



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.pdcc.wa.gov

To: Members, Washington State Public Disclosure Commission
From: Lori Anderson, Communications & Training Officer
Date: August 6, 2015
Re: Rule Making – Discussion and Possible Approval of Draft Proposed Language to Amend WAC 390-12-200 Public disclosure commission – Executive Director

Agenda Item

At the August 7 meeting, the Commission will consider proposed draft language to amend **WAC 390-12-200 Public disclosure commission – Executive Director**.

The attached draft language is a comprehensive update to reflect current duties as well as the new authority that the Commission will bestow with its rule making to establish alternatives for enforcing RCW 42.17A and Title 390 WAC. Duties covered in the draft include serving as the Commission's chief administrative officer, appointing authority for agency staff, authorizing enforcement alternatives, policy development, contracting authority, and general management authority necessary to achieve the Commission's mission and goals.

Commission Action

Staff requests the Commission approve the attached draft language to amend WAC 390-12-200. The approved draft language will be noted for hearing in September 2015 along with the draft proposed enforcement-related rules approved by the Commission in May, June, and July.

Attachments: Draft proposed amendments to WAC 390-12-200

WAC 390-12-200 Public disclosure commission—Role of the Executive

~~director. ((The commission shall employ and fix the compensation of an executive director who shall perform the following duties under the general authority and supervision of the commission:))~~ The executive

director acts as the commission's chief administrative officer and is accountable to the commission for agency administration, which includes directing daily operations and budget oversight. In addition, the executive director will:

(1) ~~((Act as records officer and administrative arm of the commission.))~~ Act as the appointing authority for agency staff, including the authority to hire, set salaries, promote, assign work, evaluate, take corrective action and, where appropriate, terminate staff.

(2) ~~((Coordinate the policies of the commission and the activities of all commission employees and other persons who perform ministerial functions for the commission.))~~ Exercise such other management oversight, decision-making and administrative action to achieve the commission's mission, goals, and vision for building public confidence in the political process and government.

(3) Determine when appropriate and authorize enforcement alternatives set out in WAC 390-37 to resolve complaints filed with the commission.

(4) Act as liaison between the commission and other public agencies.

(5) Research, develop, and draft policy positions, administrative rules, interpretations and advisory options for presentation to the commission.

(6) Enter into contracts and agreements on behalf of the commission.

(7) The executive director may delegate authority to subordinates to act for him or her as needed and appropriate.

[Statutory Authority: RCW 42.17.370(1). WSR 85-15-020 (Order 85-03), § 390-12-200, filed 7/9/85; Order 62, § 390-12-200, filed 8/26/75; Order 14, § 390-12-200, filed 7/31/73.]