



**State of Washington
PUBLIC DISCLOSURE COMMISSION**

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MINUTES – Special Meeting
Evergreen Plaza Building, Room 206
711 Capitol Way South
Olympia, Washington

1:30 p.m.
April 9, 2015

COMMISSION MEMBERS
(Participating via Teleconference)

Grant Degginger, Chair
Katrina Asay, Vice Chair
Anne Levinson, Member
John Bridges, Member
Amit Ranade, Member

STAFF PRESENT

Andrea McNamara Doyle, Executive Director
Tony Perkins, Acting Assistant Director
Linda Dalton, Sr. Assistant Attorney General
James Gutholm, Chief Information Officer
Jana Greer, Executive Assistant

The special meeting of the Public Disclosure Commission was called to order by Commission Chair Grant Degginger at 1:30 p.m. in the Evergreen Plaza Building, Room 206 Olympia, Washington.

Opening Comments

Commissioner Degginger called the meeting to order.

Executive Director Search

- Discussion of options for design and timing of search process.

Chair Degginger noted that the primary purpose for meeting was to discuss the search process for a new Executive Director of the PDC.

Andrea McNamara Doyle summarized the information provided to the Commission regarding the recruitment process and methods used in the last Executive Director search in 2011.

Ms. Doyle presented a possible recruitment approach and timeline for the Commission's consideration.

The Commission discussed the options outlined by Ms. Doyle and suggested some possible revisions to the current Executive Director position description form.

The Commission identified that the preferred approach would include using a vendor and a sub-group or committee of the Commission in order to expedite the process with the goal of identifying a new Executive Director by July or August.

The Commission considered the possibility of delaying the next strategic planning retreat until it could be done with the new Executive Director.

Motion 15-0019

Moved by Commissioner Levinson, seconded by Commissioner Ranade that:

The Commission use the Department of Enterprise Services Master Contract to solicit a request for proposal from the pre-qualified list of vendors..

The motion passed.

Motion 15-0020

Moved by Commissioner Levinson, seconded by Commissioner Asay that:

The Commission delegate to the Executive Director to finalize and post the work request and scope of work based on input and feedback from the Commissioners so that responses can be received in time to be evaluated by the Commission at its April 26 meeting.

The motion passed.

Executive Session

The Commission went into Executive Session at 2:25 p.m. to discuss pending and potential litigation with legal counsel for approximately 10-15 Minutes. Due to no action being anticipated following Executive Session, and no other agenda items the regular meeting. The Commission did not plan to return following Executive Session.

Adjournment

The meeting adjourned at 2:35 p.m.

Approved by the Commission on April 23, 2015.