

**Minutes of the October 3, 2019
Meeting of the West Virginia Ethics Commission**

The October 3, 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 Chairperson Robert J. Wolfe. Also present in person were Commissioners Karen Disibbio, Suzan Singleton, Lawrence J. Tweel, and Terry Walker. Participating by telephone were Commissioners Lindsey Ashley, Lynn Davis, Robert Harman, and Monté Williams. 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, Chairperson Wolfe asked for approval of the September 5, 2019, Commission meeting minutes.

WHEREUPON, Commissioner Tweel made a motion to approve the minutes of September 5, 2019. Commissioner Singleton gave a second, and the motion passed.

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

WHEREUPON, Chairperson Wolfe called upon Ms. Stepto to present Employment Exemption requests.

WHEREUPON, Ms. Stepto presented Employment Exemption 2019-49 requested by Brandi M. Wiley, Transportation Engineering Technician, Division of Highways, Department of Transportation, and Employment Exemption 2019-50 requested by Terry Burns, Transportation Engineering Technician Technologist, Division of Highways, Department of Transportation. Commissioner Tweel made a motion that Employment Exemptions 2019-49 and 2019-50 be ratified. Commissioner Singleton gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe called upon Ms. Kirk to present proposed Advisory Opinion 2019-25 for consideration.

WHEREUPON, Ms. Kirk presented proposed Advisory Opinion 2019-25. After discussion, a motion was made by Commissioner Singleton to accept proposed Advisory Opinion 2019-25 as presented. Commissioner Harman gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe called upon Ms. Weber to present proposed Advisory Opinion 2019-26 for consideration. At this time, Commissioner Williams declared a conflict of interest in this matter and left the conference call.

WHEREUPON, Ms. Weber presented proposed Advisory Opinion 2019-26. After discussion, a motion was made by Commissioner Singleton to accept proposed

Advisory Opinion 2019-26 as presented. Commissioner Disibbio gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe called upon Mr. Herrick to summarize Administrative Law Judge Advisory Opinion 2019-01, which was issued by the Administrative Law Judge Committee on the morning of the Commission meeting. Commissioner Williams returned to the conference call at this time.

WHEREUPON, Mr. Herrick reported that a Chief Administrative Law Judge asks how long he must abstain from reviewing, or taking official action upon, any adjudication involving his former law firm. Mr. Herrick reported that in response, the Committee issued Administrative Law Judge Advisory Opinion 2019-01.

WHEREUPON, Ms. Stepto reported that staff has updated and revised the Guideline "Voting Provisions of the WV Ethics Act." A motion was made by Commissioner Singleton, seconded by Commissioner Harman, and carried that the "Voting Provisions of the WV Ethics Act" Guideline be approved as presented.

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

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

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's November 7, 2019, meeting.



Lawrence J. Tweel, Acting Chairperson
West Virginia Ethics Commission

ATTEST:



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