

**West Virginia Ethics Commission
Open Governmental Meetings Committee**

**Meeting Minutes
April 4, 2024**

The April 4, 2024, meeting of the Open Governmental Meetings Committee was called to order in the Commission's office at 210 Brooks Street, Charleston, West Virginia, at 9:30 a.m. by Chairperson Lynn Davis.

Present

Lynn Davis, Committee chairperson (by telephone)
Suzan Singleton, Committee member (by telephone)
Terry Walker, Committee member
Kimberly B. Weber, Executive Director
Theresa M. Kirk, General Counsel
Andrew R. Herrick, Staff Attorney
M. Ellen Briggs, Executive Assistant

Approval of Minutes

Ms. Singleton made a motion to approve the minutes of the Committee's March 7, 2024, meeting. Mr. Walker seconded the motion, which carried as follows:

Davis – aye
Singleton – aye
Walker – aye

Open Meetings Advisory Opinion 2024-02

Ms. Davis called upon Mr. Herrick to present [Open Meetings Advisory Opinion 2024-02](#) to the Committee for consideration. Mr. Herrick reported on technical changes to the Opinion and presented the proposed Open Meetings Advisory Opinion. Ms. Singleton made a motion that the Open Meetings Advisory Opinion be approved as presented, with the mentioned technical changes. Mr. Walker seconded the motion, which passed as follows:

Davis – aye
Singleton – aye
Walker – aye

Guideline – The Open Meetings Act and Executive Session Q&A

Ms. Davis called upon Ms. Kirk to discuss the new guideline titled [The Open Meetings Act and Executive Sessions Q & A](#). After discussion and questions, a motion was made by Ms. Singleton, and seconded by Mr. Walker, that the proposed guideline be approved by the Committee. The motion carried.

Davis – aye
Singleton – aye
Walker – aye

Adjournment

Ms. Singleton made a motion to adjourn, and Mr. Walker seconded the motion. The motion carried as follows, and the meeting was adjourned.

Davis – aye
Singleton – aye
Walker – aye

The foregoing minutes of the West Virginia Ethics Commission’s Open Governmental Meetings Committee were approved at a regular meeting of the Committee on September 5, 2024.



Lynn Davis, Chairperson
Open Governmental Meetings Committee
West Virginia Ethics Commission

ATTEST:



M. Ellen Briggs, Executive Assistant
West Virginia Ethics Commission