

## **West Virginia Ethics Commission**

### **Meeting Minutes June 4, 2020**

The June 4, 2020, 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 Larry Tweel. The majority of Commissioners and staff members attended via telephone due to the Coronavirus pandemic. Mr. Tweel held a moment of silence in memory of Commissioner Robert Wolfe's wife, who passed away on May 15, 2020.

#### **Present**

Lindsey Ashley, Commission member (by telephone)  
Lynn Davis, Commission member (by telephone)  
Karen Disibbio, Commission member (by telephone)  
Robert Harman, Commission member (by telephone)  
Suzan Singleton, Commission member (by telephone)  
Larry Tweel, Commission member  
Terry Walker, Commission member (by telephone)  
Rebecca L. Stepto, Executive Director (by telephone)  
Kimberly B. Weber, General Counsel (by telephone)  
Andrew R. Herrick, Staff Attorney (by telephone)  
Theresa M. Kirk, Staff Attorney (by telephone)  
Derek A. Knopp, Staff Attorney  
M. Ellen Briggs, Special Assistant to the Executive Director

#### **Absent**

Monté Williams, Commission member  
Robert J. Wolfe, Commission chairperson

#### **Approve minutes**

Mr. Harman made a motion to approve the minutes of the Commission's May 7, 2020, meeting. Ms. Singleton seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

## **Recap of previous month**

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

## **Contract Exemption 2020-04**

Mr. Tweel called upon Mr. Knopp to present Contract Exemption 2020-04, which was requested by the Town of Reedsville, to the Commission for consideration. Mr. Knopp presented the proposed Contract Exemption. Ms. Singleton made a motion that the Contract Exemption be approved as presented. Ms. Davis seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

## **Approve modified Schedule and Guidelines**

Mr. Tweel called upon Ms. Stepto to give a summary of the proposed changes to the Commission's "Records Retention and Disposal Schedule." A motion was made by Ms. Singleton to approve the Schedule as presented. Mr. Harman seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

Mr. Tweel called upon Ms. Weber to give a summary of the proposed changes to the Commission Guideline entitled "How to Seek a Contract Exemption." A motion was made by Ms. Singleton to approve the Guideline as presented. Mr. Walker seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye

Tweel - aye  
Walker - aye

Mr. Tweel called upon Ms. Kirk to give a summary of the proposed changes to the Commission Guideline entitled "Gift Guidelines." A motion was made by Ms. Singleton to approve the Guideline as presented. Mr. Harman seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

Mr. Tweel called upon Ms. Weber to give a summary of the proposed changes to the Commission Guideline entitled "Prohibited Interest in a Public Contract." A motion was made by Ms. Singleton to approve the Guideline as presented. Mr. Walker seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

Mr. Tweel called upon Mr. Knopp to give a summary of the proposed changes to the Commission Guideline entitled "Public Officials' Use of Their Name or Likeness." A motion was made by Ms. Singleton to approve the Guideline as presented. Ms. Disibbio seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye

Mr. Tweel called upon Mr. Herrick to give a summary of the proposed changes to the Commission Guideline entitled "The Difference between Employment Exemptions and 'Revolving Door' Prohibitions." A motion was made by Ms. Singleton to approve the Guideline as presented. Ms. Davis seconded the motion, which passed as follows:

Ashley - aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye


### Adjournment

Ms. Singleton made a motion to adjourn, and Mr. Walker seconded the motion. The motion passed unanimously, and the meeting was adjourned.

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's July 2, 2020, meeting.

  
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Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

  
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M. Ellen Briggs, Special Assistant  
to the Executive Director  
West Virginia Ethics Commission