

**MINUTES OF THE JULY 10, 2014  
MEETING OF THE WEST VIRGINIA ETHICS COMMISSION**

The July 10, 2014, meeting of the West Virginia Ethics Commission was called to order in the Commission's Office, located at 210 Brooks Street, Charleston, West Virginia, at 10:00 a.m., by Designated Chairperson Robert Wolfe, who was designated Chairperson by Governor Earl Ray Tomblin. Present at the meeting were Commissioners Michael Greer, Betty Ireland, Suzan Singleton, Terry Walker, and Robert Wolfe. Commissioners Jack Buckalew, Larry Tweel, and Monté Williams participated by telephone. New Commission member Karen DiSibbio was absent. Interim Executive Director Rebecca L. Stepto, General Counsel Kimberly B. Weber, Deputy General Counsel Meridith O. Johnstone, Staff Attorney Benjamin Visnic, and Special Assistant to the Executive Director M. Ellen Briggs, all from the Commission staff, were present.

WHEREUPON, Designated Chairperson Wolfe called the meeting to order and welcomed new Commission members Larry Tweel and Karen DiSibbio. Ms. Stepto was also introduced to Commission members as the Interim Executive Director and gave a presentation and handout of important provisions of the Ethics Act governing members of the West Virginia Ethics Commission.

WHEREUPON, Designated Chairperson Wolfe asked for approval of the June 5, 2014, and June 12, 2014, Commission meeting minutes.

WHEREUPON, Commissioner Ireland made a motion to approve the minutes. Commissioner Singleton seconded. The motion passed unanimously.

WHEREUPON, Designated Chairperson Wolfe set forth the following 2014 dates for Commission meetings: August 7; September 4; October 2; November 6; and December 4.

WHEREUPON, Designated Chairperson Wolfe called upon Ms. Stepto to give a recap of the previous month.

WHEREUPON, Ms. Stepto reported that since her full-time employment began on June 16, 2014, she has been exploring ways to reduce the Commission's budget, which was exceeded during the last fiscal year. She explained that this fiscal year's budget is nearly identical to last year's. Ms. Stepto asked the Commission members to contact her with suggestions to reduce the budget. Ms. Stepto reported that Mr. David Lucas has requested to be re-hired as the Commission's Investigator, and that three (3) candidates have been interviewed for the paralegal vacancy. Ms. Stepto reported on training sessions held during July 2014, and that she is developing new procedures for training in light of budget and manpower constraints.

WHEREUPON, Designated Chairperson Wolfe called upon Mr. Visnic to present proposed Advisory Opinion 2014-20.

WHEREUPON, Mr. Visnic presented Advisory Opinion 2014-20 to the Commission for consideration. After discussion, Commissioner Ireland made a motion to, once again, table Advisory Opinion 2014-20, and Commissioner Singleton seconded. The motion passed unanimously.

WHEREUPON, there were no Contract Exemptions.

WHEREUPON, there were no School Board Advisory Opinions.

WHEREUPON, there were no Property Exemption Requests.

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

WHEREUPON, Ms. Stepto presented Employment Exemption 2014-10 requested by W. Kyle Stollings, P.E., P.S., Director, West Virginia Department of Highways, Maintenance Division; Employment Exemption 2014-11 requested by Jeffrey N. Bennett, Utility Inspector III, Public Service Commission of West Virginia; and Employment Exemption 2014-12 requested by Sara M. Cline, Commissioner, West Virginia Division of Financial Institutions. After discussion, Commissioner Ireland made a motion to approve Employment Exemption 2014-10, Employment Exemption 2014-11, and Employment Exemption 2014-12, and Commissioner Buckalew seconded. The motion passed unanimously.

WHEREUPON, Designated Chairperson Wolfe called upon Ms. Stepto to present miscellaneous matters.

WHEREUPON, the Commission granted approval for Ms. Stepto to re-hire Investigator David Lucas effective July 14, 2014, and to hire a paralegal to fill the vacant position. The Commission reviewed the P-Card monthly report with no comments.

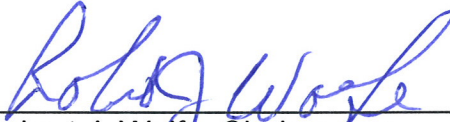
WHEREUPON, the Commission proceeded to elect a permanent Chairperson. Nominations were requested, and a motion was made by Commissioner Ireland that Designated Chairperson Wolfe be nominated as the Commission's Chair. Commissioner Singleton gave a second. Hearing no other nominations, the nominations were closed. The motion carried unanimously. Chairperson Wolfe assumed his position as Chair.

WHEREUPON, Chairperson Wolfe advised that he will appoint Committee members for the following committees: Administrative Law Judge Committee, Open Governmental Meetings Committee; and Personnel Committee. He requested that interested Commissioners contact him.

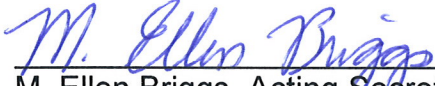
WHEREUPON, Chairperson Wolfe read Certificates of Appreciation for former Commission members Drema S. Radford, R. Kemp Morton, III, and Father Douglas B. Sutton.

Chairperson Wolfe stated there were no more items for discussion. Commissioner Ireland made a motion to adjourn, and Commissioner Greer seconded. The meeting was adjourned.

The foregoing minutes of the West Virginia Ethics Commission were approved unanimously at the August 7, 2014, meeting.

  
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Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

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