

Patricia L. West, Chair  
Pete W. Stout, III, Vice-Chair  
G. Stewart Petoe, Executive Director



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**Meeting Minutes**  
**July 18, 2017, 1:00 p.m.**  
**Senate Room 3, Capitol Building**

Council members present:

The Honorable Patricia L. West, Chair  
The Honorable Pete W. Stout, III, Vice-Chair  
Senator Thomas K. Norment, Jr.  
Senator Janet D. Howell  
Delegate Todd Gilbert  
Bernard L. Henderson, Jr.  
Walter C. Erwin  
Sharon E. Pandak

Staff present:

Stewart Petoe, Executive Director  
Rebekah Stefanski, Attorney  
Michelle LeGates, Filing Coordinator  
Valerie Mizzell, Administrative Assistant

Council members absent:

Delegate Matthew James

**Summary:**

- I. Judge West called the meeting to order at 1:15 p.m.
- II. Judge West requested a motion to approve meeting minutes from the April 24, 2017, Council meeting. Judge Stout made a motion to approve. The motion was seconded by Senator Norment and unanimously approved by the Council.
- III. Mr. Petoe presented to the Council for approval, the proposed Formal Advisory Opinion 2017-F-XXX Applicability of Public Procurement Act (§2.2-4300 et seq.) Exemptions to the Statutes Governing Personal Interests in Contracts in the Conflict(s) of Interests Acts §§2.2-3106, 2.2-3107, 2.2-3108, 2.2-3109, & 30-105. Ms. Pandak made a motion to approve. The motion was seconded by Judge Stout. Senator Norment and Delegate Gilbert voted no. The motion passed by majority vote.

- IV. Mr. Petoe made a presentation on the disclosure requirements of Va. Code §2.2-3115 (A). Ms. Pandak made a motion to reconsider Formal Advisory Opinion 2015-F-002 §2.2-3115 Commission Filers. The motion passed with Judge West voting no. Senator Norment requested that staff present at the next Council meeting recommendations for legislative amendments as they relate to this issue along with the reconsidered Formal Advisory Opinion.
- V. Mr. Petoe made a presentation on the disclosure requirements for local officials who perform the duties of constitutional officers. Ms. Pandak made a motion that local officials who perform the duties of a constitutional officer should file locally and not with the Council. The motion was seconded by Senator Norment and unanimously approved by the Council.
- VI. There was no public comment.
- VII. Judge West adjourned the meeting at 2:17 p.m.