

**MINUTES OF THE FEBRUARY 5, 2015  
MEETING OF THE WEST VIRGINIA ETHICS COMMISSION**

The February 5, 2015, meeting of the West Virginia Ethics Commission was called to order in the Commission's Office, located at 210 Brooks Street, Charleston, West Virginia, at 10:00 a.m., by Chairperson Robert Wolfe. Present in person at the meeting were Commissioners Betty S. Ireland, Suzan Singleton, Terry Walker, and Robert Wolfe. Commissioners Jack Buckalew, Karen Disibbio, Michael Greer, and Monté Williams participated by telephone. Commissioner Lawrence Tweel was absent. Executive Director Rebecca L. Stepto, General Counsel Kimberly B. Weber, Deputy General Counsel Meridith O. Johnstone, Staff Attorney Benjamin Visnic, and Special Assistant to the Executive Director M. Ellen Briggs, all from the Commission staff, were present.

WHEREUPON, Chairperson Wolfe asked for approval of the January 8, 2015, Commission meeting minutes.

WHEREUPON, Commissioner Singleton made a motion to approve the minutes, and Commissioner Ireland gave a second. The motion passed unanimously.

WHEREUPON, Chairperson Wolfe reported that the Employment Exemption request of Letitia E. Tierney, M.D., was removed from the agenda because Dr. Tierney's last date of employment with the State of West Virginia was December 31, 2014, rendering the request moot.

WHEREUPON, Chairperson Wolfe set forth the next Commission meeting for March 5, 2015. The following 2015 proposed dates for Commission meetings were discussed, noting that the dates are subject to change:

April 2	September 3
May 7	October 1
June 4	November 5
July 2	December 3
August 6	

WHEREUPON, Chairperson Wolfe called upon Ms. Stepto to give a recap of the previous month.

Ms. Stepto reported that the hearing on the complaint against William Perry, the former Chief Deputy Assessor in the Monongalia County Assessor's Office, was held on January 26-27, 2015. The Ethics Commission will receive the ALJ's recommended Decision on April 10, 2015. The case will likely be ready for a ruling by the Commission at its May 2015 meeting.

Ms. Stepto reported that after some issues with online filing, staff has sent Financial Disclosure forms to all prior filers. Staff is reviewing completed Disclosures to ensure that all questions have been answered. As of today's date, 103 forms have

been returned to filers for completion. Also, as of today's date, 1,423 paper Disclosures have been received and 410 have filed online (compared with 171 online filers in 2014).

A report was given by Ms. Stepto that the Supplemental Lobbyist Directory arrived on January 28, 2015. Paper copies of the initial Directory and Supplemental Directory are available in the Commission's reception area.

Ms. Stepto reported that the composite report of lobbyists' spending from the activity reports which they filed on January 15, 2015, is being compiled. Those reports were for lobbying activities during the last four months of 2014.

Ms. Stepto reported that the Department of Administration's Purchasing Division audited ten of the Commission's purchases from the 2013-14 fiscal year. Some documentation and related issues were identified, which will be corrected on contracts during this fiscal year.

A report was given by Ms. Stepto that staff trained 99 individuals, including new legislators and lobbyists, during four separate sessions in Charleston in January 2015.

Ms. Stepto reported that revisions to the Commission's home page of the website have been made to provide "News and Announcements." Changes are made as needed to focus on deadlines and news relating to lobbyists, financial disclosures, and complaint-related matters.

WHEREUPON, Chairperson Wolfe called upon Mr. Visnic to present Advisory Opinion 2015-02 for consideration.

WHEREUPON, Mr. Visnic presented Advisory Opinion 2015-02 to the Commission for consideration. After discussion, a motion was made by Commissioner Singleton to approve the draft Opinion, and Commissioner Walker seconded. The motion passed, with Commissioner Greer opposed.

WHEREUPON, Chairperson Wolfe called upon Ms. Johnstone to present Advisory Opinion 2015-03.

WHEREUPON, Ms. Johnstone presented Advisory Opinion 2015-03 to the Commission for consideration. After discussion, a motion was made by Commissioner Singleton to approve the draft Opinion, and Commissioner Walker seconded. The motion passed unanimously. The Commission instructed staff to contact the requester suggesting that he/she provide a copy of this Advisory Opinion to his/her supervisor.

WHEREUPON, Chairperson Wolfe called upon Mr. Visnic to present Advisory Opinion 2015-04 for consideration.

WHEREUPON, Mr. Visnic presented Advisory Opinion 2015-04 to the Commission for consideration. After discussion, a motion was made by Commissioner Ireland to approve the draft Opinion, and Commissioner Singleton seconded. The motion passed unanimously.

WHEREUPON, Chairperson Wolfe called upon Ms. Weber to present Contract Exemption 2015-01.

WHEREUPON, Ms. Weber presented Contract Exemption 2015-01 for consideration. After discussion, a motion was made by Commissioner Singleton to approve the draft Opinion, and Commissioner Ireland seconded. The motion passed unanimously.

WHEREUPON, Ms. Stepto presented Employment Exemption 2015-01 requested by William A. Youse, Technical Analyst Trainee, Public Service Commission; Employment Exemption 2015-02 requested by Bradley C. Swiger, Environmental Inspector Supervisor, West Virginia Department of Environmental Protection; Employment Exemption 2015-03 requested by Dave Gilbert, Inspector Specialist, West Virginia Department of Environmental Protection/Office of Oil and Gas; and Employment Exemption 2015-04 requested by Ryan P. Curry, Financial Institution Examiner, Senior, West Virginia Division of Financial Institutions. After discussion, Commissioner Ireland made a motion that Employment Exemptions 2015-01, 2015-02, 2015-03, and 2015-04 all be approved. Commissioner Walker gave a second, and the motion carried.

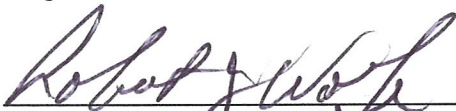
WHEREUPON, Chairperson Wolfe called upon Ms. Stepto to present miscellaneous matters.

WHEREUPON, the Commission reviewed and Ms. Stepto explained purchases on the P-Card monthly report. The Commission discussed the charges related to lobbyists' badges, and suggested that the Department of Administration be contacted to share costs associated with the processing of lobbyist registrations.

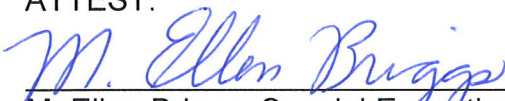
Ms. Stepto reported on a request from Lobbyist Robert "Bobby" Bower for waiver of his \$20 late fee. It was the suggestion of staff, and so moved by Commissioner Ireland, that Mr. Bower's \$20 late fee be waived due to unforeseen circumstances. Commissioner Singleton gave a second, and the motion carried.

Chairperson Wolfe stated there were no more items for discussion. Commissioner Singleton made a motion to adjourn, and Commissioner Ireland seconded. The meeting was adjourned.

The foregoing minutes of the West Virginia Ethics Commission were approved unanimously at the March 12, 2015, meeting.

  
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Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

  
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M. Ellen Briggs, Special Executive Assistant  
to the Executive Director  
West Virginia Ethics Commission