

**TO: Members  
Commission on Ethics**

**FROM: Virlindia Doss <sup>WAD</sup>  
Executive Director**

**DATE: May 10, 2016**

**RE: Spending Authorization**

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My spending authority is limited to \$10,000, so I need the Commission's approval to make the following expenditures:

1. The Commission will enter the first year of a three-year contract with Westlaw on July 1. The monthly charges for the year will total \$14,753.40.
2. Each year, the Commission contracts with the Attorney General's office for the service of two Assistant Attorneys General to serve as Commission Advocates, and one paralegal specialist. The contract amount for this year will be \$376,830, which covers salary and benefits for these three positions, as well as associated costs such as travel, per diem, and litigation expenses.

Both items have been included in our budget request, as they are every year, and I ask the Commission's approval to make the expenditures.