

# PURCHASING DIVISION

## Senior Management Biographical Information

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### **Samantha Willis**

PURCHASING DIRECTOR & GENERAL COUNSEL  
WEST VIRGINIA PURCHASING DIVISION



Beginning April 9, 2024, Samantha Willis serves as Director and General Counsel of the West Virginia Purchasing Division. Prior to joining the Division, she served as Deputy General Counsel in the West Virginia Governor's Office.

Mrs. Willis is a member of the West Virginia State Bar and has uncovered a passion for serving West Virginia through State Government, a path she has pursued since her days as an undergraduate at Marshall University.

She holds a Bachelor's Degree in Broadcast Journalism with a minor in Political Science and earned a J.D. from WVU College of Law in May of 2021. Mrs. Willis also serves the State as a member of the West Virginia Women's Commission.

### **Samantha Knapp, CPPB, NIGP-CPP**

DEPUTY PURCHASING DIRECTOR  
WEST VIRGINIA PURCHASING DIVISION



Samantha Knapp has served as the Deputy Director of the West Virginia Purchasing Division since January 9, 2024. Prior to this role, she served as the Assistant Director of the Communication and Training (CT) Section, which she held since October 2020.

Ms. Knapp has 16 years of state government service, more than 12 of those within the West Virginia Purchasing Division. Prior to her time with the Division, she managed communication and training for the Cancer Prevention and Control Division within the Mary Babb Randolph Cancer Center at West Virginia University.

She holds a bachelor's degree in journalism from West Virginia University and a master's degree in public administration from West Virginia University. Ms. Knapp has been recognized by the Universal Public Procurement Certification Council (UPPCC) as a Certified Professional Public Buyer (CPPB) and by the National Institute of Governmental Purchasing (NIGP) as a Certified Procurement Professional.

## **Greg Clay**

ASSISTANT PURCHASING DIRECTOR  
WEST VIRGINIA PURCHASING DIVISION

Greg Clay is the Assistant Purchasing Director overseeing the Business and Technical Services section. He has worked in public procurement in various roles since 2014.

Greg has a Bachelor of Science from Concord University in Business Administration with a Concentration in Accounting.

Mr. Clay previously served as the Assistant Director over Program Services, a Senior Buyer, Buyer Supervisor, and State Contracts Manager for the Purchasing Division. In these various roles, he served as the assigned buyer and buyer supervisor for several agencies including the Tax Department, Department of Transportation, Adjutant General, and Department of Environmental Protection.

Before he came to work for state government, Greg worked in the private sector as a sourcing manager at Massey Energy and Alpha Resources handling procurement and inventory control in the mining industry for more than 20 years.

Greg has obtained the West Virginia Procurement: Basic and Advanced Certifications. While managing the Inspection Services Unit as the State Contracts Manager, Greg received his Basic and Advanced CLEAR National Certified Investigators/Inspectors Certification.



## **Frank Whittaker, CPPB, NIGP-CPP**

ASSISTANT PURCHASING DIRECTOR  
WEST VIRGINIA PURCHASING DIVISION

Frank Whittaker is the Assistant Purchasing Director overseeing the Acquisition and Contract Administration Section. He has worked in public procurement in various roles since 2005.

Mr. Whittaker has previously served as a Senior Buyer and Buyer Supervisor in the Purchasing Division. Prior to working for the Purchasing Division, he served as the procurement officer for the West Virginia Tax Department.

Before his state government positions, he worked in the private sector handling procurement of technology solutions for agencies in West Virginia and Pennsylvania.



Mr. Whittaker has been recognized by the Universal Public Procurement Certification Council (UPPCC) as a Certified Professional Public Buyer (CPPB) and by the National Institute of Governmental Purchasing (NIGP) as a Certified Procurement Professional.