

**MINUTES OF THE AUGUST 7, 2014  
MEETING OF THE WEST VIRGINIA ETHICS COMMISSION**

The August 7, 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 Chairperson Robert Wolfe. Present at the meeting were Commissioners Jack Buckalew, Karen Disibbio, Michael Greer, Betty Ireland, Lawrence Tweel, Terry Walker, and Robert Wolfe. Commissioners Suzan Singleton and Monté Williams participated by telephone. Interim Executive Director Rebecca L. Stepto, 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, Chairperson Wolfe called the meeting to order and welcomed new Commission members Karen Disibbio and Lawrence Tweel.

WHEREUPON, Chairperson Wolfe asked for approval of the July 10, 2014, Commission meeting minutes.

WHEREUPON, Commissioner Buckalew made a motion to approve the minutes. Commissioner Tweel seconded. The motion passed unanimously.

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

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

WHEREUPON, Ms. Stepto reported that a new paralegal, Tina L. King, started work on July 28, 2014. Ms. Stepto reported on recent news reports of candidates who have not filed their Financial Disclosure Statements. The Ethics Commission staff intends to study the processing of Financial Disclosure Statements, creating lists of non-filers and possibly revising the content of the Disclosure forms themselves in the coming months. Ms. Stepto reported that General Counsel Kimberly Weber conducted three training sessions since the Commission's last meeting. She presented ethics training to the State Auditor's Office in Charleston and Beckley as part of that office's P-Card training seminars given to local government officials. About 20 people attended the Charleston session and 18 attended in Beckley.

WHEREUPON, a motion was made by Commissioner Ireland to change the order of the agenda to discuss adoption of procedural rules at this time. Commissioner Walker gave a second, and the motion carried.

WHEREUPON, a motion was made by Commissioner Greer that the Commission adopt the procedures set forth in § 158 CSR 19 as its procedural rules and that the following portions of the Procedural Rule be modified by the Legislature as follows: in § 158-19-3.4, the Commission's website address be updated; in § 158-19-

6.1, change "seven" members to "five" members to constitute a quorum and delete the phrase "except when the Commission is acting as a hearing panel pursuant to W. Va. Code § 6B-2-4, then five members constitute a quorum."; in § 158-19-6.2, change "seven" members to "five" members to render a decision; and in § 158-19-7.2, change to "A member shall not be reimbursed for expenses unless he or she is personally in attendance." Commissioner Buckalew gave a second, and the motion carried.

WHEREUPON, Chairperson Wolfe called upon Mr. Visnic to present proposed Advisory Opinion 2014-20. Commissioner Walker recused himself and left the meeting room.

WHEREUPON, Mr. Visnic presented two drafts (Draft A and Draft B) of Advisory Opinion 2014-20 to the Commission for consideration. After discussion, Commissioner Ireland made a motion that Draft B of Advisory Opinion 2014-20 be approved, and Commissioner Singleton seconded. The motion passed unanimously.

WHEREUPON, Commissioner Walker returned to the meeting room, and Chairperson Wolfe called upon Ms. Stepto to present Employment Exemption Requests.

WHEREUPON, Ms. Stepto presented Employment Exemption 2014-13 requested by Steven A. Young, Engineer, West Virginia Department of Environmental Protection, Office of Oil and Gas; Employment Exemption 2014-14 requested by David A. Hippchen, Senior Engineer, Public Service Commission of West Virginia; and Employment Exemption 2014-15 requested by John Kearney, Environmental Resource Analyst, West Virginia Department of Environmental Protection. After discussion, Commissioner Buckalew made a motion to approve Employment Exemption 2014-13, Employment Exemption 2014-14, and Employment Exemption 2014-15, and Commissioner Tweel seconded. The motion passed unanimously.

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


WHEREUPON, the Commission reviewed the P-Card monthly report with no comments.

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

The foregoing minutes of the West Virginia Ethics Commission were approved unanimously at the September 4, 2014, meeting.

  
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Robert J. Wolfe, Chairperson  
West Virginia Ethics Commission

ATTEST:

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