

**From:** [Bitar, Paul \(DES\)](#)  
**To:** [Marcus, Roselyn \(OFM\)](#)  
**Cc:** [Batiste, John](#); [Warner, Margeret \(OFM\)](#)  
**Subject:** RE: Forensic Investigation Board  
**Date:** Thursday, May 18, 2017 4:36:01 PM  
**Attachments:** [image004.wmz](#)  
[image005.png](#)  
[image007.wmz](#)

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Hi Roselyn,

I am working on developing a contingency plan for the Forensic Investigations Council (FIC), in the event a state operating budget is not passed by June 30.

- FIC does not have any employees and their recurring costs are only about \$100 per month.
- FIC will have a \$57,500 bill for services provided by King County, for the period of January 1, 2017 – June 30, 2017, so we could pay that on June 30.

What else do I need to do to develop the contingency plan?

Thanks,

**Paul Bitar** ■ Senior Financial Consultant ■ 360.407.8129

DEPARTMENT OF ENTERPRISE SERVICES ■ 1500 JEFFERSON STREET #3019 / MS#41465 ■ OLYMPIA, WA 98504



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**From:** Warner, Margeret (OFM)  
**Sent:** Thursday, May 18, 2017 4:13 PM  
**To:** Bitar, Paul (DES) <paul.bitar@des.wa.gov>  
**Cc:** Marcus, Roselyn (OFM) <Roselyn.Marcus@OFM.WA.GOV>; Batiste, John <john.batiste@wsp.wa.gov>  
**Subject:** RE: Forensic Investigation Board

Hi Paul,

Even if the plan is limited, we should have something in file. If you have questions about this, please contact Roselyn Marcus at 360.902.0434 / [roselyn.marcus@ofm.wa.gov](mailto:roselyn.marcus@ofm.wa.gov).

Thanks!  
Margeret

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**From:** Bitar, Paul (DES)  
**Sent:** Thursday, May 18, 2017 2:14 PM  
**To:** Warner, Margeret (OFM) <[margeret.warner@ofm.wa.gov](mailto:margeret.warner@ofm.wa.gov)>  
**Cc:** Kendig, Megan (OFM) <[megan.kendig@ofm.wa.gov](mailto:megan.kendig@ofm.wa.gov)>  
**Subject:** RE: Forensic Investigation Board

Hi Margaret,

My guess is that a contingency plan for FIC was probably not submitted last time, due to the fact FIC is a volunteer-only agency and has very few costs.

The only fixed monthly costs are from DES, which are about \$100 per month. If one of those payments were late, it wouldn't be an issue.

FIC pays King County \$57,500 every six months for forensic services, but we could pay this bill before it was due in July.

As such, the contingency plan would be very limited.

Thanks,

**Paul Bitar** ■ Senior Financial Consultant ■ 360.407.8129

**DEPARTMENT OF ENTERPRISE SERVICES** ■ 1500 JEFFERSON STREET #3019 / MS#41465 ■ OLYMPIA, WA 98504



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**From:** Warner, Margeret (OFM)  
**Sent:** Thursday, May 18, 2017 1:49 PM  
**To:** Bitar, Paul (DES) <[paul.bitar@des.wa.gov](mailto:paul.bitar@des.wa.gov)>  
**Cc:** Kendig, Megan (OFM) <[megan.kendig@ofm.wa.gov](mailto:megan.kendig@ofm.wa.gov)>  
**Subject:** Forensic Investigation Board

Hi, Paul,

I don't see a previous Forensic Investigation Board contingency plan. Would the Forensic Investigation Board be located under DES' contingency plan?

Thanks,  
Margeret

*Margeret A. Warner*

**Director's Office | Administrative Assistant**

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