

# West Virginia Ethics Commission

## Meeting Minutes May 4, 2023

The May 4, 2023, 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 in person and via telephone.

### Present

Robert J. Wolfe, Commission chairperson  
Joshua Cottle, Commission member  
Lynn Davis, Commission member (by telephone)  
Karen Disibbio, Commission member (by telephone)  
Suzan Singleton, Commission member (by telephone)  
Terry L. Walker, Commission member (by telephone)  
Kimberly B. Weber, Executive Director  
Theresa M. Kirk, General Counsel  
M. Ellen Briggs, Executive Assistant  
Rachel Carpenter, Lobbyist Registrar

### Absent

Robert Harman, Commission member

### Introductions

Mr. Wolfe welcomed the Commission's Lobbyist Registrar, Rachel Carpenter, to the Commission staff. He also welcomed Joshua Cottle as a citizen member of the Commission.

### Approve Minutes

Ms. Davis made a motion to approve the minutes of the Commission's March 2, 2023, meeting. Ms. Disibbio seconded the motion, which passed as follows:

Cottle – abstained  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

## **Recap of Previous Month**

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

## **Employment Exemption Requests**

### **EE 2023-12**

Lovell R. Facemire, Transportation Engineer, Department of Transportation, Division of Highways

### **EE 2023-13**

Scott P. Boyd, Transportation Engineering Technician, Department of Transportation, Division of Highways

### **EE 2023-14**

James A. Rossi, Highway District Engineer/Manager, Department of Transportation, Division of Highways

### **EE 2023-15**

Mohammed A. Khan, Highway Engineer Senior, Assistant Director – Program Delivery, Department of Transportation, Division of Highways

### **EE 2023-16**

Gregory L. Bailey, Interim State Highway Engineer/Chief Engineer Operations, Department of Transportation, Division of Highways

### **EE 2023-17**

Anthony E. Clark, District Engineer, Department of Transportation, Division of Highways

### **EE 2023-18**

Adam J. Holliday, Highway Engineer Trainee II, Department of Transportation, Division of Highways

### **EE 2023-19**

Richard J. Diesenberg, Transportation Engineer Associate, Department of Transportation, Division of Highways

### **EE 2023-20**

Brian T. White, Construction Inspector, Department of Transportation, Division of Highways

### **EE 2023-21**

Dr. Keith R. Burdette, Superintendent of Schools, Mason County

**EE 2023-22**

Steven R. Holmes, Construction Project Supervisor, Department of Transportation, Division of Highways

**EE 2023-23**

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

**EE 2023-24**

Keith B. Woodruff, Highway Transportation Engineering Technician (HTRET), Department of Transportation, Division of Highways

**EE 2023-25**

Scott H. Billings, Transportation Engineering Technician, Department of Transportation, Division of Highways

**EE 2023-26**

Kimberly L. Stitzinger, Assistant Attorney General, Attorney General's Office

**EE 2023-27**

Michael S. Stanislawczyk, Construction Office Manager (TRETENO), Department of Transportation, Division of Highways

**EE 2023-28**

Paul M. Farley, Highway Engineer, Department of Transportation, Division of Highways

**EE 2023-29**

Jaime T. Adkins, Transportation Civil Rights Compliance Specialist Senior, Department of Transportation, Division of Highways

**EE 2023-30**

Kaleb Mitchell Owsley, Transportation Engineering Technician Associate, Department of Transportation, Division of Highways

Ms. Singleton moved that Employment Exemptions 2023-12 through 2023-30 be ratified. Ms. Disibbio seconded the motion, which passed as follows:

Cottle – aye  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

### **Approve P-card Monthly Reports**

The Commission reviewed the P-card monthly reports for February and March 2023. A motion was made by Ms. Singleton to approve the reports as presented. Mr. Cottle seconded the motion, which passed as follows:

Cottle – aye  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

### **Council on Governmental Ethics Laws (COGEL)**

Ms. Weber briefed the Commission on the opportunities available if the Commission joins the Council on Governmental Ethics Laws (COGEL). COGEL is a professional organization for government agencies working in ethics, freedom of information, lobbying, and open meetings. The membership dues are \$445 yearly and an annual conference is held. A motion was made by Mr. Walker that the Commission approve the use of the P-card for COGEL membership dues. Ms. Disibbio seconded the motion, which passed as follows:

Cottle – aye  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

### **Legislative Rule, Title 158, Series 12, Lobbying**

Ms. Kirk discussed the proposed amendments to Legislative Rule, Title 158, Series 12, Lobbying. She explained the process for filing the amended rule. A motion was made by Ms. Singleton that the Commission authorize staff to file the proposed amended rule for public comment. Mr. Cottle seconded the motion, which passed as follows:

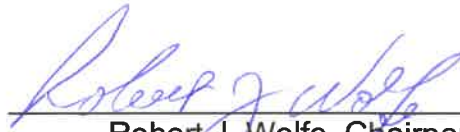
Cottle – aye  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

## Adjournment

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

Cottle – aye  
Davis – aye  
Disibbio – aye  
Singleton – aye  
Walker – aye  
Wolfe – aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's June 1, 2023, 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