



Washington State

Criminal Justice Training Commission

Location: WSCJTC Commission Room, Burien WA and Zoom

June 12, 2024 – 10:00 a.m.

- Welcome Chair Quinn
- Roll Call Stephanie Huffman
- Chair's Report Chair Quinn
- Director's Report Executive Director
Alexander
Assistant Director Bliss
 - Certification Report
- New Business Chair Quinn
Dr. Lacy
 - Meeting Minutes (March 2024)
 - King County Medical Examiner's Office Training Exemption Request
 - Public Disclosure WAC
 - 139-02 – Public Records Derek Zable/Lacey Ledford
 - Public Comment
 - Hearing Panel Member Applications Kayla Wold
- Adjourn Chair Quinn

Commission Chair:

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NOTICE: This meeting will be recorded.

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

TO: WSCJTC Commissioners
FROM: Kimberly Bliss, Assistant Director/Certification
SUBJECT: Quarterly Certification Report
DATE: May 28, 2024



Staffing

At the last Commission meeting, Certification reported that we had three open investigator positions. Interviews were recently completed for a second Chief Investigator and two open Investigator 3 positions. Candidates are in the backgrounding process, and we hope to have all three positions filled within the next month.

The new Certification Case Review Manager position was posted for recruitment in early May. At the time of the June Commission meeting, we expect to be reviewing resumes and scheduling interviews. This position will be responsible for reviewing every case opened to determine if it meets the standards for Administrative Closure or should be assigned for Investigation. We are hopeful this will assist us with the significant backlog of cases in Intake and Intake Review.

Hearings Summaries

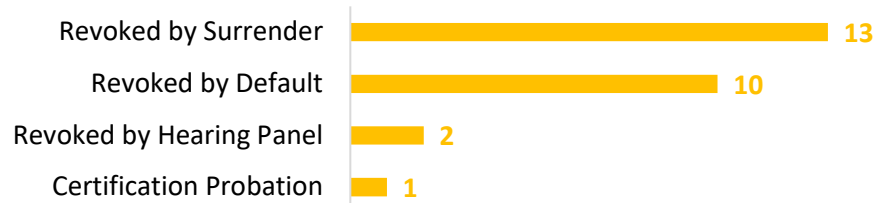
At the last Commission meeting, Certification provided hearing summaries for all cases that went to hearing between July 2021 and February 2024. We will continue to provide summaries to the Commission at each meeting; however, there were no additional hearings in the last three months.

Case Outcomes

Hearing summaries only provide data on cases that went to hearing, which is an infrequent case outcome. Accordingly, going forward, Certification will also provide a spreadsheet including all charged case outcomes, including those that were resolved via surrender, default, or settlement. Attached is the first such spreadsheet showing case outcomes from January – April 2024.

The following chart organizes the 2024 charged case outcomes by type:

2024 Certification Case Outcomes (26 Total)



Certification Data

Attached are the Certification data tables showing the totals for February – April 2024. We have again included the glossary for your convenience.

Here is a further breakdown of cases currently assigned to the Hearing Coordinator (as of May 28):

Status	#
Statement of Charges Ready for Service	8
Waiting for Hearing Request or Default	4
Cases Set for Status Conference	4
Hearings Scheduled	13

While Certification will provide a deeper analysis and answer any questions at the Commission meeting, we wanted to highlight a few points:

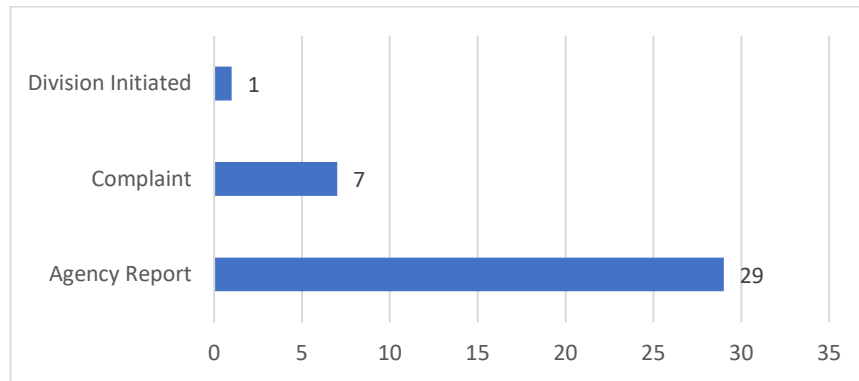
- The significant increase of Intake in March 2024 is due to the filing of over 50 complaints related to the same incident involving the shooting death of an animal.
- Certification case numbers continue to grow, and our ability to close cases in a timely fashion remains severely hampered by a woefully insufficient number of investigators. We fully expect open case numbers to continue to grow until we get funding for additional investigators. Our investigators currently average 20 active investigations. (Our research indicates that the standard in the industry is approximately six open complex administrative investigations per investigator.) Moreover, our investigators also: i) handle investigations involving recruit misconduct; and ii) review cases for administrative closure until we hire the Certification Case Review Manager to ensure that cases are triaged for investigation consistent the Commission’s approved investigation priorities.
- Certification’s ability to issue charges and schedule hearings is also dependent on the available resources at the Attorney General’s Office (AG) and the Office of the Administrative Hearings (OAH). During the past three months, Certification intentionally slowed its flow of cases and the service of Statements of Charges because the number of pending cases was overwhelming WSCJTC, AG, and OAH staff. Certification is working diligently with both the AG and OAH to seek funding in the next budget cycle to accommodate the increased caseload.

Revocations Based on Case Initiation Type

At the last Commission meeting, Commissioner Logue expressed an interest in knowing how many cases resulting in revocation or disciplinary action were initiated via agency report vs. complaint. Moving forward, the Charged Case Outcome Table (discussed above and attached) will

include this information. For purposes of this meeting, we are also providing an attached spreadsheet that provides a “look back” at this data for all cases that were received since the passage of SB 5051 in July 2021 (*see* “Revocation Cases By Case Origin Filed From July 2021-Present”).

