

State of Washington
PUBLIC DISCLOSURE COMMISSION
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MINUTES – Regular Meeting
9:30 a.m. | January 25, 2024
711 Capitol Way S. #206
Olympia, Washington

Commission Members

Nancy Isserlis, Chair; Allen Hayward, Vice Chair; Fred Jarrett, Member; J. Leach, Member; Douglass North, Member.

Staff Present

Peter Frey Lavalley, Executive Director; Kim Bradford, Deputy Director; Sean Flynn, General Counsel; Jana Greer, Administrative Officer; Tabitha Townsend, Compliance Coordinator; Phil Stutzman, Compliance Officer; Chad Standifer, Assistant Attorney General representing the Staff; Simone Prince-Eichner, Assistant Attorney General representing the Staff .

Staff Present (Participated via Microsoft Teams)

Kendra Hodgson, Customer Service and Outreach Director; James Gutholm, Chief Information Officer; Bret Skipworth, Senior Financial Consultant, DES; John Meader, Assistant Attorney General representing the Commission.

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

The January 25, 2024, Public Disclosure Commission meeting was streamed live via TVW at WAPDC.01.25.24. Public attended in-person and remotely via a MS Teams Link.

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

Chair Isserlis welcomed all attendees and viewers to the January 25, 2024, Regular Commission meeting.

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:

- [Conner Edwards](#), campaign treasurer, commented on the agency complaint and enforcement process.
- [Joe Kunzler](#), commented on an enforcement matter.
- [Tim Eyman](#), commented on an enforcement matter.
- [Glen Morgan](#), commented on the agency complaint and enforcement process.

Written Comment(s) Submitted

- [WSPRA](#)
- [Kunzler](#)
- [Edwards](#)

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

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

- December 07, 2023, Regular Meeting.

MOTION 24-01 Moved by Commissioner Jarrett and seconded by Commissioner Leach that the Commission approve the meeting minutes as submitted for the December 07, 2023, regular meeting.

The motion [passed](#) 5– 0.

Budget Update | [PDC Meeting Video](#)

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

WAC 390-16-034 (Contributor Employer Identification) | [PDC Meeting Video](#)

Discussion and requirements of [WAC 390-16-034](#), for contributor employer identification.

- [Staff Memo](#) | Kim Bradford, Deputy Director.

MOTION 24-02 Moved by Commissioner Jarrett and seconded by Commissioner Hayward that the Commission adopt guidance for treasurers and candidates, including that if a contribution over \$250 is missing required information for reporting, that there is 10 days to return the contribution.

The motion [passed](#) 5– 0.

MOTION 24-03 Moved by Commissioner Jarrett and seconded by Commissioner Leach that the Commission amend the motion to ask PDC staff to provide written guidance for treasurers and candidates regarding contributor employer and occupation information, and to advise that if a contribution over \$250 is missing required information that campaigns have 10 days to return the contribution.

The motion [passed](#) 5– 0.

Legislative Update | [PDC Meeting Video](#)

General Counsel Flynn presented the legislative update to the Commission and provided an update on the status of agency request legislation and other bills of interest to the agency.

Reporting Modification Requests | [PDC Meeting Video](#)

11:00 a.m. | The Commission conducted a hearing concerning a request for reporting modification. Compliance Coordinator Tabitha Townsend presented the requests to the Commission for consideration and possible approval.

- [Heidi Malia Burns Kiolbasa](#) – Charter School Director, Summit Public Schools [WAC 390-28-100\(1\)\(b\)](#)
[Heidi Malia Burns Kiolbasa Memo](#)

Heidi Malia Burns Kiolbasa [participated](#) via Microsoft teams.

MOTION 24-04 Moved by Commissioner Jarrett and seconded by Commissioner Leach that the Commission deny the partial reporting modification as requested, on the basis that the requestor has not met the burden of proof of establishing a

manifest hardship and/or that granting the modification would frustrate the purposes of the Act.

The motion [passed](#) 5 – 0.

- [Sonya Langsdorf](#) – Judge, District Court of Clark County [WAC 390-28-100\(1\)\(d\)](#)

[Sonya Langsdorf Memo](#)

MOTION 24-05 Moved by Commissioner Leach and seconded by Commissioner Jarrett that the Commission grant the partial reporting modification, 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](#) 5 – 0.

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

- [Executive Director Update.](#)
- [Deputy Director Update.](#)
- [Customer Service and Filer Assistance Update.](#)
- [Information Technology Update.](#)

Enforcement Update | [PDC Meeting Video](#)

Phil Stutzman, Compliance Officer, presented the enforcement update as of January 17, 2024.

Break/Executive Session

The Commission went into Executive Session at 11:49 p.m. to discuss matters allowed in Executive Session pursuant to [RCW 42.30.110](#), including but not limited to discussion of enforcement matters and pending and potential litigation with legal counsel, and review of performance of public employees. Possible action regarding litigation, or other matters properly discussed during executive session, will be taken following the executive session.

Returned to public meeting at 12:53 p.m.

Adjourned at 12:54 p.m.

Approved February 22, 2024.