

# **West Virginia Ethics Commission**

## **Meeting Minutes September 2, 2021**

The September 2, 2021, 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. Commissioners and the public were invited to attend via telephone.

### **Present**

Robert J. Wolfe, Commission chairperson  
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)  
Kimberly B. Weber, Executive Director  
Theresa M. Kirk, General Counsel  
M. Ellen Briggs, Executive Assistant

### **Absent**

Lynn Davis, Commission member

### **Approve Minutes**

Mr. Harman made a motion to approve the minutes of the Commission's August 5, 2021, meeting. Ms. Singleton seconded the motion, which passed as follows:

Disibbio – aye  
Harman – aye  
Singleton – aye  
Walker – aye  
Williams – not present  
Wolfe – aye

### **Recap of Previous Month**

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

## **Employment Exemption Requests**

### EE 2021-17

Clifton E. Farley, III, Transportation Engineering Technician Senior,  
Department of Transportation, Division of Highways

### EE 2021-18

John C. Morrison, Highway Civil Rights Compliance Specialist,  
Department of Transportation, Division of Highways

### EE 2021-19

Evan L. Bailey, Transportation Engineering Technician Senior,  
Department of Transportation, Division of Highways

### EE 2021-20

Craig G. Cottrill, Transportation Engineering Technician Level III,  
Department of Transportation, Division of Highways

Ms. Singleton moved that Employment Exemptions 2021-17 to 2021-20 be ratified. Mr. Harman seconded the motion, which passed as follows:

Disibbio – aye  
Harman – aye  
Singleton – aye  
Walker – aye  
Williams – aye  
Wolfe – aye

## **Advisory Opinion 2021-20**

Mr. Wolfe called upon Ms. Kirk to present Advisory Opinion 2021-20 to the Commission for consideration. Mr. Williams declared a conflict of interest in this matter and left the meeting by disconnecting from the conference call. 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:

Disibbio – aye  
Harman – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

**Contract Exemption 2021-02**

Mr. Williams called back into the meeting. Mr. Wolfe called upon Ms. Weber to present Contract Exemption 2021-02 from the Town of Romney. Ms. Weber explained that all documents needed to complete the proposed Contract Exemption have not been received. If the requested documentation is received in time, the Exemption will be placed on the October 2021 Commission meeting agenda.

**Approve P-card Monthly Report**

The Commission reviewed the P-card monthly report for July 2021. A motion was made by Ms. Singleton to approve the report as presented. Ms. Disibbio seconded the motion, which passed as follows:

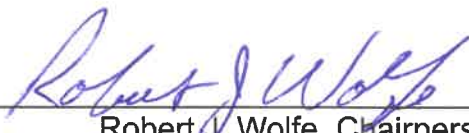
- Disibbio – aye
- Harman – aye
- Singleton – aye
- Walker – aye
- Williams – aye
- Wolfe – aye

**Adjournment**

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

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

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission’s November 4, 2021, meeting.

  
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 Robert J. Wolfe, Chairperson  
 West Virginia Ethics Commission

ATTEST:   
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 M. Ellen Briggs, Executive Assistant  
 West Virginia Ethics Commission