Thirty-seven (37) cases filed since July 2021 have resulted in revocation or discipline. They were *first* reported to Certification as follows:



Administrative Closures

At the last Commission meeting, Commissioner Robinson expressed interest in having data that would provide a better understanding of the basis for administrative closures. Currently, duplicate cases inflate case and administrative closures numbers. (For example, in early March of this year, more than 50 complaints were “opened” and then subsequently “administratively closed” as duplicates based on a single incident.) In Kaseware, however, “duplicates” will not be “opened” and “closed”, but simply associated with the first filed case for each officer. This should provide a more accurate data set for the number of incidents reviewed and closed.

When a case is administratively closed in Kaseware, staff will select a single basis for administrative closure from a drop-down menu of approved categories. Certification intends to provide the finalized categories and a data break down of administrative closures going forward. Due to the implementation of Kaseware in the middle of a reporting period, it is likely that such information will be included in Certification updates starting in December of this year.

Updates to Reporting Form 1915

Pursuant to RCW 43.101.135, law enforcement agencies must notify WSCJTC “within 15 days of an *initial disciplinary decision* by an employing agency for alleged behavior or conduct by an officer that is noncriminal in noncriminal and may result in revocation of certification to pursuant to RCW 43.101.105” (emphasis added).

Approximately a year ago, the Certification Division changed the Form 1915, and instructed agencies that an “initial disciplinary decision” meant “the point at which an agency supervisor or management representative becomes aware of facts, circumstances, or allegations which if true, may constitute a violation of RCW 43.101.105 (2) – (3).” This guidance represented a significant change in the notification process and was provided without stakeholder input or Commission rulemaking.

Agencies quickly pushed back on this guidance, arguing that it was inconsistent with the plain language of the statute. Additionally, the Washington State Troopers Association filed an unfair labor practices claim against the State based on the Washington State Patrol providing notices based on the guidance, which the Association contended went far beyond the requirements of RCW 43.101.135. As a result of the dispute over the interpretation of “initial disciplinary decision”, Certification was also forced to halt the pilot audits of agency compliance with notification requirements.

Based on numerous conversations with public and agency stakeholders, extensive statutory and legal research, a review of Certification caseload and data, and consultation with the AG, Certification dropped the prior guidance and is now asking agencies to follow the plain language of the statute. An updated copy of the Form 1915 is attached for your review.

At the recent Washington Association of Sheriffs and Police Chiefs conference, Certification provided stakeholders with the following additional guidance consistent with the statute and WAC 139-06-020:

- Agencies report after a sustained/founded finding of misconduct that would implicate the revocation statute
- Does **not** require that final outcome include discipline
- CERT is open to meeting with agencies to discuss their processes and confirm the point of “initial disciplinary decision” and has already done this for several of the state’s largest agencies

As a result of this change, the pilot audits on agency reporting requirements have resumed.

Kaseware

Certification’s new case management program, Kaseware, is scheduled to be fully implemented no later than June 1, 2024. This is the culmination of a multi-year contract and data migration project, and it took the hard work, dedication, and ingenuity of multiple people in Certification and WSCJTC Information Technology to reach this goal.

Kaseware is an established software system, with some limited ability for customization. As we onboarded the system, we worked to make sure that we would provide the same categories of data to the Commission going forward. Nonetheless, the Commission may see some adjustments to data tables and categories moving forward.

Tracking Conflicts Between Agency and Certification Findings

At the last Commission meeting, Commissioner Dreveskracht asked if Certification tracks cases in which agency disciplinary findings conflict with WSCJTC determinations of misconduct. Historically, we have not. However, as we onboarded Kaseware, we included the ability to track this information at case closure. It is important to note, however, that agency disciplinary findings and WSCJTC findings are sometimes based on different burdens of proof. Pursuant to collective bargaining agreements, agency findings for certain categories of misconduct or higher levels of discipline might require a higher “clear and convincing” standard of proof (a finding is “substantially” more likely to be true than untrue), while revocation charging decisions only require a “preponderance of the evidence” (a finding is more likely true than not true).

KAB:ng
Attachments (5)

WSCJTC Certification Division
Charged Case Outcomes January - April 2024

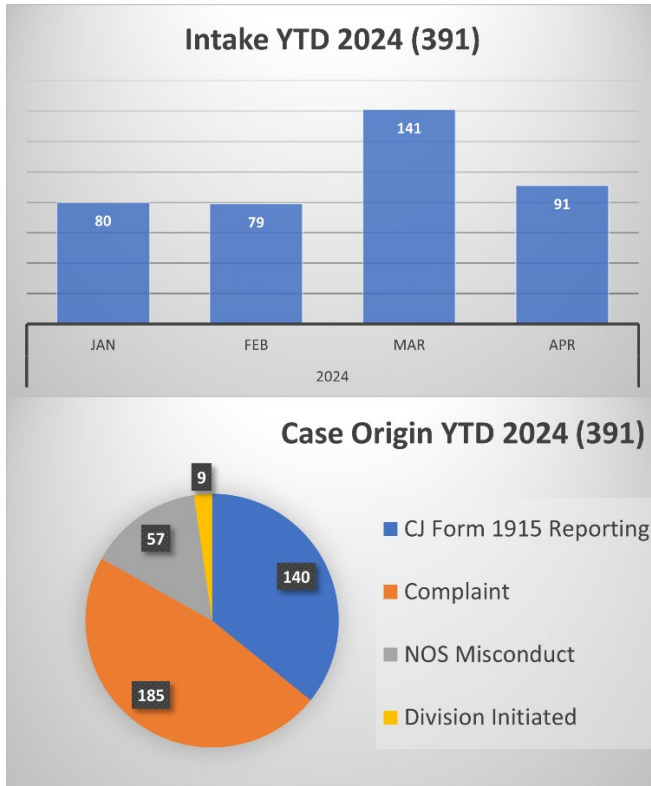
Case #	Officer Name	Last Employing Agency	Charge(s)	Certification Action	Effective Date	Case Origin
21-032	Berg, John W.	Puyallup Police Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	1/2/2024	Agency Report
21-041	Beckman, Michael	Kalispel Tribal Public Safety Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(e) - Excessive Force 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	1/10/2024	Agency Report
21-069	Reynolds, Phillip	Centralia Police Department	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(k) - Separated for Misconduct	Revoked	1/16/2024	Agency Report
21-050	Nguyen, Quan	Renton Police Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	1/17/2024	Agency Report
20-791	Do, Loc	WA State Department of Fish and Wildlife Police	Charged Under Old Law: False or Misleading Statements	Revoked - Default	1/17/2024	Agency Report
23-117	Robinson, Cleades	Seattle Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	1/17/2024	Agency Report
20-784	Rodriguez, Thomas	Steilacoom Department of Public Safety	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	1/23/2024	Agency Report
23-217	Brazas, Robert	WA State Patrol (WSP)	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	1/23/2024	Agency Report
21-051	Beck, Justin A.	Walla Walla County Corrections Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	1/30/2024	Agency Report
20-790	Campos, Michael	Wapato Police Department	Charged Under Old Law: False or Misleading Statements; Intimidating a Witness; Discharged for Disqualifying Misconduct	Revoked - Default	1/31/2024	Agency Report
21-003	Brenner, Austin	Skagit County Sheriff's Office	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	2/6/2024	Agency Report
19-758	Malpica, Edwin	Western Washington University Police Department	Charged Under Old Law: False or Misleading Statements; Failure of Duty	Revoked - Default	2/6/2024	Agency Report
23-681	Clary, Brigit	Richland Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	2/6/2024	Complaint
23-221	Clary, John	Toppenish Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	2/6/2024	Complaint
22-066	Bottemiller, Tracy	Cowlitz County Corrections	43.101.105(3)(e) - Excessive Force	Revoked	2/12/2024	Agency Report
23-668	Huft, Tina	Cowlitz County Corrections Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	2/15/2024	Agency Report
23-089	Rojas, Patricia	Pacific County Sheriff's Office	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	2/27/2024	Complaint

