

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

**Meeting Minutes  
March 7, 2024**

The March 7, 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)  
Robert Harman, Committee member (by telephone)  
Suzan Singleton, Committee member (by telephone)  
Terry Walker, Committee member  
Joshua Cottle, Alternate Committee member (by telephone)  
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 2, 2023, meeting. Mr. Walker seconded the motion, which carried as follows:

Davis – aye  
Harman – aye  
Singleton – aye  
Walker – aye

**Open Meetings Advisory Opinion 2024-01**

Ms. Davis called upon Mr. Herrick to present [Open Meetings Advisory Opinion 2024-01](#) to the Committee for consideration. Mr. Herrick presented the proposed Open Meetings Advisory Opinion and responded to questions from the Committee. Mr. Harman made a motion that the Open Meetings Advisory Opinion be approved as presented. Ms. Singleton seconded the motion, which passed as follows:

Davis – aye  
Harman – aye  
Singleton – aye  
Walker – aye

**Adjournment**

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

Davis – aye  
Harman – 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 April 4, 2024.



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

ATTEST:



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M. Ellen Briggs, Executive Assistant  
West Virginia Ethics Commission