Introduction

The **2009 BOARDS AND COMMISSIONS REPORT** provides basic information about boards, commissions, and committees in state government. State law requires the report to assist in promoting legislative and executive oversight of these organizations. This is the sixteenth biennial edition of the publication.

The information in this report covers the period from July 1, 2007, through June 30, 2009. During the 2009 Legislative Session a number of boards were eliminated or consolidated by executive order or legislation. A list of those boards is attached and, if the board submitted a report for this period, a note is also included on that report.

State agencies, boards, and commissions prepared the information in the report in accordance with RCW 43.88.500-515 and submitted the information to the Office of Financial Management (OFM). OFM is responsible for publishing the report each biennium, but is not responsible for verifying or auditing information or assuring content quality.

Agencies, required to submit information to this report, include all permanent and temporary, statutory and non-statutory boards, commissions, councils, committees, and other similar groups established by the executive, legislative, or judicial branches of state government. State law requires only those groups, whose members are eligible to receive travel expenses, to submit information to this report. Such groups include planning and advisory bodies, advertising, research, promotional, or marketing services as well as any licensing, regulatory or quasi-judicial groups. A sample of the reporting instructions provided to all agencies is included.

In 2009, 449 boards, commissions, councils, committees, and similar groups in state government provided information for this report. Most of the entities surveyed operate in conjunction with, or under the auspices of, a state agency, and this state agency is identified as part of the information provided by each board/commission. All forms include the name and title of the contact person who submitted the report. This certifying official is the best contact for further information about the board.
2009 BOARDS AND COMMISSIONS REPORT
REPORTING INSTRUCTIONS

See RCW 43.88.500-515 for statutory requirements.

Is our board, commission, council, committee, task force, panel, authority, or other body required to fill out this form?

ALL permanent or temporary, statutory or non-statutory bodies established by any branch of government and whose members are eligible to receive travel expenses for their meetings must provide information for the report. For the purposes of these instructions, we’ll use “board” to mean any body covered under this definition.

General Instructions:

We have enclosed the information that you submitted on your board(s) for the 2007 report. Please review this information for each board.

If there are no changes for a board for the period July 1, 2007, through June 30, 2009, please enter “NC” in column #1. If you have changes or there is missing information, enter the new information in the appropriate column. Please don’t use acronyms.

We may have added boards to your list. These are new boards or boards for which we do not have information. Please complete all columns in these rows.

Or, you may know of a new board(s) that requires a report. Please add and provide all the required information.

If a board does not meet the reporting requirements (for example, members are not eligible to receive travel expenses), enter a “NA” in column #1.

Please double-check the information you will send prior to submittal – agencies are accountable for the accuracy of information submitted.

If you have questions, please call Patsy Ellis at 306-902-0641.

Official or Agency to Which Board Reports:

Boards that are freestanding agencies and don’t report to another agency should list themselves as the agency to which the board reports.

Boards that are advisory to a director or secretary of a department should fill in the title of the agency of that director or secretary.

Year created: The year in which the board or its predecessor was formed.
**Number of members:** The number of members constituting the board. This does not include administrative support staff.

**Number of meetings held:** The number of meeting conducted during the previous biennium. If a meeting lasted more than one full day, count each day of the meeting as a separate meeting.

**Legal authorization:** Give the actual statutory or other citation (like a WAC or executive order) that authorizes the work of the board. Indicate whether the authority is specific in creating that particular board or simply gives an agency director general authority to create committees.

**Appointing authority:** Please list the titles of the official(s) or agencies that appoint the members of the board (for example, Governor, Speaker of the House, Secretary of Health, Attorney General, Superintendent of Public Instruction, local government, newspaper association, etc.). Please do not use acronyms. If more than one appointing authority appoints members, please indicate in parentheses the number appointed in each (for example, Governor (3) and SPI (2)).

**Summary of primary responsibilities:** Provide a brief summary of what the board’s responsibilities are. Please do not include the history of the board, how or why it came into existence, or its value.

**What are the different compensation classes?**

**CLASS ONE:** Any part-time board which functions primarily in an advisory, coordinating, or planning capacity.

**CLASS TWO:** Any agricultural commodity established pursuant to RCW Title 15 or 16. Members of class two boards are eligible to receive up to $100 for each day during which the member attends an official meeting of the group or performs official duties approved by the board chair.

**CLASS THREE:** Any part-time, statutory board that either: has rule-making authority, performs quasi-judicial functions, has responsibility for the administration or policy direction of a state agency or program, or performs regulatory or licensing functions with respect to a specific profession, occupation, business, or industry. Members of a class three board are eligible to receive up to $50 for each day during which the member attends an official meeting of the group or performs official duties approved by the board chair.

**CLASS FOUR:** Any part-time, statutory board that:
- Has rule-making authority, performs quasi-judicial functions, or has responsibility for the administration or policy direction of a state agency or program;
- Has duties that are deemed by the legislature to be of overriding sensitivity and importance to the public welfare and the operation of state government; and
- Requires service from its members representing a significant demand on their time that is normally in excess of one hundred hours of meeting time per year.