WSCJTC Certification Division
Charged Case Outcomes January - April 2024

23-095	Chavez, Gregory	Kitsap County Sheriff's Corrections Division	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/12/2024	Agency Report
23-406	Kircher, Keith	Vancouver Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/12/2024	Agency Report
23-388	Miner, James	Snohomish County Sheriff's Office	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/13/2024	Agency Report
23-339	Gandy, Brandon	Seattle Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/19/2024	Complaint
18-723	Jahner, Jesse	Tacoma Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/25/2024	Agency Report
23-518	Riley, Joshua	Kennewick Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	3/26/2024	Agency Report
21-049	Malloy, Daniel	King County Sheriff's Office	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	4/18/2024	Agency Report
20-799	Brunner, Michael	Spokane Police Department	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles	Settled - Probation and Retraining	4/19/2024	Agency Report
C22-059	Nieder, John	Island County Sheriff's Office	43.101.105(3)(j)(i) - Committed a Felony 43.101.105(3)(f) - Sexual Harassment 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct	Revoked - Default	4/24/2024	Complaint



Certification Data: February-April 2024



Tracking (Feb - April 2024)			
Intake (Total)	311	Closed (Total)	222
CJ Form 1915 Reporting	97	Denied Certification	0
Complaints	166	Revocation (Default)	3
NOS Misconduct	41	Revocation	1
Division Initiated	7	Surrendered Certification	11
Assigned for Investigation	29	Expired Certification	0
Administrative Review	24	Decline	12
Sent to AAG	6	Administrative Closure	195
Sent to Hearing Coordinator	19	Executive Director Review	2

Forms Processing YTD 2024	
Notice of Hire (NOH)	645
Notice of Separation (NOS)	412
% of NOS Reporting Misconduct	13.8%



Certification Report Glossary

YTD Intake Chart - Chart representing all cases complaints, CJ Form 1915 Reporting, Division Initiated, and Notices of Separation where misconduct is reported for each month of the current year.

Status Chart – Chart representing the status of all cases currently open.

- **Intake** – Cases in Intake status. The Certification Division receives a complaint or agency report, logs the incident, and assigns a case number. For complaints, the complainant is notified their complaint has been received and provided a case number.
- **Intake Review** – Cases that are being reviewed by the Chief Investigator or Operations Manager to determine if the complaint or agency report alleges misconduct which, if true, would invoke the WSCJTC’s authority under RCW 43.101.105.
- **Investigation** – Cases under active investigation. A WSCJTC investigator conducts a fair, independent, objective, thorough, and timely investigation and completes an investigation report.
- **Administrative Review** – Cases in Administrative Review status. The Chief Investigator, Operations Manager, Division Manager, and Assistant Director review the investigation. At each level of administrative review, the investigation report is either approved or returned to the investigator for additional investigation.
- **AAG** – Cases currently under review with the Assistant Attorney General for potential issuance of a Statement of Charges.
- **Hearing Coordinator** – Cases undergoing the hearing process.
- **Executive Director Review** – Cases under review with the Executive Director.
- **Open Pending Expiration** – Cases that are open but cannot be actively investigated due to circumstances beyond the Commission’s control. These cases remain open until the officer’s certification expires and a flag is placed on the officer’s profile indicating that a misconduct investigation was pending at the time of expiration.
- **Open - Pending Settlement** - Charges against the officer were resolved pursuant to a settlement agreement and final order and the officer is still fulfilling the terms of the settlement.

Case Origin Chart – Chart showing the origin of cases received in the current year.

- **CJ Form 1915 Reporting** – Cases initiated based on a *CJTC Form 1915: Agency Report* from an employing agency.
- **Complaint** – Cases initiated after a complaint was submitted alleging peace or corrections officer misconduct.
- **NOS Misconduct** – Cases where a *Notice of Separation (NOS)* form indicated that the officer resigned/retired in lieu of termination or that they were under investigation for any wrongdoing or misconduct upon separation.
- **Division Initiated** – Cases the WSCJTC initiated on its own without the submission of an agency report, complaint, or NOS marked for misconduct.

Closed Case Outcomes – Chart representing the outcomes of cases closed in the current year.

