



## West Virginia Ethics Commission Meeting Agenda

210 Brooks Street, Third Floor Conference Room  
Charleston, West Virginia 25301

**October 6, 2016  
10:00 a.m.**

1. Approve **Minutes** of September 1, 2016, Meeting

2. Meeting Dates for 2016

November 3

December 1

3. Recap of Previous Month (Ms. Stepto)

4. Proposed Meeting Dates for 2017

January 5

February 2

March 2

April 6

May 4

June 1

July 6

August 3

September 7

October 5

November 2

December 7

5. Respond to Employment Exemption Requests

**EE 2016-28** Karen L. Bowling, Cabinet Secretary, West Virginia  
Department of Health and Human Resources

**EE 2016-29** Mark Matkovich, Tax Commissioner, West Virginia  
State Tax Department

**EE 2016-30** Robert W. Wilson, Environmental Resources Analyst,  
West Virginia Department of Environmental Protection, Division of  
Mining and Reclamation

**EE 2016-31** Robert E. Roswall, Commissioner, West Virginia Bureau  
of Senior Services

**EE 2016-32** John F. Herholdt, Jr., Director, Division of Energy, West Virginia Department of Commerce

**EE 2016-33** Robert S. Kiss, Cabinet Secretary, West Virginia Department of Revenue

**EE 2016-34** Dixie M. Billheimer, Chief Executive Officer, West Virginia Center for Professional Development

**EE 2016-35** Jennelle H. Jones, Deputy General Counsel, West Virginia Department of Administration

**EE 2016-36** Jeremiah Samples, Deputy Secretary, West Virginia Department of Health and Human Resources

6. Respond to Advisory Opinion Request

**AO 2016-13** (Ms. Weber)

A **City Council member** who serves on the City's Planning Commission asks whether she may vote or otherwise participate in matters pertaining to the development of land that a neighborhood association of which she is a member opposes.

7. Respond to Contract Exemption Requests

**CE 2016-03** (Mr. Knopp)

The **City of Belington** requests a Contract Exemption to allow it to use its Mayor's wrecker service for the towing and impoundment of vehicles.

**CE 2016-04** (Mr. Knopp)

The **Town of Rowlesburg** requests a Contract Exemption to allow it to accept a loan from its Mayor, Barbara Banister, in the amount of \$54,637.94.

**CE 2016-05** (Ms. Kirk)

The **Sheriff of Hardy County** requests an exemption to purchase emergency lighting equipment for the office's cruisers from a business owned by one of his deputies. He further requests an exemption to make future purchases at this business and at another business in which the employee has an ownership interest.

8. Miscellaneous

Approve P-Card Monthly Report

9. Adjourn