



State of Washington
PUBLIC DISCLOSURE COMMISSION

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MEMORANDUM

June 17, 2013

To: David Schumacher, Director, Office of Financial Management
From: Andrea McNamara Doyle, Executive Director *AND*
RE: Contingency Planning--PDC's categorized list of activities

This memorandum is in response to your contingency planning request of June 12, 2013 to provide a categorized list of activities that may be authorized in the absence of legislative appropriations, including services that are necessary for the immediate response to issues of public safety, or to avoid catastrophic loss of state property.

I have reviewed the Public Disclosure Commission's funding sources, which consist entirely of state General Funds, and determined that the PDC provides no services that fall into categories 1, 2, or 3. Regarding category 4 (services that are necessary for the immediate response to issues of public safety, or to avoid catastrophic loss of state property), the PDC has one possible service in this category, the potential need for which depends on the length of a government shutdown and other variables:

- **IT Security.** In the unlikely event of a power outage or other significant computer failure or security breach during the shutdown, which threatens the integrity of the campaign finance and lobbying data filed with the Commission, PDC IT staff may be required to carry out computer maintenance and restoration activities to preserve PDC's information technology infrastructure and data. These activities would be performed by our Chief Information Technology Officer (note: this is because PDC does not receive IT support from DES or CTS). The work would not require any support staff. While we consider it unlikely this situation would arise, we identify it here as a prudent worst-case strategy to avoid the potential catastrophic loss of state property.

If you have any questions, please contact me at 360.664.2735, or andrea.doyle@pdc.wa.gov.