- **Surrendered certification** – The officer surrendered their certification voluntarily.
- **Revocation** – The officer’s certification was revoked by the decision of the hearing panel.
- **Revocation (Default)** – The officer did not request a hearing and their certification was automatically revoked.
- **Expired certification** – The officer’s certification expired.
- **Eligibility reinstated** – The WSCJTC granted a petition to reinstate certification or permit eligibility for reinstatement of certification.
- **Denied certification** – The WSCJTC determined not to grant certification to a prospective peace or corrections officer.
- **Decline** - After an investigation, the WSCJTC determined that misconduct did not occur or that it would be unable to prove qualifying misconduct under the preponderance of the evidence standard.
- **Administrative closure** – The complaint or agency report is closed without investigation because the conduct or officer falls outside WSJTC’s authority, the WSCJTC is unable to identify the subject officer or actionable allegations, or the alleged conduct has already been addressed in another case.

Monthly/Quarterly Tracking – Section representing totals for the time period indicated. Same definitions as above.

Forms Processing – Section representing the agency reports certification receives by month and year.

- **Notice of Hire (NOH)** – The employing agency submits a *CJTC Form 1903* to WSCJTC reporting a newly hired officer.
- **Notice of Separation (NOS)** – The employing agency submits a *CJTC Form 1902* reporting the officer’s separation.

WSCJTC Certification
Revocation Cases By Case Origin Filed From July 2021-Present

Case #	Case Origin	Case Determination	Officer Name	Employer	Conduct Investigated	Date Received	Final Order
21-035	Agency Report	Certification Revoked	Francis, Richard	Moses Lake PD	RCW 43.101.105(3)(e)	7/19/2021	12/21/2023
21-037	Agency Report	Certification Revoked	Noren, Leif	Richland PD	RCW 43.101.105(2)(d)	8/20/2021	10/17/2023
21-041	Agency Report	Certification Revoked	Beckman, Michael	Kalispel Tribal Public Safety	RCW 43.101.105(2)(d)	9/19/2021	1/10/2024
21-046	Agency Report	Surrendered	Haglin, Phineas	Kalispel Tribal Public Safety	RCW 43.101.105(3)(e)	10/11/2021	12/19/2023
21-049	Agency Report	Certification Revoked	Malloy, Daniel	King County Sheriff's Office	RCW 43.101.105(3)(f)	10/15/2021	4/18/2024
21-050	Agency Report	Certification Revoked	Nguyen, Quan	Renton PD	RCW 43.101.105(3)(j)(iv)	10/14/2021	1/17/2024
21-051	Agency Report	Certification Revoked	Beck, Justin	Walla Walla County Corrections	RCW 43.101.105(2)(d)	10/21/2021	1/30/2024
21-058	Agency Report	Certification Revoked	Dorff, John	Centralia PD	RCW 43.101.105(2)(d)	11/10/2021	6/15/2023
21-059	Agency Report	Certification Revoked	Giammalva, Jocelyn	Centralia PD	RCW 43.101.105(2)(d)	11/10/2021	7/11/2023
21-060	Agency Report	Certification Revoked	Smerer, Michael	Centralia PD	RCW 43.101.105(3)(j)(iv)	11/10/2021	6/15/2023
21-067	Agency Report	Certification Revoked	Mckellips, Andrew	Hamilton PD	RCW 43.101.105(3)(a)	12/22/2021	1/5/2023
21-068	Agency Report	Certification Revoked	Gavin, Jerod	Omak PD	RCW 43.101.105(2)(d)	12/28/2021	4/5/2023
21-069	Agency Report	Certification Revoked	Reynolds, Phillip	Centralia PD	RCW 43.101.105(3)(j)(iv)	1/3/2022	1/16/2024
22-004	Agency Report	Certification Revoked	Lopez, Raul	Newport PD	RCW 43.101.105(2)(a)	1/28/2022	1/23/2023
22-008	Agency Report	Surrendered	Anderson, Chase	Hamilton PD	Other	12/22/2021	9/27/2023
22-015	Agency Report	Certification Revoked	Robillard, Jeffrey	Tacoma PD	RCW 43.101.105(3)(j)(iv)	4/1/2022	5/30/2023
22-038	Agency Report	Certification Revoked	Smith, Michael	Auburn PD	RCW 43.101.105(3)(j)(i)	6/16/2022	8/14/2023
22-040	Agency Report	Certification Revoked	Magers, Wade	Lincoln County Sheriff's Office	RCW 43.101.105(2)(d)	6/30/2022	6/21/2023
22-048	Agency Report	Surrendered	Eastep, Chad	Cheney PD	RCW 43.101.105(3)(f)	7/28/2022	4/5/2023
22-050	Agency Report	Certification Revoked	Langton, Michael	Ferndale PD	RCW 43.101.105(3)(j)(iv)	8/1/2022	11/28/2023
22-066	Agency Report	Certification Revoked	Bottemiller, Tracy	Cowlitz County Corrections	RCW 43.101.105(3)(e)	8/31/2022	2/12/2024
22-081	Agency Report	Surrendered	Maras, Kelly	Bonney Lake PD	RCW 43.101.105(3)(j)(iv)	9/27/2022	12/19/2023
23-095	Agency Report	Surrendered	Chavez, Gregory	Kitsap County Sheriff's Office	Other	2/28/2023	3/12/2024
23-117	Agency Report	Surrendered	Robinson, Cleades	Seattle PD	RCW 43.101.105(3)(l)	3/20/2023	1/17/2024
23-217	Agency Report	Surrendered	Brazas, Robert	WA State Patrol	RCW 43.101.105(3)(l)	4/14/2023	1/23/2024
23-388	Agency Report	Surrendered	Miner, James	Snohomish County Sheriff's Office	RCW 43.101.105(3)(l)	6/28/2023	3/13/2024
23-406	Agency Report	Surrendered	Kircher, Keith	Vancouver PD	RCW 43.101.105(3)(l)	7/27/2023	3/12/2024
23-518	Agency Report	Surrendered	Riley, Joshua	Kennewick PD	RCW 43.101.105(3)(l)	9/25/2023	3/26/2024
23-668	Agency Report	Surrendered	Huft, Tina M.	Cowlitz County Corrections	RCW 43.101.105(3)(l)	11/13/2023	2/15/2024
22-046	Complaint	Surrendered	Kammerzell, Derek	Kent PD	RCW 43.101.105(3)(i)	7/22/2022	6/27/2023
23-089	Complaint	Surrendered	Rojas, Patricia	Pacific County Sheriff's Office	RCW 43.101.105(3)(l)	3/7/2023	2/24/2024
23-170	Complaint	Certification Revoked	Morningstar, Roger	Morton PD	RCW 43.101.105(3)(f)	4/6/2023	12/6/2023
23-221	Complaint	Surrendered	Clary, John	Toppenish PD	Other	4/27/2023	2/6/2023
23-339	Complaint	Surrendered	Gandy, Brandon	Seattle PD	RCW 43.101.105(3)(l)	6/22/2023	3/19/2024
23-681	Complaint	Surrendered	Clary, Brigit	Richland PD	RCW 43.101.105(3)(l)	11/20/2023	2/6/2024
C22-059	Complaint	Certification Revoked	Nieder, John	Island County Sheriff's Office	RCW 43.101.105(3)(f)	8/11/2022	4/18/2024
22-039	Division Initiated	Certification Revoked	Gentry, Michael J.	Forks PD	RCW 43.101.105(2)(d)	7/5/2022	11/8/2023



