

State of Washington
PUBLIC DISCLOSURE COMMISSION
711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908
(360) 753-1111 • FAX (360) 753-1112
Toll Free 1-877-601-2828 • E-mail: pdcc@pdcc.wa.gov • Website: www.pdcca.wa.gov

MINUTES – Regular Meeting

9:30 a.m. | May 22, 2025

711 Capitol Way S. #206

Olympia, Washington

Commission Members Present

J. Leach, Chair; Douglass North, Vice Chair; Nancy Isserlis, Member.

Commission Members Not Present

James Oswald, Member.

Staff Present

Peter Frey Lavalley, Executive Director; Kim Bradford, Deputy Director; Sean Flynn, General Counsel; Jana Greer, Administrative Officer; Nate Meyer, Customer Service and Outreach Manager; Alice Fiman, Compliance Manager, BG Sandahl, Compliance Officer; Phil Stutzman, Compliance Officer; Tabitha Townsend, Compliance Officer; John Meader, Assistant Attorney General representing the Commission; Chad Standifer, Assistant Attorney General representing the Staff.

Staff Present (Participated via Microsoft Teams)

James Gutholm, Chief Information Officer; Susie Giles-Klein, Assistant Attorney General representing the Staff

The regular meeting of the Public Disclosure Commission (PDC) was called to order by Chair Leach at 9:30 a.m.

The May 22, 2025, Public Disclosure Commission meeting streamed live via TVW at WAPDC.5.22.2025. Public attended remote via a MS Teams Link.

Chair Opening Comments | [PDC Meeting Video](#)

Chair Leach welcomed all attendees and viewers to the May 22, 2025, Regular Commission meeting.

Consideration and Possible Approval of Meeting Minutes | [PDC Meeting Video](#)

Meeting minutes were presented to the Commission for consideration and possible approval:

- April 24, 2025, Regular Meeting

MOTION 25-023

Moved by Commissioner Isserlis and seconded by Commissioner North that the Commission approve the meeting minutes as submitted for April 24, 2025, regular meeting.

The motion [passed](#) 3 – 0.

Budget Update | [PDC Meeting Video](#)

Executive Director Frey Lavalley provided the budget update to the Commission.

Reporting Modification Request(s) | [PDC Meeting Video](#)

9:33 a.m. | The Commission conducted a hearing concerning a request for reporting modification. Compliance Officer Tabitha Townsend presented the request to the Commission for consideration and possible approval.

NEW

- [Mark Matteson](#) – Professional Staff, House of Representatives [WAC 390-28-100\(1\)\(e\)](#)
 - [Modification Request Cover Sheet](#)

Mark Matteson [participated](#) via Microsoft Teams.

MOTION 25-024 Moved by Commissioner North and seconded by Commissioner Isserlis that the Commission grant the partial reporting modification as requested, provided the applicant substitute initials for the name of their spouse, on the basis that literal application of the law would cause a manifestly unreasonable hardship on the applicant and that the limited modification would not frustrate the purposes of the Act.

The motion [passed](#) 3 – 0.

- [Sara Pipkin](#) – School Board Director, Cashmere SD222 - [WAC 390-28-100\(1\)\(b\)](#)
PDC Staff [discussed](#) the modification request that was to be continued from the April 24, 2025, commission meeting. Sarah Pipkin notified PDC staff that she would not be proceeding forward with the modification request.

Management Team Updates | [PDC Meeting Video](#)

- [Executive Director Update.](#)
- [Deputy Director Update.](#)
 - [Collections Update – Provided by Jana Greer, Administrative Officer.](#)
- [Information Technology Update.](#)
- [Customer Service and Filer Assistance Update.](#)

Enforcement | [PDC Meeting Video](#)

10:01 a.m. | The Commission conducted an enforcement hearing for [PDC Case 163092](#), SEIU Healthcare 1199 NW PAC.

Susie Giles-Klein, Assistant Attorney General representing the Staff, and Alice Fiman, Compliance Manager, [presented](#) the stipulation for PDC Case 163092, SEIU Healthcare 1199 NW PAC, for alleged violations of (1) [RCW 42.17A.235](#) and [.240](#) for failure to timely and accurately report contributions and expenditures and (2) [RCW 42.17A.265](#) for failure to file a special report when making a contribution of \$1,500 or more during the 21 days prior to an election.

Carson Flora, General Counsel SEIU Healthcare 1199 NW PAC, [participated](#) via Microsoft Teams.

Closed Session

[10:07 a.m.](#) The Commission went into closed session to discuss matters allowed in closed session pursuant to [RCW 34.05.449\(5\)](#) and [RCW 5.60.060\(2\)\(a\)](#) (attorney-client privilege).

[Returned](#) to the public meeting at 10:15 a.m.

MOTION 25-025 Moved by Commissioner North and seconded by Commissioner Isserlis that the Commission accept the stipulation as presented and find a violation of RCW 42.17A.235 & .240 & .265 and assess a civil penalty of \$6,000 with \$3,000 suspended contingent on no further violations for four years, and the penalty paid within 30 days of the Final Order.
The motion [passed](#) 3 - 0.

Public Comment | [PDC Meeting Video](#)

As was noticed and announced, a Teams video and conference line was provided for public comment during this time.

The following person(s) provided public comment in-person or via MS Teams:

- [Conner Edwards](#), campaign treasurer, commented on reporting schedules and agency enforcement.
- [Joe Kunzler](#) commented on agency enforcement.

Written comment(s) submitted:

- [Edwards](#)

Enforcement Update | [PDC Meeting Video](#)

Phil Stutzman, Compliance Officer, presented the enforcement update for May 2025.

- Enforcement Report – Categorization and Status of Open Complaints.

Rulemaking | [PDC Meeting Video](#)

General Counsel Flynn updated the Commission on rulemaking for [emergency rule](#) allowing ballot propositions on slate cards to be exempt from contribution limits, and presented the proposed rule for consideration and possible adoption.

- [Memo](#)
- [Letter and Petition](#)
- [Petition Form](#)
- [Written Comments Submitted](#)

The Commission [decided](#) to proceed with adding the draft emergency rule to the June 2025 regular commission meeting agenda for review and possible adoption to allow time for additional comments.

Proposed Rule Change re Ch 390-37 WAC | [PDC Meeting Video](#)

General Counsel Flynn presented the [draft proposed rule](#) regarding penalty schedules and enforcement procedures for publication and public hearing scheduling.

The Commission agreed to [revisit](#) the draft proposed rule regarding penalty schedules at the June 2025 regular commission meeting.

Break/Executive Session

[11:23 p.m.](#) Discussion of matters allowed in executive session pursuant to [RCW 42.30.110](#), regarding enforcement matters, review of performance of public employees, and discussion with legal counsel of litigation or potential litigation when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence. Final action regarding these matters, or other matters properly discussed during the executive session, will be taken following the executive session.

Executive session ended at 12:34 p.m.

[Adjourned](#) at 12:34 p.m.

Approved June 26, 2025.