

West Virginia Ethics Commission

Meeting Minutes

August 5, 2021

The August 5, 2021, 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. Commissioners and the public were invited to attend either via telephone or in person.

Present

Robert J. Wolfe, Commission chairperson
Lynn Davis, Commission member
Karen Disibbio, Commission member (by telephone)
Robert Harman, Commission member (by telephone)
Suzan Singleton, Commission member
Terry Walker, Commission member (by telephone)
Kimberly B. Weber, Executive Director
Theresa M. Kirk, General Counsel
Andrew R. Herrick, Staff Attorney
John E. Roush, Staff Attorney
M. Ellen Briggs, Executive Assistant

Absent

Monté Williams, Commission member

Approve Minutes

Mr. Harman made a motion to approve the minutes of the Commission's June 3, 2021, meeting. Ms. Davis seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – not present
Wolfe – aye

Recap of Previous Month

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

Employment Exemption Requests

EE 2021-13

Cynthia L. Wilson, Attorney 3, Public Service Commission

EE 2021-14

Christopher M. Miller, Realty Manager, Department of Transportation, Division of Highways

EE 2021-15

Jack W. Wroten, Highway Realty Agent II, Department of Transportation, Division of Highways

EE 2021-16

Mary Catherine Tuckwiller, Attorney, Department of Education

Ms. Singleton moved that Employment Exemptions 2021-13 to 2021-16 be ratified. Ms. Davis seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Advisory Opinion 2021-15

Mr. Wolfe called upon Mr. Herrick to present Advisory Opinion 2021-15 to the Commission for consideration. Mr. Herrick presented the proposed Advisory Opinion. Ms. Singleton made a motion that the Advisory Opinion be approved as presented. Ms. Davis seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Advisory Opinion 2021-16

Mr. Wolfe called upon Mr. Roush to present Advisory Opinion 2021-16 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. Disibbio seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Advisory Opinion 2021-17

Mr. Wolfe called upon Ms. Weber to present Advisory Opinion 2021-17 to the Commission for consideration. Ms. Weber presented the proposed Advisory Opinion. Mr. Harman made a motion that the Advisory Opinion be approved as presented. Ms. Disibbio seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Advisory Opinion 2021-18

Mr. Wolfe called upon Ms. Kirk to present Advisory Opinion 2021-18 to the Commission for consideration. Ms. Kirk presented the proposed Advisory Opinion. Mr. Harman made a motion that the Advisory Opinion be approved as presented. Ms. Disibbio seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Advisory Opinion 2021-19

Mr. Wolfe called upon Mr. Herrick to present Advisory Opinion 2021-19 to the Commission for consideration. Mr. Herrick presented the proposed Advisory Opinion.

Ms. Singleton made a motion that the Advisory Opinion be approved as presented. Ms. Davis seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Approve P-card Monthly Report

The Commission reviewed the P-card monthly report for June 2021. A motion was made by Ms. Davis that the report be approved as presented. Ms. Singleton seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Resolution for former Commissioner Lindsey Ashley

Ms. Singleton read the following Resolution in honor of Ms. Ashley, who resigned from the Commission effective May 28, 2021.

WHEREAS, Commissioner Lindsey Ashley is recognized as being a member of the West Virginia Ethics Commission from 2018 through 2021.

WHEREAS, Commissioner Ashley faithfully and with honor, integrity and great distinction served on the West Virginia Ethics Commission;

THEREFORE, BE IT RESOLVED, that the West Virginia Ethics Commission formally acknowledges and extends its profound appreciation of Commissioner Ashley for her years of dedicated service to the State of West Virginia and the West Virginia Ethics Commission.

AND BE IT RESOLVED FURTHER, that the original of this **RESOLUTION** be sent to Commissioner Ashley and that this **RESOLUTION** be recorded in the official minutes of the West Virginia Ethics Commission this 5th day of August 2021.

A motion was made by Mr. Harman that the Resolution be approved. Ms. Davis seconded the motion, which passed as follows:

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Approve modified Records Retention and Disposal Schedule

Mr. Wolfe called upon Ms. Kirk to give a summary of the proposed changes to the Commission's "Records Retention and Disposal Schedule." A motion was made by Ms. Davis to approve the Schedule as presented. Ms. Singleton seconded the motion, which passed as follows:

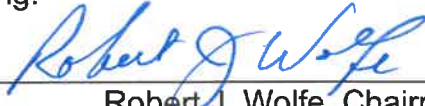
Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

Adjournment


Ms. Davis made a motion to adjourn, and Ms. Singleton seconded the motion. The motion passed as follows, and the meeting was adjourned.

Davis – aye
Disibbio – aye
Harman – aye
Singleton – aye
Walker – aye
Wolfe – aye

The foregoing minutes of the West Virginia Ethics Commission were approved at the Commission's September 2, 2021, meeting.



Robert J. Wolfe, Chairperson
West Virginia Ethics Commission

ATTEST: 

M. Ellen Briggs, Executive Assistant
West Virginia Ethics Commission