



## **West Virginia Ethics Commission Meeting Agenda**

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

**March 7, 2019  
10:00 a.m.**

1. Approve **Minutes** of February 7, 2019, Meeting
2. Meeting Dates for 2019

April 4  
May 2  
June 6  
July 11  
August 1  
September 5  
October 3  
November 7  
December 5

3. Recap of Previous Month (Ms. Stepto)
4. Respond to Employment Exemption Requests (Ms. Stepto)

### **EE 2019-21**

Charles "Neal" Vance IV, Executive Director, Department of Transportation, Public Port Authority

### **EE 2019-22**

Keith Loar, Area Construction Supervisor, Department of Transportation, Division of Highways

### **EE 2019-23**

Lawrence E. Heater, Transportation Worker 3, Department of Transportation, Division of Highways

### **EE 2019-24**

Erin K. Hunter, Acting Deputy Commissioner (temporary) and General Counsel, Offices of the Insurance Commissioner

5. Respond to Advisory Opinion Requests

**AO 2019-03** (Mr. Knopp)

A **County School Superintendent** asks whether teachers may prearrange relatives to substitute teach in their absence or place relatives on a preferred list of substitutes for their classroom.

**AO 2019-04** (Ms. Kirk)

A **City** which purchases equipment and supplies for a volunteer fire department asks whether it may make the purchases from a business owned by a person who serves as the Fire Chief for both the City and the VFD.

**AO 2019-05** (Ms. Weber)

The **Director of an office at a state public university** asks whether she is required to file annual Financial Disclosure Statements with the Ethics Commission.

**AO 2019-06** (Mr. Knopp)

A **County Commission** asks whether all three of its members may serve as three of the five members of a County Parks and Recreation Authority.

**AO 2019-07** (Mr. Knopp)

A **County Commission** asks whether it may appoint one of its members to serve on a County Emergency Services Authority.

6. Respond to Contract Exemption Request

**CE 2019-01** (Ms. Kirk)

The **Wyoming County Health Department** requests an extension of Contract Exemption 2018-04 to allow it to continue contracting with Family Healthcare Associates Inc.

7. Review and approve P-card monthly report (Ms. Stepto)

8. Adjournment