CJTC 1915: Agency Report

Pursuant to [RCW 43.101.135](#) and [WAC 139-06-020](#), **this form must be submitted to the Washington State Criminal Justice Training Commission (WSCJTC) within 15 days of the following "occurrences":**

- Agency learns of use of force that causes serious injury or death,
- Agency learns that officer has been charged with a crime,
- Agency makes an initial disciplinary decision for any misconduct listed in [RCW 43.101.105](#).

Notes:

- See [WAC 139-01-310\(31\)](#) and RCW [9A.04.110\(4\)\(b\) and \(c\)](#) for the definition of "serious injury".
- "Date of Incident" is the date the alleged misconduct occurred. "Date of Occurrence" is the date the agency: 1) learned of the use of force; 2) learned of the criminal charges; or 3) made an initial disciplinary decision.
- List **all** ongoing and completed criminal and administrative investigations by agency and case/incident number.

Submission via email to certmail@cjtc.wa.gov

Section 1: Officer's Information

FULL Legal Name (Last, First Middle):	Acadis ID:	Gender Identity:
		<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> X
Agency:	Hire Date (MM/DD/YYYY):	Certification type:

Section 2: Occurrence Details:

Occurrence Type:		Date of Occurrence:		Date of Incident	
Is there an ongoing investigation related to the occurrence?					Yes <input type="checkbox"/> No <input type="checkbox"/>
Which agency or team is investigating?				Case/incident number	
Are there previous sustained findings for the same type of behavior?					Yes <input type="checkbox"/> No <input type="checkbox"/>

Brief factual summary

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Section 3: This section must be signed by the agency head or designee.

I understand that the WSCJTC will rely on the information provided in Section 2 for matters pertaining to officer certification, and I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signed this _____ day of _____, 20_____, in _____, Washington.

Signature

Printed/Typed Name:	Rank/Title:	Contact Email:	Contact Phone:



WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
19010 1ST AVENUE SOUTH, BURIEN, WA 98148

COMMISSION MEETING

Wednesday, March 13, 2024
10 A.M.

COMMISSION MEMBERS PRESENT

De'Sean Quinn (Chair), Councilmember, City of Tukwila
Penelope Sapp (Vice Chair), Chief, Kitsap County Jail **(Virtual)**
Erik Scairpon, Chief, Marysville Police Department
Ryan Dreveskracht, Attorney Presiding over Law Enforcement Practices and Accountability
Mike Webb, Attorney General's Office Designee **(Virtual)**
Tim Reynon, Tribal Representative, Puyallup Tribe
Darryl Barnes, Officer or First Line Supervisor, Adams County Sheriff's Office **(Virtual)**
Jeffrey Anaya, Officer or First Line Supervisor, Vancouver Police Department **(Virtual)**
Nickeia Hunter, Community Member **(Virtual)**
Annalisa Thomas, Community Member **(Virtual)**
Trishandra Pickup, Community Member **(Virtual)**
Bart Logue, Member with Civilian Oversight Over Law Enforcement

Present after Roll Call:

Katrina Johnson, Community Member
Sonja Joseph, Community Member **(Virtual)**
Walter Kendrick, Community Member – East of Cascades **(Virtual)**
Kurtis Robinson, Community Member – East of Cascades **(Virtual)**

WSCJTC STAFF PRESENT

Monica Alexander, Executive Director
Renee Berry, Policy and Accreditation Manager
Jerrell Wills, Deputy Director **(Virtual)**
Kimberly Bliss, Assistant Director, Certification
Valerie Jenkins-Weaver, Operations Manager, Certification **(Virtual)**
Kayla Wold, Hearings Coordinator
Lacey Ledford, Legislative Liaison

OPENING

De'Sean Quinn, Commission Chair

Chair Quinn called the meeting to order at 10:01 A.M.

Renee Berry conducted a roll call of the Commissioners. A quorum was present. **Chair Quinn** thanked the Commissioners for being present and welcomed them to the meeting.

EXECUTIVE DIRECTOR'S REPORT

Monica Alexander, Executive Director

Director Alexander provided an update on the legislative session that ended on March 7, 2024. The Washington State Criminal Justice Training Commission (WSCJTC) was able to get nine additional classes for corrections in 2025 and one additional class in 2024. This will reduce the wait time for these classes, which is currently on a two-year backlog. The WSCJTC also received more money from the legislature for basic academy instructors and first responder wellness training. In addition, the WSCJTC received funding to explore a regional academy in the Kitsap County area; however, the WSCJTC does not consistently have 30 recruits from the peninsula region needed to fill a class.

