

ENVIRONMENTAL QUALITY BOARD
601 57th Street, S.E.
Charleston, West Virginia 25304

MINUTES
August 8, 2019

A public meeting of the Environmental Quality Board was held August 8, 2019, beginning at 8:30 a.m. Board members present were: Edward Snyder, Chairman; Charles C. Somerville, Vice-Chairman; William H. Gillespie; Marybeth Winters and Stephen Capelli.

Staff members present were Jackie D. Shultz and Katherine C. Coleman.

Election of Chairman and Vice-Chairman:

Upon a motion duly made and seconded, the Board voted unanimously to re-elect Chairman Snyder and Vice-Chairman Somerville.

Call to Order:

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

Minutes of December 13, 2018 and April 11, 2019:

Upon a motion duly made by Mr. Gillespie and seconded by Ms. Winters, the Board voted unanimously to adopt the December 13, 2018, and April 11, 2019 minutes as presented.

Purchase Card Report and Budget Update:

Purchase Card Report - After a thorough review and upon a motion duly made by Mr. Gillespie and seconded by Ms. Winters, the Board voted unanimously to approve the Purchase Card Report for March 16, 2019 - June 17, 2019.

Year-End Summary - FY 2018-2019 - Ms. Coleman reported the Board spent 99 percent of its General Revenue Fund and 33% of its Special Revenue Operating Fund. The Special Revenue Operating Fund's ending balance of \$63,431 was carried forward to the FY 2020 budget. Legal counsel fees paid to the Office of the Attorney General totaled \$13,051. Total EQB expenditures increased by \$5,851 as compared to FY 2018 expenditures due to the state employees across the board salary increase of \$2,370 per employee.

Budget Update - FY 2019-2020 - Ms. Coleman informed the Board that as of July 31, 2019, the Board has expended eight percent of its general revenue and two percent of its special revenue

funding. WVDEP changed the method of allocating rent expense to the tenants, resulting in a nearly \$12,000 decrease annually. Garrett Reporting Services was awarded the FY 2020 contract for court reporting.

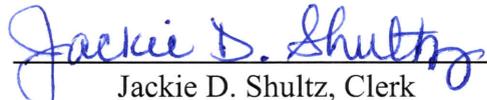
Ms. Coleman is researching the cost of utilizing Zoom Video Conferencing as an option for meetings.

Adjournment:

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

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I hereby certify the foregoing is a true and correct record of the proceedings of the Environmental Quality Board meeting held on August 8, 2019. The Environmental Quality Board approved these minutes on August 13, 2020.



Jackie D. Shultz, Clerk
Environmental Quality Board