



## West Virginia Ethics Commission Meeting Agenda

210 Brooks Street, Third Floor Conference Room  
Charleston, West Virginia 25301

**April 7, 2016**  
**10:00 a.m.**

1. Approve **Minutes** of March 3, 2016, Meeting

2. Meeting Dates for 2016

May 5

June 2

July 7

August 4

September 1

October 6

November 3

December 1

3. Recap of Previous Month (Ms. Stepto)

4. Respond to Contract Exemption Request

**CE 2016-01** (Ms. Kirk)

The City of Cameron seeks an exemption to allow it to purchase materials and supplies from Cameron Hardware, which is owned by its Mayor, K. Scott Chaplin.

5. Respond to Employment Exemption Requests

**EE 2016-03** (Ms. Stepto)

Chuck Joseph, Environmental Inspector, WV DEP Office of Environmental Enforcement

**EE 2016-04** (Ms. Stepto)

Karen Villanueva-Matkovich, General Counsel, West Virginia Department of Health and Human Resources

**EE 2016-05** (Ms. Stepto)

Andrew R. Pauley, Esq., General Counsel, West Virginia Offices of the Insurance Commissioner

**EE 2016-06** (Ms. Stepto)

Ronald G. Smith, Deputy State Highway Engineer, Division of Highways

**6. Miscellaneous** (Ms. Stepto)

- (a) Review of P-Card Monthly Report
- (b) Vote to file revised 158 CSR 6 Legislative Rule relating to Private Gain
- (c) Vote to adopt three personnel policies and DOA Employee Handbook
- (d) Approve Resolution for Commissioner Jack R. Buckalew

**7. Adjourn**