Director Alexander spoke about the regional academies. The WSCJTC is working on setting up the Snohomish County regional academy. The third class at the Pasco academy started on Monday, March 11, 2024. The Vancouver academy class graduates on May 21, 2024. The WSCJTC should be able to reduce the backlog of classes with the funding from the legislature for additional classes. The first corrections officer academy class in Vancouver will start on May 7, 2024. **Director Alexander** emphasized how much it helps the recruits to train in the areas where they live, so that candidates are not eliminated from the profession if they are interested. There is evidence that the regional academy model is working.

Commissioner Thomas asked how the WSCJTC decides what location of Basic Law Enforcement Academy (BLEA) a candidate attends, how the instructors for satellite academies are chosen, and how their instruction is evaluated. **Director Alexander** responded that if a recruit is within 50 miles of a regional academy location, the WSCJTC will assign them to that location. If the WSCJTC is unable to fill a class to 30 students, then the WSCJTC will offer a spot in the class to a student on the waitlist at the Burien academy. Instructors at the regional academies should come from police agencies in those areas. They apply and go through an interview process, including interviews with Director Alexander and Deputy Director Wills. Instructors also need a letter from their chief endorsing their assignment to the WSCJTC. Regional Commander Dave Miller and Regional Deputy Commander Mike Russey visit the regional academies to provide oversight.

Director Alexander informed the Commissioners that the WSCJTC is in the process of BLEA training accreditation and certification through International Association of Directors of Law Enforcement Standards and Training (IADLEST). After obtaining IADLEST accreditation, the plan is to seek accreditation through Commission on Accreditation for Law Enforcement Agencies

(CALEA). Once accredited, the WSCJTC will be the only police academy in the United States with that accreditation. **Deputy Director Wills** added that the WSCJTC constructs its curriculum and implements the legislative and legal mandates for training using the Worldwide Instructional Design System (WIDS). In addition, WSCJTC now has a small team of auditors and evaluators on site that evaluate instruction at the regional academies and headquarters. **Commissioner Logue** asked if the audits only track the BLEA academies, or if they also include post-academy audits. **Deputy Director Wills** explained that former recruits can fill out a survey to ensure that the outcome of their training is being seen by their post-academy trainers.

Director Alexander explained that the WSCJTC has grown from 60 to 120 employees and has run out of space at the Burien campus. During the next legislative session, the WSCJTC will be seeking a new location, whether it is a new location entirely or rebuilding its current location. The hope is to have a world class facility to provide world class training.

CHAIR'S REPORT

De'Sean Quinn, Commission Chair

Chair Quinn acknowledged this is the first implementation of a hybrid Commission meeting. He offered suggestions to ensure every commissioner feels seen and heard.

Commissioner Robinson commented on the hybrid meeting and thanked everyone for efforts to improve effective engagement. **Director Alexander** explained that more monitors would be installed in the commission room for better visuals.

CERTIFICATION REPORT

Kimberly Bliss, Assistant Director, Certification

Assistant Director Bliss provided an update on staffing. Currently six of nine funded positions for investigators are filled. The Certification Division plans to hire a second Chief Investigator and create two investigative teams, one under each Chief Investigator.

Assistant Director Bliss explained that the Certification Division created a new process for voluntary surrenders of certifications. Nine officers have surrendered their certifications since December. If an officer that surrendered their certification petitions for reinstatement, there is a file that the Certification Division can look back on. **Chair Quinn** asked if the officer is required to say why they surrender. **Assistant Director Bliss** replied that the officer does not have to say why they are surrendering. Very few officers petition for reinstatement. When a petition for reinstatement comes in, the Certification Division determines if the officer meets the standard for getting a hearing. **Commissioner Logue** asked what the standard for getting a hearing means. **Assistant Director Bliss** said if an officer has been mandatorily revoked, there are certain conditions they must meet. **Commissioner Logue** asked if the Certification Division

writes summaries of the surrenders. **Assistant Director Bliss** responded that investigators write a summary memo for those cases for the case file. There were two petitions for reinstatement from 2023. Every surrender results in a final order of revocation, which goes up on the public database and gets reported to the National Decertification Index.

Assistant Director Bliss responded to a request from several Commissioners at the last Commission meeting to provide an update on the Certification Division's case backlog.

- 2018 – two remaining cases set for hearing
- 2019 – all cases are completed
- 2020 – four investigations remain to be completed; three are set for hearing; five are with the Attorney General's (AG) office
- 2021 – there are 17 open cases remaining; 12 are with the AG's office for charging; four are with the Hearing Coordinator to be set for hearing

Assistant Director Bliss provided an update on hearings. There were three hearings in 2023. Nine hearings are scheduled between now and August. Six hearings are waiting to be scheduled. A large number of cases are with the AG's office waiting to be charged. The Certification Division is starting to get to a point where it can no longer schedule within a 90-day period because there aren't enough Administrative Law Judges or Assistant Attorney Generals to make it possible. The Certification Division is hoping to get more funding for this during the next legislative session. There are also a number of criminal cases pending before a hearing can be scheduled.

Commissioner Robinson asked for clarification on the breakdown of closed cases (i.e., how many fall outside of the WSCJTC's authority and how that is defined). **Assistant Director Bliss** promised to address this question when she presented on the data.

Commissioner Reynon requested that the Certification Division provide updates on the case backlog moving forward.

Commissioner Logue asked if it is too soon to know why there is an increase in the request for hearings. **Assistant Director Bliss** responded that some of the previously scheduled hearings involved egregious misconduct that was harder for the officer to fight. Some of the newly scheduled hearings fall under the new law where officers were already disciplined by their agencies, and they may feel like they can fight the charges. **Commissioner Logue** asked if any of the cases with newly requested hearings originated from complaints rather than discipline or termination from agencies. **Assistant Director Bliss** stated she can provide that information at the next Commission meeting.

Assistant Director Bliss gave an update on the summaries of certification hearings that were provided in the commission packet. **Chair Quinn** expressed appreciation for the transparency in providing the summaries. **Commissioner Logue** further appreciates that the hearing summaries include cases where the officer's certification was not revoked and where the WSCJTC did not meet the burden of proof.

