

**Minutes of the November 2, 2017  
Meeting of the West Virginia Ethics Commission**

The November 2, 2017, 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. Present in person were Chairperson Wolfe and Commissioners Lynn Davis, Robert Harman, and Larry Tweel. Participating by telephone were Commissioners Karen Disibbio, Betty S. Ireland, Suzan Singleton, Terry Walker, and Monté Williams. Executive Director Rebecca L. Stepto, General Counsel Kimberly B. Weber, Staff Attorney Theresa M. Kirk, Staff Attorney Andrew Herrick, 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 October 5, 2017, Commission meeting minutes.

WHEREUPON, Commissioner Tweel made a motion to approve the minutes of October 5, 2017. Commissioner Davis 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 2017-31 requested by Rebecca Epperly, Project Manager, Engineering Division, Division of Highways. Commissioner Tweel made a motion that Employment Exemption 2017-31 be ratified. Commissioner Davis gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe asked Ms. Kirk to present Contract Exemption 2017-07.

WHEREUPON, Ms. Kirk presented proposed Contract Exemption 2017-07 to the Commission for consideration. After discussion, a motion was made by Commissioner Singleton to accept proposed Contract Exemption 2017-07 as presented. Commissioner Tweel gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe asked Ms. Weber to present Contract Exemption 2017-08 to the Commission.

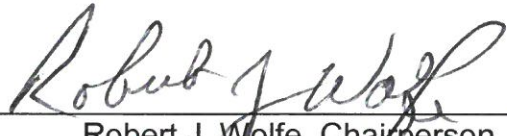
WHEREUPON, Ms. Weber presented proposed Contract Exemption 2017-08 to the Commission for consideration. After discussion, a motion was made by Commissioner Harman to accept proposed Contract Exemption 2017-08 as presented. The motion was seconded by Commissioner Tweel and carried.

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

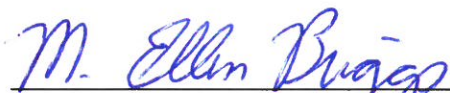
WHEREUPON, Chairperson Wolfe stated there were no more items for discussion.

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

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's January 4, 2018, meeting.

  
\_\_\_\_\_  
Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

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