31/2022
AP-000012
00TSG TSG Consulting
100.00

2/28/2023
CB-000000
IN *TSG CONSULTING II
1,812.50

3/31/2023
CB-000000
IN *TSG CONSULTING II
1,650.00

4/30/2023
CB-000000
IN *TSG CONSULTING II
3,134.55

6/8/2023
AP-000098
00TSG TSG Consulting
275.00

Total

7,615.80

Agreed to by Client

Signed by

Title

Agreed to by Agency

Signed by

Title