The Commissioners would like the report of hearing outcomes to be included in the packet moving forward.

Assistant Director Bliss presented an index with links to the laws in Washington State governing officer conduct, which was requested by **Commissioner Pickup**. **Commissioner Logue** requested that the index also be included with the hearing examiner assignments.

Assistant Director Bliss presented two options to the Commissioners that would allow the Certification Division enough time to prepare data for the Commission meetings. A majority of commissioners agreed on the option that would provide them three months of data, but not data for the month immediately preceding the Commission meeting.

Assistant Director Bliss addressed Commissioner Robinson's question from earlier. In some cases, the WSCJTC will administratively close a case without conducting an investigation if it falls outside of the WSCJTC's jurisdiction (e.g., the subject of the complaint is not a certified officer, rudeness or demeanor complaints that violate an agency's policy but not the RCW, etc.).

Commissioner Robinson suggested the WSCJTC create subcategories to clarify the reason for closure. **Assistant Director Bliss** agreed and explained that the WSCJTC just started the process of grouping closed cases into subcategories (e.g., duplicate case, not a certified officer, insufficient information, etc.).

Commissioner Logue expressed interest in seeing data from the Certification Division regarding the outcomes of community-initiated complaints compared to agency-reported complaints.

Assistant Director Bliss noted that the WSCJTC often receives both a complaint and an agency report on the same case. The Certification Division will try to track and present this data in future reports with the new case management system.

Commissioner Robinson asked for clarification on the "Open Pending Expiration" category on the data report. **Assistant Director Bliss** provided an example where an officer is incarcerated in a different state and unavailable for an interview regarding their certification. Given that the officer hasn't worked for years, the WSCJTC could place them into an "Open Pending Expiration" category and let their certification expire. The case would not look like an active investigation since it is not being worked on. **Commissioner Reynon** clarified that this category should not be used to delay investigations. **Assistant Director Bliss** agreed.

Commissioner Webb asked whether the WSCJTC's subpoena power extends beyond Washington State. **Assistant Director Bliss** stated she would double check.

Commissioner Dreveskracht asked whether there are conflicting findings between the investigation of the employing agency and the WSCJTC's own investigations and if the WSCJTC tracks this. **Assistant Director Bliss** doesn't believe that this is common but will look into it.

Commissioner Logue expressed surprise that an incarcerated person can have an active certification. **Assistant Director Bliss** noted that these officers would be on the National Decertification Index while waiting for their certification to expire.

Commissioner Johnson asked if there was any risk, in these circumstances, for an officer to seek employment before the expiration of their certification. **Assistant Director Bliss** said it would be unlikely the officer would get hired by an agency in Washington State, because the prospective employer would have to do a certification check with the WSCJTC and be informed of the pending case. Ultimately, the agency makes the decision whether to hire the officer. The WSCJTC can place a flag on the officer in the National Decertification Index while the case is pending.

NEW BUSINESS

Approval of Meeting Minutes

Chair Quinn called for review and approval of the meeting minutes from December 13, 2023. **Chair Quinn** motioned to approve. **Commissioner Reynon** seconded the motion. The motion passed unanimously.

Canine Evaluator Applications

Valerie Jenkins-Weaver, Certification Operations Manager

The WSCJTC has five K9 Evaluator applications from the Washington State Patrol (WSP). None of them have any complaints. One of the five received re-training in Emergency Vehicle Operation Course (EVOC), but nothing substantial raised a concern. One application is a recertification, and the others are new. **Commissioner Logue** made a motion to approve. **Commissioner Anaya** approved. The motion passed unanimously.

Skamania County Training Variance Request

Valerie Jenkins-Weaver, Certification Operations Manager

Valerie Jenkins-Weaver presented a variance request submitted to the Executive Director by Sheriff Scheyer of Skamania County Sheriff's Office. The request concerned an officer whose certification expired on June 7, 2023. Under these circumstances, the officer would be required

to attend the BLEA academy. He was previously hired by Clark County Sheriff's Office in 2013. He resigned in lieu of termination in 2016 from Clark County. He was hired at Woodland Police Department. He resigned from that position in 2019 with no reported misconduct. His certification expired in 2023.

Sheriff Scheyer offered comments in support of her request. She indicated that based on her review of his application and background materials, the officer was a good candidate. She believed his difficulties at Clark County stemmed from conflict with a particular supervisor. She also indicated that her agency is currently suffers from a severe staffing shortage. Accordingly, **Sheriff Scheyer** requested that the officer be allowed to attend the BLEA equivalency academy.

Commissioner Hunter commented that it would be beneficial to the community to provide the officer with adequate training. Five years is a significant amount of time to pass with the changing of laws in that time.

Commissioner Dreveskracht asked about the alleged misconduct that led to the officer's separation from Clark County. **Sheriff Scheyer** indicated the misconduct had something to do with the response to a burglary

Commissioner Johnson asked whether there was misconduct at Clark County or an issue with the officer's supervisor, as implied by Sheriff Scheyer. **Sheriff Scheyer** indicated there may have been a personal issue with a supervisor at Clark County.

Commissioner Thomas asked what the officer has been doing since he was last employed in law enforcement. **Sheriff Scheyer** said the former officer has been operating his own company.

Commissioner Reynon asked why this officer resigned from Woodland Police Department after a few months. **Sheriff Scheyer** indicated there was a problem with his third Field Training Officer (FTO) at Woodland Police Department.

Commissioner Pickup stated she has inadequate information to proceed today.

Commissioner Reynon made a motion to deny the request. **Commissioner Dreveskracht** seconded the motion.

Commissioner Robinson believes it is in the best interest of all parties that this officer undergoes the full training academy.

Chair Quinn commented that having worked on the language of the Washington Administrative Code (WAC) and the intended clarity, he takes the language very seriously, especially in the case of extenuating circumstances. He stated he will join others in denying the request.

Commissioner Scairpon stated he understands the issues law enforcement agencies are facing with low staffing; however, he supports the direction of the conversation toward denying the variance request and hopes that more training would make the officer more successful.

