West Virginia Ethics Commission
Meeting Minutes
October 1, 2026

The October 1, 2026, 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 Wolfe. Commissioners and the public were invited to attend in person, via video link, and via telephone.

Present

Robert J. Wolfe, Chairperson (in person)
Lynn Davis, Commission member (by telephone)
Karen Disibbio, Commission member (by telephone)
Jordan K. Herrick, Commission member (virtual)
Suzan Singleton, Commission member (virtual)
Kimberly B. Weber, Executive Director
John Roush, General Counsel
Rachel Carpenter, Executive Assistant

Absent

JR Carter, Commission member
Josh Cottle, Commissioner member
Terry Walker, Commission member

Call to Order

Mr. Wolfe called the meeting to order and asked for a roll call.

Approval of Minutes

Ms. Singleton made a motion to approve the minutes of the Commission's September 3, 2026, meeting. Ms. Davis seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio - aye
Herrick -aye
Singleton - aye
Wolfe - aye

Recap of Previous Month

Ms. Weber provided a summary of news and developments relating to the Ethics Commission during the previous month.

Employment Exemption Requests

Ms. Weber asked the Commission to ratify the following temporary employment exemptions that she had granted since the last Commission meeting.

EE 2026-59 Tony Schell, Northern Design Administrator, Department of Environmental Protection

EE 2026-60 Randy Young, Transportation Engineering Technician, Department of Transportation, Division of Highways

EE 2026-61 Mike Priddy, TCONSPR, Department of Transportation, Division of Highways

EE 2026-62 Nathaniel Johnston, Transportation Engineering Technician, Department of Transportation, Division of Highways

EE 2026-63 Jason Bryan, Highway Engineer Trainee, Department of Transportation, Division of Highways

EE 2026-64 Terry Dunford, Marketing Supervisor, West Virginia Lottery Commission

Ms. Singleton moved that Employment Exemptions 2026-59 and 2026-64 be ratified. Ms. Disibbio seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio – aye
Herrick - aye
Singleton - aye
Wolfe - aye

Advisory Opinion

Mr. Wolfe called upon Mr. Ellem to present Advisory Opinion 2026-08 to the Commission for consideration. Mr. Ellem presented the proposed Advisory Opinion. Ms. Davis made a motion that the Advisory Opinion be approved as presented. Ms. Singleton seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio – aye

Herrick - aye
Singleton - aye
Wolfe - aye

Mr. Wolfe called upon Mr. Roush to present Advisory Opinion 2026-09 to the Commission for consideration. Mr. Roush presented the proposed Advisory Opinion. Ms. Singleton made a motion that the Advisory Opinion be approved as presented. Ms. Davis seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio – aye
Herrick - aye
Singleton - aye
Wolfe - aye

Contract Exemption

Mr. Wolfe called upon Ms. Weber to present Contract Exemption 2026-10 to the Commission for consideration. Ms. Weber presented the proposed Contract Exemption. Ms. Singleton made a motion that the Contract Exemption be approved as presented. Ms. Disibbio seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio – aye
Herrick - aye
Singleton - aye
Wolfe - aye

Approve Purchasing Card Monthly Reports

The Commission reviewed the monthly purchasing card report for September 2026. Ms. Weber reported that invoices were available for review and recommended that the purchases be approved. The purchases included:

Transaction Date: 8-21-2026
Vendor: Adobe
Item Description: AI Recurring Subscription
Date Reconciled: 9-24-2026
Amount: 5.34

Transaction Date: 8-24-2026
Vendor: WV State Bar Association
Item Description: Bar Dues
Date Reconciled: 9-24-2026
Amount: 455.00

Transaction Date: 9-10-2026
Vendor: Pitney Bowes
Item Description: Mail machine lease
Date Reconciled: 9-24-2026
Amount: 216.00

A motion was made by Ms. Singleton to approve the report as presented. Ms. Davis seconded the motion, and the motion carried as follows:

Davis – aye
Disibbio – aye
Herrick - aye
Singleton - aye
Wolfe - aye

Adjournment

Mr. Wolfe asked for a motion to adjourn the meeting. Ms. Singleton made a motion to adjourn, and Ms. Disibbio seconded the motion. The motion carried as follows, and the meeting was adjourned.

Davis – aye
Disibbio – aye
Herrick - aye
Singleton - aye
Wolfe - aye

/s/ Robert J. Wolfe
Robert J. Wolfe, Chairperson
West Virginia Ethics Commission

ATTEST:

/s/ Rachel Y. Carpenter
Rachel Y. Carpenter, Executive Assistant
West Virginia Ethics Commission