

**Minutes of the September 5, 2019  
Meeting of the West Virginia Ethics Commission**

The September 5, 2019, 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 Lawrence J. Tweel. Also present in person was Commissioner Lynn Davis. Participating by telephone were Commissioners Lindsey Ashley, Karen Disibbio, Robert Harman, Suzan Singleton, Terry Walker and Monté Williams. Chairperson Robert J. Wolfe was absent. Executive Director Rebecca L. Stepto, General Counsel Kimberly B. Weber, Staff Attorney Andrew R. Herrick, Staff Attorney Theresa M. Kirk, and Special Assistant to the Executive Director M. Ellen Briggs, all from the Commission staff, were present.

WHEREUPON, Acting Chairperson Tweel asked for approval of the August 1, 2019, Commission meeting minutes.

WHEREUPON, Commissioner Singleton made a motion to approve the minutes of August 1, 2019. Commissioner Davis gave a second, and the motion passed.

WHEREUPON, Ms. Stepto gave a recap of the previous month.

WHEREUPON, Acting Chairperson Tweel called upon Ms. Stepto to present an Employment Exemption request.

WHEREUPON, Ms. Stepto presented Employment Exemption 2019-48 requested by Patrick W. Conrad, Senior Engineering Technician, Division of Highways, Department of Transportation. Commissioner Williams made a motion that Employment Exemption 2019-48 be ratified. Commissioner Singleton gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Mr. Herrick to present proposed Advisory Opinion 2019-18 for consideration.

WHEREUPON, Mr. Herrick presented proposed Advisory Opinion 2019-18. After discussion, a motion was made by Commissioner Harman to accept proposed Advisory Opinion 2019-18 as presented. Commissioner Davis gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Mr. Herrick to present proposed Advisory Opinion 2019-19 for consideration.

WHEREUPON, Mr. Herrick presented proposed Advisory Opinion 2019-19. After discussion, a motion was made by Commissioner Walker to accept proposed Advisory Opinion 2019-19 as presented. Commissioner Singleton gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Ms. Kirk to present proposed Advisory Opinion 2019-21 for consideration.

WHEREUPON, Ms. Kirk presented proposed Advisory Opinion 2019-21. After discussion, a motion was made by Commissioner Disibbio to accept proposed Advisory Opinion 2019-21 as presented. Commissioner Davis gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Ms. Weber to present proposed Advisory Opinion 2019-22 for consideration.

WHEREUPON, Ms. Weber presented proposed Advisory Opinion 2019-22. After discussion, a motion was made by Commissioner Davis to accept proposed Advisory Opinion 2019-22 as presented. Commissioner Singleton gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Ms. Weber to present proposed Advisory Opinion 2019-23 for consideration.

WHEREUPON, Ms. Weber presented proposed Advisory Opinion 2019-23. After discussion, a motion was made by Commissioner Harman to accept proposed Advisory Opinion 2019-23 as presented. Commissioner Davis gave a second, and the motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Mr. Herrick to present proposed Advisory Opinion 2019-24 for consideration.

WHEREUPON, Mr. Herrick presented proposed Advisory Opinion 2019-24. After discussion, a motion was made by Commissioner Singleton to accept proposed Advisory Opinion 2019-24 as presented. Commissioner Disibbio gave a second, and the motion carried.

WHEREUPON, the Commission reviewed purchases on the P-Card monthly report for July. Commissioner Disibbio moved, and Commissioner Singleton seconded, that the report be accepted. The motion carried.

WHEREUPON, Acting Chairperson Tweel called upon Mr. Herrick to summarize Open Meetings Advisory Opinion 2019-03, which was issued by the Open Governmental Meetings Committee on the morning of the Commission meeting.

WHEREUPON, Mr. Herrick reported that the Berkeley County Deputy Sheriffs Civil Service Commission asks whether the Open Meetings Act prohibits a quorum of its members from meeting with one another and with staff in private to discuss internal administrative matters. Mr. Herrick reported that in response, the Committee issued Open Meetings Advisory Opinion 2019-03.

WHEREUPON, Acting Chairperson Tweel stated there were no more items for discussion.

WHEREUPON, Commissioner Singleton made a motion to adjourn, and Commissioner Davis seconded. The motion passed, and the meeting was adjourned.

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's October 3, 2019, 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