

Commonwealth of Virginia

Patricia L. West, Chair



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Virginia Conflict of Interest and Ethics Advisory Council

Meeting Minutes

June 14, 2016, 12:30 p.m.

Senate Room B, General Assembly Building

Council members present:

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

Staff present:

Mark Vucci, Acting Director of the Division of Legislative Services
Rebekah Stefanski, Staff Attorney
Michelle LeGates, Filing Coordinator

Council members absent:

Senator Janet D. Howell
The Honorable Patricia L. West, Chair

Summary:

- I. Judge Stout called the meeting to order at 12:32 p.m.
- II. Ms. Stefanski outlined each individual who submitted a deadline extension request.
- III. Senator Norment made a motion that Individuals A, B, C, E, F, G, and H be approved for the length of extension recommended by staff. The motion was seconded by Delegate Gilbert and unanimously approved by the Council.
- IV. Delegate McClellan made a motion that Individual D's suggested length of extension be changed from an indefinite extension to an extension deadline of July 31, 2016. The motion was seconded by Mr. Henderson and unanimously approved by the Council.

- V. Staff recommendations regarding forms and procedures:
 - A. Ms. Stefanski presented staff recommendations on the Filing Deadline Extension Request Form. Delegate Gilbert made a motion to approve the form. The motion was seconded by Delegate McClellan and approved by Council vote, with the exception of Mr. Henderson.
 - B. Ms. Stefanski presented staff recommendations on the Deadline Extension Procedures. Judge Stout made a motion to approve the recommended procedures. The motion was seconded by Senator Norment and unanimously approved by the Council.
 - C. Ms. Stefanski presented a staff recommendation that the Council delegate the deadline extension authority to staff. Mr. Henderson made a motion to delegate authority to Mark Vucci until the time that an Executive Director is appointed, at which time the authority will move to the Executive Director. The motion was seconded by Delegate Gilbert. The motion was approved unanimously by the Council.
- VI. Judge Stout asked for public comment.
- VII. Judge Stout adjourned the meeting at 1:09 p.m.