

**ENVIRONMENTAL QUALITY BOARD**  
**601 57<sup>th</sup> Street, S.E.**  
**Charleston, West Virginia 25304**

**MINUTES**  
**November 10, 2016**

A public meeting of the Environmental Quality Board was held November 10, 2016, beginning at 8:30 a.m. Board Members present were: Edward Snyder, Ph.D., Chairman; D. Scott Simonton, Ph.D., Vice-Chairman; Charles C. Somerville, Ph.D.; B. Mitchel Blake, Jr., Ph.D.; and Mr. William H. Gillespie. Staff members present were Jackie D. Shultz and Katherine C. Coleman.

It being determined a quorum was present, Dr. Snyder called the meeting to order and the Board proceeded with its agenda.

**Election of Chairman and Vice-Chairman:**

Upon a motion duly made by Dr. Somerville and seconded by Mr. Gillespie, the Board unanimously re-elected Dr. Ed Snyder as Chairman and Dr. Scott Simonton as Vice-Chairman.

**Minutes of November 12, 2015:**

Minutes of the November 12, 2015, administrative meeting were reviewed by the Board. Upon a motion duly made by Mr. Gillespie and seconded by Dr. Somerville, the minutes were unanimously approved as presented.

**Budget Update and Purchase Card Reports:**

Upon a motion duly made by Mr. Gillespie and seconded by Dr. Somerville, the Board voted unanimously to approve Purchase Card Reports for the period of October 2015 - June 2016.

Ms. Coleman provided the Board with the FY 2016 Year-End Report Summary. Ms. Coleman reported the Board spent over 99% of its general revenue funding and \$39,784 was expended from the EQB Special Revenue Operating Fund. General revenue funding was cut \$20,326 effective with the FY 2016 budget for the EQB. Pursuant to the funding agreement with the WVDEP, the EQB may request up to \$50,000 of special revenue funds. During FY 2016, the Board received \$37,733 for meeting expenses incurred and from the following WVDEP funds: Aboveground Storage Tank Administrative Fund, Water Quality Management Fund, Operator Permit Fees Fund, and Solid Waste Enforcement Fund. The EQB Special Revenue Operating Fund's FY 2016 ending balance of \$38,601 was carried forward to the FY 2017 budget.

Ms. Coleman provided the Board with the FY 2017 Budget Update Summary. She reported a mid-year budget cut is likely. Effective July 2017, the Board's general revenue budget was reduced by \$1,660. As of October 31, 2016, the Board has spent 28% of its general revenue funding and 21% of its special revenue funding.

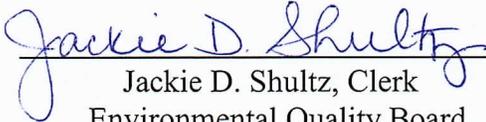
Upon a motion duly made by Dr. Somerville and seconded by Mr. Gillespie, the Board voted to request the full special revenue fund of \$80,000 from WVDEP.

Ms. Coleman reported the Board will reduce expenses by purchasing only Volumes 8A and 8B of the WV Code and the State and Federal Court Rules, rather than updating the entire library. Also, Garrett Reporting Service was awarded the court reporting contract at the same fee schedule as FY 2016 and the State's mileage reimbursement rate remains .54 cents per mile.

**Adjournment:**

There being no further business to come before the Board, the meeting was adjourned.

I hereby certify the foregoing is a true and correct record of the proceedings of the Environmental Quality Board meeting held on November 10, 2016. The Environmental Quality Board approved these minutes on January 12, 2017.

  
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Jackie D. Shultz, Clerk  
Environmental Quality Board