Members of a class four board are eligible to receive up to $100 for each day during which the member attends an official meeting of the group or performs official duties approved by the board chair.
CLASS FIVE: Any part-time board that has rule-making authority, performs quasi-judicial functions, has responsibility for the policy direction of a health profession credentialing program, and performs regulatory and licensing functions with respect to a health care profession licensed under Title 18 RCW shall be identified as a class five group for purposes of compensation. Members of a class five board are eligible to receive up to $250 for each day during which the member attends an official meeting of the group or performs official duties approved by the board chair.

What do you mean by operating costs?

Operating costs include:
- salaries and benefits for board members (if any);
- salaries and benefits for supporting staff;
- travel and per diems;
- meeting room rental,
- office space;
- equipment, goods and services used in support of the board;
- legal services;
- any other services used by the board; and
- any other administrative expenses of the board.

Operating costs do not include:
- the cost of the program that the board administers, guides, or advises;
- the cost of investigators or inspectors for licensing programs;
- staff time to review grant applications (other than presenting advice on grant applications to the board); or
- any other expenses not related to administration and operation of the board itself.

Fund Source: Identify the source of funding; for example, GF State, GF Federal, Health Profession Account, Air Pollution Account.

Please identify the agency that would be the most likely candidate to assume the board’s duties. Please do your best to identify that body, and do not leave this section blank.

Certification: When completed, each submittal should be filed electronically with OFM. The name of the person on the last line will indicate the person who is responsible for accurate transmittal of all information.
Eliminated by Executive Order 09-02:
Acupuncture Ad Hoc Consultant Group
Advisory Council on Education Funding
Ahtanum View Community Resource Board
Bicycle and Pedestrian Advisory Committee
Birth Defects Advisory Committee
Children’s and Family Services Oversight Regional Committees
Cholinesterase Stakeholder Advisory Committee
Developmental Disabilities Regional Advisory Committees
Developmental Disabilities State Advisory Committee
Disability Initiative Advisory Committee
Division of Developmental Disabilities State Quality Assurance
DSHS State Advisory Committee
Economic Services Advisory Committee
Education Opportunity Grant Advisory Committee
Family Literacy Advisory Committee
Family to Family Advisory Group, Region 3
Foster Parent Advisory Committee
Gay, Lesbian, Bisexual, Transgender Advisory Committee
Governor’s Council on School-to-Work Transition
Governor’s Council on Substance Abuse
Governor’s P-20 Council – Early Learning, K-12 and Higher Education
Governor’s School-to-Work Task Force
Governor’s Telecommunications Policy Coordination Task Force
Hazardous Materials Committee
Health Care Assistants Ad Hoc Committee
HIV Policy Collaborative
Home Care Advisory Committee
Interagency Task Force on Milfoil Control
Land Management Advisory Committee
Local Advisory Committee for Snohomish, Skagit and Island County Higher Education
Local Agency Guidelines Committee
Minority Advisory Board
Minority Initiative Advisory Committee
Need Grant Advisory Committee
Office of Deaf and Hard of Hearing Advisory Committee
Pesticide Review Board
Pierce County Community Justice Center Oversight Board
Reading First Advisory Committee
Roads to Community Living Collaborative Team
Safe Routes to School Advisory Board
School-based Medicaid Administrative Match Advisory Committee
Sex Offender Treatment Program Advisory Committee
State Energy Advisory Council
State Salmon and Steelhead Council
T2 Advisory Committee
Think Tank/New Freedom
Title I Migrant Education Practitioners Committee
Title V Small Business Technical Assistance Compliance Advisory Panel
Water Use Efficiency Subcommittee of the Washington Water Supply Advisory Committee
Eliminated by ESB 5995, C 560 L09:
Acupuncture Ad Hoc Committee
Adult Family Home Advisory Committee
Boarding Home Advisory Committee
Citizens' Work Group on Health Care Reform
Displaced Homemaker Program Statewide Advisory Committee
Foster Care Endowed Scholarship Advisory Board
Higher Education Coordinating Board Work Study Advisory Committee
Model Toxics Control Act Science Advisory Board
Oil Heat Advisory Committee
Organized Crime Advisory Board
Oversight Committee on Character-Building Residential Services in Prisons
Parks Centennial Advisory Committee
Prescription Drug Purchasing Consortium Advisory Commission
Radiologic Technologists Ad Hoc Committee
Risk Management Advisory Committee
Securities Advisory Committee
Sexual Offender Treatment Providers Advisory Committee
Vendor Rates Advisory Committee

SHB 1254, C 33 L 09 dissolved the Wheat Commission and the Barley Commission and merged them into the Grain Commission.

ESHB 2126, C 102 L 09 dissolved the Board of Funeral Directors and Embalmers and the Cemetery Board and merged them into the Funeral and Cemetery Board.