

# West Virginia Ethics Commission

## Meeting Minutes

April 2, 2020

The April 2, 2020, meeting of the West Virginia Ethics Commission was called to order in the Commission's office at 210 Brooks Street, Charleston, West Virginia, at 10:00 a.m. by Chairperson Robert J. Wolfe. The majority of Commissioners and staff members attended via telephone due to the Coronavirus pandemic.

### Present

Robert J. Wolfe, Commission chairperson  
Lindsey Ashley, Commission member (by telephone)  
Lynn Davis, Commission member (by telephone)  
Karen Disibbio, Commission member (by telephone)  
Robert Harman, Commission member (by telephone)  
Suzan Singleton, Commission member (by telephone)  
Larry Tweel, Commission member (by telephone)  
Terry Walker, Commission member (by telephone)  
Monté Williams, Commission member (by telephone, for a portion of the meeting)  
Rebecca L. Stepto, Executive Director (by telephone)  
Kimberly B. Weber, General Counsel (by telephone)  
Andrew R. Herrick, Staff Attorney (by telephone)  
Theresa M. Kirk, Staff Attorney  
Derek A. Knopp, Staff Attorney (by telephone)  
M. Ellen Briggs, Special Assistant to the Executive Director

### Approval of minutes

Mr. Harman made a motion to approve the minutes of the Commission's March 5, 2020, meeting. Ms. Disibbio seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – not present  
Wolfe – aye

## Recap of previous month

Ms. Stepto provided a summary of news and developments relating to the Ethics Commission during the previous month.

## Employment Exemptions

### EE 2020-14

Marvin W. Carder, Jr., District 6, Construction, Area Supervisor, Department of Transportation, Division of Highways

### EE 2020-15

Keith Woodruff, Transportation Engineering Technician, Department of Transportation, Division of Highways

### EE 2020-16

Michael R. Jones, Chemist III, Department of Transportation, Division of Highways

### EE 2020-17

John E. Taylor, Assistant Director, Logistics & Technology, Department of Transportation, Division of Highways

Ms. Davis moved that Employment Exemptions 2020-14, 2020-15, 2020-16, and 2020-17 be ratified. Mr. Harman seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – not present  
Wolfe – aye

## Advisory Opinion 2020-06

Mr. Wolfe called upon Mr. Herrick to present Advisory Opinion 2020-06 to the Commission for consideration. Mr. Herrick presented the proposed Advisory Opinion. Ms. Disibbio made a motion that the Advisory Opinion be approved as presented. Ms. Ashley seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye

Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – not present  
Wolfe – aye

### **Advisory Opinion 2020-07**

Mr. Wolfe called upon Ms. Kirk to present Advisory Opinion 2020-07 to the Commission for consideration. Ms. Kirk presented the proposed Advisory Opinion. Ms. Disibbio made a motion that the Advisory Opinion be approved as presented. Mr. Harman seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – not present  
Wolfe – aye

### **Advisory Opinion 2020-08**

Mr. Wolfe called upon Mr. Knopp to present Advisory Opinion 2020-08 to the Commission for consideration. Mr. Knopp presented the proposed Advisory Opinion. Ms. Singleton made a motion that the Advisory Opinion be approved as presented. Ms. Disibbio seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – not present  
Wolfe – aye

**Approve P-card monthly report**

Mr. Williams joined the meeting. The Commission reviewed purchases on the P-card monthly report for February 2020. Ms. Davis moved that the report be accepted as presented. Mr. Harman seconded the motion, which passed as follows:

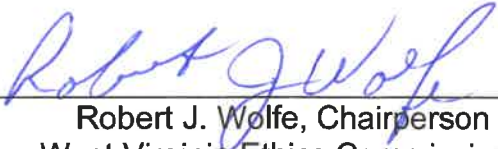
- Ashley – aye
- Davis - aye
- Disibbio - aye
- Harman - aye
- Singleton - aye
- Tweel - aye
- Walker - aye
- Williams – aye
- Wolfe – aye

**Adjournment**

Ms. Disibbio made a motion to adjourn, and Ms. Singleton seconded the motion. The motion passed unanimously, and the meeting was adjourned.

- Ashley – aye
- Davis - aye
- Disibbio - aye
- Harman - aye
- Singleton - aye
- Tweel - aye
- Walker - aye
- Williams – aye
- Wolfe – aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission’s May 7, 2020, meeting.

  
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Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

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