

Patricia L. West, Chair  
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TO: The members of the Virginia General Assembly

Pursuant to the third enactment clauses of Chapters 763 and 777 of the Acts of Assembly of 2015 of the Virginia General Assembly, Regular Session, I herewith submit the Virginia Conflict of Interest and Ethics Advisory Council report on recommendations for revisions to Virginia's statutory disclosure forms for conflicts of interest and lobbyist's expenditure reports.

Very truly yours,

The Honorable Patricia Lee West, Judge (Ret.), Chair

# Members of the Virginia Conflict of Interest and Ethics Advisory Council

## **Speaker of the House of Delegates Appointees**

The Honorable Patricia Lee West, Chair  
The Honorable C. Todd Gilbert  
The Honorable Matthew James

## **Senate Committee on Rules Appointees**

The Honorable Pete W. Stout, III, Vice-Chair  
The Honorable Janet D. Howell  
The Honorable Thomas K. Norment, Jr.

## **Governor's Appointees**

Walter C. Erwin  
Bernard L. Henderson, Jr.  
Sharon E. Pandak

## **Council Staff**

G. Stewart Petoe, Executive Director

Michelle LeGates, Filing Coordinator  
Valerie Mizzell, Assistant  
Rebekah Stefanski, Attorney

## Executive Summary

During the 2015 Regular Session of the General Assembly, the Virginia Conflict of Interest and Ethics Advisory Council (the Council) was directed by enactment clause to

review the current statutory disclosure forms located at §§ 2.2-426, 2.2-3117, 2.2-3118, and 30-111 of the Code of Virginia and make recommendations for the revision of such forms consistent with the provisions of this act. The Council shall submit its recommendations to the General Assembly on or before November 15, 2016.<sup>1</sup>

During the 2016 Regular Session of the General Assembly, prior to the deadline for the Council to submit its recommendations on how the forms should be revised, legislation was enacted that removed these forms from the *Code of Virginia* and authorized the Council to revise them on its own authority.<sup>2</sup> The third enactment clauses of this legislation provided that

the provisions of this act eliminating the forms set forth in §§ 2.2-426, 2.2-3117, 2.2-3118, and 30-111 of the Code of Virginia shall become effective on January 1, 2017, and that the Virginia Conflict of Interest and Ethics Advisory Council shall prescribe on or before January 1, 2017, the forms required for complying with the disclosure requirements of §§ 2.2-426, 2.2-3117, 2.2-3118, and 30-111.

Pursuant to the mandates of the 2016 legislation, the Council revised all of the specified forms. An initial presentation of the forms in draft version was made at the Council's August 17, 2016, meeting. All interested parties were invited to provide emailed comments and suggestions on the drafts, and an additional opportunity was given for public comment at the Council's October 3, 2016, meeting. At the October meeting, after public comment, the Council officially approved revised versions of these forms.

The new forms were then made available on the Council's website and can be accessed there. The financial disclosure forms approved by the Council were used during the filing period beginning on January 1, 2017.

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<sup>1</sup> 2015 Va. Acts chs. 763, 777.

<sup>2</sup> 2016 Va. Acts chs. 773, 774.