

## West Virginia Ethics Commission

### Meeting Minutes May 7, 2020

The May 7, 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 Chairperson Robert J. Wolfe. The majority of Commissioners and staff members attended via telephone due to the Coronavirus pandemic.

#### Present

Robert J. Wolfe, Commission chairperson  
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 (by telephone)  
Terry Walker, Commission member (by telephone)  
Monté Williams, Commission member (by telephone)  
Rebecca L. Stepto, Executive Director (by telephone)  
Kimberly B. Weber, General Counsel  
Andrew R. Herrick, Staff Attorney (by telephone)  
Theresa M. Kirk, Staff Attorney (by telephone)  
Derek A. Knopp, Staff Attorney (by telephone)  
M. Ellen Briggs, Special Assistant to the Executive Director

#### Approve minutes

Ms. Singleton made a motion to approve the minutes of the Commission's April 2, 2020, meeting. Mr. Harman seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - not present  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams - aye  
Wolfe – aye

## Recap of previous month

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

## Employment Exemptions

### EE 2020-18

Cameron E. Barkley, District 8, Area Construction Engineer, Department of Transportation, Division of Highways

### EE 2020-19

H. Jack Conley, Jr., Assistant Construction Engineer, Department of Transportation, Division of Highways

Ms. Singleton moved that Employment Exemptions 2020-18 and 2020-19 be ratified. Mr. Walker seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams - aye  
Wolfe – aye

## Advisory Opinion 2020-09

Mr. Wolfe called upon Ms. Weber to present Advisory Opinion 2020-09 to the Commission for consideration. Ms. Weber presented the proposed Advisory Opinion. Mr. Williams made a motion that the Advisory Opinion be approved as presented. Mr. Harman seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - nay  
Tweel - aye  
Walker - nay  
Williams – aye  
Wolfe – aye

### **Approve modified Guidelines**

Mr. Wolfe called upon Mr. Knopp to give a summary of the proposed changes to the Guideline entitled "Public Employee Recognition and Retirement Guidelines." A motion was made by Ms. Singleton to approve this Guideline as presented. Mr. Williams seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – aye  
Wolfe – aye

Mr. Wolfe called upon Ms. Stepto to give a report regarding the request to reissue the Guideline entitled "Door Prizes, Gifts and Giveaways at Conferences." A motion was made by Mr. Harman to reissue this Guideline as presented. Ms. Singleton seconded the motion, which passed as follows:

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – aye  
Wolfe – aye

### **Approve P-card monthly report**

The Commission reviewed purchases on the P-card monthly report for March 2020. Ms. Davis moved that the report be accepted as presented. Mr. Harman seconded the motion, which passed as follows:

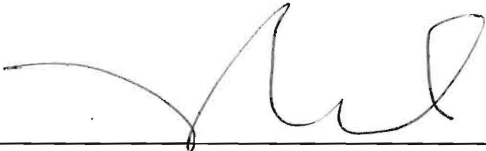
Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – aye  
Wolfe – aye

## Adjournment

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

Ashley – aye  
Davis - aye  
Disibbio - aye  
Harman - aye  
Singleton - aye  
Tweel - aye  
Walker - aye  
Williams – aye  
Wolfe – aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's June 4, 2020, meeting.



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Lawrence J. Tweel, Acting Chairperson  
West Virginia Ethics Commission

ATTEST:



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