

West Virginia Ethics Commission

Meeting Minutes July 2, 2020

The July 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
Lynn Davis, Commission member (by telephone)
Karen Disibbio, Commission member (by telephone)
Robert Harman, Commission member (by telephone)
Suzan Singleton, Commission member (by telephone)
Terry Walker, Commission member (by telephone)
Monté Williams, Commission member (by telephone)
Rebecca L. Stepto, Executive Director (by telephone)
Kimberly B. Weber, General Counsel
Theresa M. Kirk, Staff Attorney (by telephone)
Derek A. Knopp, Staff Attorney (by telephone)
M. Ellen Briggs, Special Assistant to the Executive Director

Absent

Lindsey Ashley, Commission member

Agenda change

Mr. Wolfe requested a change in the order of the agenda to move agenda item AO 2020-10 to the end of the agenda after the P-card report to accommodate a Commissioner's conflict of interest. The full Commission concurred.

Approve minutes

Mr. Harman made a motion to approve the minutes of the Commission's June 4, 2020, meeting. Ms. Singleton seconded the motion, which passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Wolfe - abstained

Recap of previous month

Mr. Williams joined the meeting. Ms. Stepto provided a summary of news and developments relating to the Ethics Commission during the previous month. She reported that Mr. Tweel resigned from the Commission effective June 30, 2020. Due to Mr. Tweel's resignation, Mr. Wolfe appointed the following Open Governmental Meetings Committee members:

Lynn Davis, Chairperson
Suzan Singleton
Montè Williams
Lindsey Ashley (alternate)
Robert Harman (alternate)

Appoint General Counsel Kimberly B. Weber as Interim Executive Director

Mr. Wolfe reported that Ms. Stepto is retiring effective July 31, 2020, and that an interim Executive Director must be appointed. A motion was made by Ms. Singleton that Ms. Weber be appointed as Interim Executive Director effective August 1, 2020. Mr. Harman gave a second, and an opportunity for discussion was given by Mr. Wolfe. The motion passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Williams - aye
Wolfe - aye

Contract Exemption 2020-05

Mr. Wolfe called upon Ms. Kirk to present Contract Exemption 2020-05 to the Commission for consideration. Ms. Kirk presented the proposed Contract Exemption. Ms. Singleton made a motion that the Contract Exemption be approved as presented. Ms. Davis seconded the motion, which passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Williams - aye
Wolfe - aye

Resolution for former Commissioner Larry Tweel

Mr. Wolfe read the following Resolution in honor of Mr. Tweel:

WHEREAS, the West Virginia Ethics Commission honors Commissioner Lawrence J. Tweel for outstanding leadership and guidance to the West Virginia Ethics Commission;

WHEREAS, Commissioner Tweel faithfully and with honor, integrity and great distinction served on the West Virginia Ethics Commission;

WHEREAS, Commissioner Tweel is recognized as being a member of the West Virginia Ethics Commission from 2014 through 2020.

RESOLVED, that the West Virginia Ethics Commission formally acknowledges and extends its profound appreciation of Commissioner Tweel for his years of dedicated service to the State of West Virginia and the West Virginia Ethics Commission; and

RESOLVED FURTHER, that the original of this **RESOLUTION** be sent to Commissioner Tweel and that this **RESOLUTION** be recorded in the official minutes of the West Virginia Ethics Commission this 2nd day of July 2020.

A motion was made by Mr. Harman that the Resolution be approved. Ms. Singleton seconded the motion, which passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Williams - aye
Wolfe - aye

Resolution for retiring Executive Director Rebecca Stepto

Mr. Wolfe read the following Resolution in honor of Ms. Stepto:

WHEREAS, the West Virginia Ethics Commission honors Executive Director Rebecca L. Stepto for outstanding leadership and guidance to the West Virginia Ethics Commission;

WHEREAS, Ms. Stepto faithfully and with honor, integrity and great distinction served as the Executive Director of the West Virginia Ethics Commission;

WHEREAS, Ms. Stepto is recognized as being the Executive Director of the West Virginia Ethics Commission from 2014 through 2020.

RESOLVED, that the West Virginia Ethics Commission formally acknowledges and extends its profound appreciation of Ms. Stepto for her years of dedicated service to the State of West Virginia and the West Virginia Ethics Commission; and

RESOLVED FURTHER, that the original of this **RESOLUTION** be sent to Ms. Stepto and that this **RESOLUTION** be recorded in the official minutes of the West Virginia Ethics Commission this 2nd day of July 2020.

A motion was made by Ms. Singleton that the Resolution be approved. Mr. Harman seconded the motion, which passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Williams - aye
Wolfe - aye

Approve P-card Monthly Report

The Commission reviewed purchases on the P-card monthly report for May 2020. Ms. Singleton moved that the report be accepted as presented. Ms. Disibbio seconded the motion, which passed as follows:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Williams - aye
Wolfe - aye

Advisory Opinion 2020-10

Mr. Williams declared a conflict of interest in this matter and left the conference call. Mr. Wolfe called upon Mr. Knopp to present Advisory Opinion 2020-10 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. Davis seconded the motion. After discussion, a motion was made by Mr. Harman to amend the Opinion to commend the officer for his dedication and incredible bravery in fulfilling

his duty to protect and serve. Ms. Davis gave a second, and the motion carried as follows to approve the amendment:

Davis - aye
Disibbio - aye
Harman - aye
Singleton - nay
Walker - aye
Wolfe - aye

Mr. Wolfe called for the vote on Advisory Opinion 2020-10 as amended, and the motion carried as follows:


Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Wolfe - aye

Adjournment

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


Davis - aye
Disibbio - aye
Harman - aye
Singleton - aye
Walker - aye
Wolfe - aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's August 6, 2020, meeting.



Robert J. Wolfe, Chairperson
West Virginia Ethics Commission

ATTEST:



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