West Virginia Ethics Commission  
Meeting Agenda  
210 Brooks Street, Third Floor Conference Room  
Charleston, West Virginia 25301  

September 1, 2016  
10:00 a.m.

1. Approve Minutes of August 4, 2016, Meeting

2. Meeting Dates for 2016
   October 6
   November 3
   December 1

3. Recap of Previous Month (Ms. Stepto)

4. Respond to Employment Exemption Requests (Ms. Stepto)

**EE 2016-22**  
Carolyn L. Stuart, Ph.D., Executive Director of HHOMA, West Virginia Office of the Governor

**EE 2016-23**  
Jacqueline A. Proctor, Deputy Commissioner, West Virginia Bureau of Senior Services, West Virginia Office of the Governor

**EE 2016-24**  
Joseph C. Thornton, Cabinet Secretary, West Virginia Department of Military Affairs and Public Safety

**EE 2016-25**  
Peter G. Markham, General Counsel and Deputy Chief of Staff, West Virginia Office of the Governor
4. Respond to Employment Exemption Requests - continued

EE 2016-26
Kay Goodwin, Cabinet Secretary, West Virginia Department of Education and the Arts

EE 2016-27
Martha B. McKee, Deputy Cabinet Secretary, West Virginia Department of Education and the Arts

5. Respond to Advisory Opinion Request

AO 2016-12 (Ms. Weber)
A County Prosecutor asks whether it is permissible for the County Commission to purchase a building from the Requester’s mother-in-law to be used as office space for the Office of the Prosecuting Attorney.

6. Respond to Contract Exemption Request

CE 2016-02 (Ms. Kirk)
The Wyoming County Health Department requests an extension of Contract Exemption 2014-02 to allow it to continue contracting with Family Healthcare Associates, Inc.

7. Miscellaneous

(a) Review and Approve P-Card Monthly Report
(b) Review and Approve Revised Guidelines

8. Adjourn