

# **West Virginia Ethics Commission**

## **Meeting Minutes August 1, 2024**

The August 1, 2024, 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 Acting Chairperson Suzan Singleton, who was asked by Chairperson Wolfe to chair the meeting in his absence. Commissioners and the public were invited to attend in person, via video link, and via telephone.

### **Present**

Suzan Singleton, Acting Chairperson (virtual)  
D. Blake Carter, Jr., Commission member  
Lynn Davis, Commission member (by telephone)  
Karen Disibbio, Commission member (by telephone)  
Robert Harman, Commission member (by telephone)  
Terry L. Walker, Commission member (by telephone)  
Kimberly B. Weber, Executive Director  
Theresa M. Kirk, General Counsel  
John N. Ellem, Staff Attorney  
John E. Roush, Staff Attorney  
M. Ellen Briggs, Executive Assistant

### **Absent**

Joshua Cottle, Commission member  
Robert J. Wolfe, Commission chairperson

### **Call to Order**

Ms. Singleton requested that a roll call be taken. After the roll call was taken, Ms. Weber reported on a proposed agenda change. Item no. 8, Action on Complaints, VCRB 2022-02 Lillie Junkins, Vice Mayor, City of Clarksburg, and VCRB 2022-04 James E. Marino, Mayor, City of Clarksburg, will be considered at the September 2024 meeting of the Commission. The full Commission concurred with the change.

### **Approval of Minutes**

Mr. Carter made a motion to approve the minutes of the Commission's July 11, 2024, meeting. Mr. Harman seconded the motion, and the motion carried as follows:

Carter – aye  
Davis – aye  
Disibbio – aye

Harman – aye  
Singleton – aye  
Walker – aye

## **Recap of Previous Month**

Ms. Weber welcomed John N. Ellem, the Commission's new staff attorney, who began working with the Commission staff on July 29, 2024. Mr. Ellem introduced himself to the Commission.

## **Employment Exemption Requests**

Ms. Weber asked the Commission to ratify the following temporary employment exemptions that she had granted since the last Commission meeting.

### **EE 2024-52**

Timothy Sedosky, Assistant Division Director, Department of Transportation, Division of Highways

### **EE 2024-53**

Richard Aliff, Area Engineer/TRETCNO, Department of Transportation, Division of Highways

### **EE 2024-54**

Justin Cain, Maintenance Assistant, Department of Transportation, Division of Highways

### **EE 2024-55**

Natalie Ringer, TMNASST, Department of Transportation, Division of Highways

### **EE 2024-56**

Jeremiah Samples, Senior Advisor, Joint Committee on Government and Finance, West Virginia Legislature

Mr. Carter moved that Employment Exemptions 2024-52 through 2024-56 be ratified. Ms. Disibbio seconded the motion, and the motion carried as follows:

Carter – aye  
Davis – aye  
Disibbio – aye  
Harman – aye  
Singleton – aye  
Walker – aye

### **Advisory Opinion 2024-06**

Ms. Singleton called upon Mr. Roush to present [Advisory Opinion 2024-06](#) to the Commission for consideration. Mr. Roush presented the proposed Advisory Opinion. Mr. Carter made a motion that the Advisory Opinion be approved as presented. Ms. Disibbio seconded the motion, and the motion carried as follows:

Carter – aye  
Davis – aye  
Disibbio – aye  
Harman – aye  
Singleton – aye  
Walker – aye

### **Contract Exemption 2024-05**

Ms. Singleton called upon Ms. Weber to present [Contract Exemption 2024-05](#) to the Commission for consideration. Ms. Weber reported that Mary Hendrix, President of Shepherd University; Eric Lewis, member of the University's Board of Governors, and Alan Perdue, General Counsel for the University, were present virtually. Mr. Walker declared a conflict of interest in this matter and dropped from the call. Ms. Weber presented the proposed Contract Exemption. Mr. Carter made a motion that the Contract Exemption be approved as presented. Ms. Disibbio seconded the motion, and the motion carried as follows:

Carter – aye  
Davis – aye  
Disibbio – aye  
Harman – aye  
Singleton – aye

### **Approve Purchasing Card Monthly Report**

The Commission reviewed the purchasing card monthly report for June 2024. Ms. Weber reported that invoices were available for review and recommended that the purchases be approved. A motion was made by Mr. Carter to approve the report as presented. Ms. Disibbio seconded the motion, and the motion carried as follows:

Carter – aye  
Davis – aye  
Disibbio – aye  
Harman – aye  
Singleton – aye

## Adjournment

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

Carter – aye  
Davis – aye  
Disibbio – aye  
Harman – aye  
Singleton – aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's September 5, 2024, meeting.



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Suzan Singleton, Acting Chairperson  
West Virginia Ethics Commission

ATTEST:



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M. Ellen Briggs, Executive Assistant  
West Virginia Ethics Commission