

**Minutes of the November 3, 2016  
Meeting of the West Virginia Ethics Commission  
Personnel Committee**

The November 3, 2016, meeting of the West Virginia Ethics Commission Personnel Committee was called to order in the Commission's office at 210 Brooks Street, Charleston, West Virginia, at 9:15 a.m., by Committee Chairperson Betty S. Ireland. Present in person at the meeting were Committee Chairperson Ireland and Ex-Officio Committee Member Robert J. Wolfe. Committee Members Karen Disibbio and Terry Walker were present via teleconference. Commission Members Suzan Singleton and Lawrence Tweel were also present in person at the meeting. Executive Director Rebecca L. Stepto and Special Assistant to the Executive Director M. Ellen Briggs, both from the Commission staff, were present.

WHEREUPON, Committee Chairperson Ireland asked for approval of the Personnel Committee meeting minutes from March 21, 2016.

WHEREUPON, Committee Member Disibbio made a motion to approve the minutes of the March 21, 2016, meeting. Committee Member Wolfe gave a second, and the motion passed.

WHEREUPON, a motion was made by Committee Member Disibbio that the Committee go into Executive Session pursuant to W.Va. Code § 6-9A-4(b)(2)(A), relating to matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee unless the public officer or employee or prospective public officer or employee requests an open meeting. A second was given by Committee Member Walker, and the motion carried. Ms. Briggs left the meeting room.

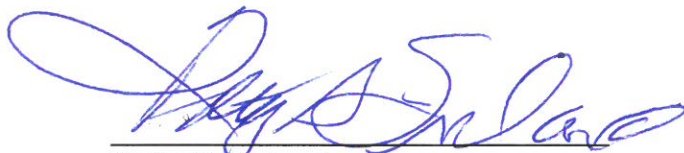
WHEREUPON, the Committee returned to Public Session. Ms. Briggs returned to the meeting room.

WHEREUPON, a motion was made by Committee Member Disibbio that the Personnel Committee accept the employee evaluations of Theresa Kirk and Derek Knopp as presented and that Ms. Briggs be given a \$2,500 yearly pay increase. Committee Member Walker seconded, and the motion carried.

WHEREUPON, Committee Chairperson Ireland stated there were no more items for discussion.

WHEREUPON, Committee Member Wolfe made a motion to adjourn, and Committee Member Walker seconded. The motion passed, and the meeting was adjourned.

The foregoing minutes of the West Virginia Ethics Commission Personnel Committee were approved at the January 13, 2017, meeting.



Betty S. Ireland  
Personnel Committee Chairperson  
West Virginia Ethics Commission

ATTEST:



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