

**STATE OF WEST VIRGINIA
EXECUTIVE DEPARTMENT
AT CHARLESTON
EXECUTIVE ORDER NO. 5-19
By the Governor**

WHEREAS, Article 1, Section 2, of the United States Constitution requires an enumeration of population every 10 years; and

WHEREAS, under Section 141 of Title 13 of the United States Code, the next federal decennial census will be conducted on the first day of April, Two Thousand Twenty; and

WHEREAS, a complete and accurate count of West Virginia's population is vital to the State, because it will determine the number of representatives in the United States House of Representatives apportioned to West Virginia, as well as the federal formula grant allocations and State redistricting for the next ten years until the next decennial Census; and

WHEREAS, the United States Census Bureau recommends that each state create a Complete Count Task Force with the goals of heightening awareness about the 2020 Census and encouraging full participation by the citizens of each state; and

WHEREAS, we must ensure that all West Virginians are properly accounted for in the upcoming census; and

NOW, THEREFORE, I, JIM JUSTICE, by virtue of the authority vested in me as the Governor of the State of West Virginia, do hereby **ORDER**:

1. The West Virginia Complete Count Commission (“Commission”) is hereby established to assist the U.S. Census Bureau in conducting the 2020 Census.

2. The Commission shall be coordinated through the Office of the Governor, which shall provide administrative support to the Commission.

3. The Commission shall act in an advisory capacity to the Governor and shall have the following objectives:

(a) Educate and encourage full participation by the citizens of West Virginia in the 2020 Census; and

(b) Develop plans and strategies to reach isolated groups or areas that typically do not respond to the Census;

3. The Commission shall consist of the individuals identified in this Executive Order, who shall serve at the will and pleasure of the Governor. The members of the Commission, unless otherwise provided herein, may only designate individuals to serve in their place with the express written consent of the Governor.

4. The Commission shall consist of the following members:

(a) The Governor, or his designee, who will serve as Chair of the Commission;

(b) The Secretary of State, or his designee;

(c) United States Senator Joe Manchin, or his designee;

(d) United States Senator Shelley Moore Capito, or her designee;

(e) United States Congressman David McKinley, or his designee;

(f) United States Congressman Alex Mooney, or his designee;

(g) United States Congresswoman Carol Miller, or her designee;

(h) The President of the West Virginia Senate, or his designee;

(i) The Speaker of the West Virginia House of Delegates, or his designee;

(j) The Secretary of the Department of Health and Human Resources, or his designee;

- (k) The Executive Director of Minority Affairs, or her designee;
- (l) The West Virginia Superintendent of Schools, or his designee;
- (m) The President of Marshall University, or his designee;
- (n) The President of West Virginia University, or his designee;
- (o) The Executive Vice Chancellor for Administration at the Higher Education Policy Commission;
- (p) The President of the United Way of Central West Virginia and Chair of the United Way West Virginia;
- (q) The President of the Putnam County Chamber of Commerce and West Virginia Association of Commerce Executives;
- (r) The President and CEO of Philanthropy West Virginia;
- (s) The Executive Director of the West Virginia Nonprofit Association;
- (t) The Executive Director of Volunteer West Virginia;
- (u) The Executive Director of the West Virginia Municipal League;
- (v) The West Virginia Chamber of Commerce Designee;
- (w) The Regional CEO of American Red Cross;
- (x) The Executive Director West Virginia Healthy Kids and Families Coalition;
- (y) The West Virginia State Deputy Commander for American Legion;
- (z) The Commander for The Salvation Army;
- (aa) The VFW Junior Vice Commander; and
- (bb) Such other members as may be appointed from time to time.

5. The Commission may establish subcommittees as it deems necessary and convenient to carry out the requirements of this Executive Order.

6. The Commission shall meet at least quarterly, and as often as required to fulfill its objectives.

7. Reimbursement for pre-approved Commission travel expenses may be made from the budget of the Governor's Office.

8. The Commission shall provide a preliminary report to the Governor, no later than January 1, 2020, with the status of the 2020 Census efforts and recommendations on additional steps to achieve a complete count of the State's population.

9. The final report of the Commission, summarizing its activities and suggesting improvements for the 2030 decennial Census, on or before July 1, 2021.

10. This Executive Order shall terminate and the Commission shall be of no effect upon the submission of the final report to the Governor.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the great seal of the State of West Virginia to be affixed.

DONE at the Capitol, in the City of Charleston, State of West Virginia, this the Sixteenth day of October, in the year of our Lord, Two Thousand Nineteen, and in the One Hundred Fifty-Seventh year of the State.



By the Governor


GOVERNOR


SECRETARY OF STATE