Commissioner Robinson called for a vote. The motion to deny the variance request passed unanimously.

Polygraph

Chair Quinn allowed Commissioner Scairpon time to provide information to the Commissioners on polygraph protocol. **Commissioner Scairpon** said at his agency, the candidate fills out a personal history questionnaire for the agency and for the polygraph examiner. When the candidate is hooked up to the polygraph machine, the polygraph examiner goes through the questionnaire with the candidate and asks follow-up questions to establish a physiological response. The Chief reviews the final background packet and personal history questionnaires.

Certification Hearing WACs

Kayla Wold, Hearings Coordinator

WAC 139-06-070 – Conference and Hearing Procedures

Minor language changes to remove the passive voice, provide consistency and add clarity and transparency. The following numbers were added: (13), (14).

WAC 139-03-070 – Burden and Standard of Proof

Cleaned up and clarifies the standard of proof and who holds the burden. The following numbers were added: (1), (2), (3), (4).

Commissioner Reynon motioned to approve the proposed WAC amendments. **Commissioner Scairpon** seconded the motion. The motion passed unanimously.

24-Hour Annual In-Service WAC

WAC 139-05-300 – Requirement for In-Service Training

The WAC was updated to expand the definition of “Certified Officer” to include certified corrections officers and certified limited authority officers.

Commissioner Dreveskracht motioned to approve the proposed WAC amendments. **Vice Chair Sapp** seconded the motion. The motion passed unanimously.

Hearing Panel Member Application

Kayla Wold, Hearings Coordinator

Kayla Wold introduced the candidate profile for Tionna Miller, who is applying for the position of background and expertise in police accountability.

The panel member’s application was unanimously approved.

Chair Quinn adjourned the meeting at 12:24 P.M.

Next Meeting: June 12, 2024, 10 A.M., WSCJTC
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Written by:	_____	<u>Enter Date</u>
	Lauren Caputo Allen, Community Liaison Manager	Date

Reviewed by:	_____	<u>Enter Date</u>
	Monica Alexander, Executive Director	Date

Approved by:	_____	<u>Enter Date</u>
	De’Sean Quinn, Commission Chair	Date

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

TO: Commissioners
FROM: Coroner/Medical Examiner Program
SUBJECT: Waiver Request – King County Medical Examiner’s Office Dr. Brian Mazrim
DATE: 5/22/2024



Greetings Commissioners:

King County Medical Examiner Chief Medical Examiner, Dr. Lacy, has submitted a request for a training waiver to the Executive Director for Dr. Brian Mazrim on April 2, 2024. Pursuant to WAC 139-03-030(3), the waiver request must be presented to the Commission for full consideration at its next meeting.

Pursuant to RCW 43.101.480, all medical examiners must successfully complete medicolegal forensic investigation training unless other exempted. Exemption eligibility requirements for medical examiners were established in WAC 139-27-100(2a) which would require Dr. Mazrim to attend the Core Medicolegal Forensic Investigation training established to meet RCW 43.101.480 to receive certification. Dr. Lacy requests that Dr. Mazrim be granted a waiver based on education and experience. Dr. Lacy’s request is attached to this memorandum, and he intends to be present at the Commission meeting to answer any questions.

Records and information were provided to and reviewed by commission staff which outline Dr. Mazrim’s relevant training, education, experience, and licensure. A review of records provided to WSCJTC revealed the following:

- Dr. Mazrim graduated medical school in 1996 and completed residence in Anatomic and Clinical Pathology in 2000.
- Dr. Mazrim completed medicolegal death investigator training course through the Saint Louis School of Medicine in 1993.
- Dr. Mazrim completed a Forensic Pathology fellowship in 2001.
- Dr. Mazrim has been a licensed medical doctor by the Washington Medical Commission since 2001.
- Dr. Mazrim has been employed as an Associate Medical Examiner by the King County Medical Examiner’s Office since 2001.
- Dr. Mazrim teaches fellows, residents, and medical students at the King County Medical Examiner’s Office.
- Dr. Mazrim regularly attends courses for continuing medical education through the King County Medical Examiner’s Office which are accredited through the University of Washington and the Accreditation Council of Graduate Medical Education.

Dr. Mazrim has been continuously employed by the King County Medical Examiner’s Office as an Associate Medical Examiner for the last 23 years. He has no reports of misconduct or unethical behavior.



King County Medical Examiner's Office

Harborview Medical Center
325 Ninth Avenue, Box 359792
Seattle, WA 98104-2499

206-731-3232 Fax 206-731-8555
TTY Relay: 711

www.kingcounty.gov/health

April 2, 2024

Monica Alexander
Executive Director
Criminal Justice Training Commission
19010 1st Avenue South
Burien, WA 98148

Re: Request for waiver of medicolegal forensic investigation training for medical examiner

Dear Executive Director Alexander:

Pursuant to WAC 139-03-030, I am writing to request a waiver of the board-certification requirement for exemption from medicolegal forensic investigation training for medical examiners as set forth in WAC 139-27-100 (2)(a)(ii) on behalf of Brian Mazrim, MD, an Associate Medical Examiner at the King County Medical Examiner's Office.

Dr. Mazrim graduated from the Saint Louis University School of Medicine in 1996. He completed residencies in Anatomic and Clinical Pathology at the Saint Louis University Hospital in 2000. Following residency, Dr. Mazrim completed a fellowship in Forensic Pathology at the Milwaukee County Medical Examiner's Office in 2001. At that time, he became board-eligible in Anatomic, Clinical, and Forensic Pathology. Additionally, Dr. Mazrim attended the Medicolegal Death Investigator Training Course at the Saint Louis University School of Medicine in 1993. He also attended the Masters Conference for Advanced Death Investigation at the same institution in 1997 and 1999.

After his training, Dr. Mazrim was hired in 2001 as an Associate Medical Examiner by the King County Medical Examiner's Office and has practiced forensic pathology in that capacity since then. To the best of my knowledge, Dr. Mazrim is now the longest serving county-employed medical examiner in the state of Washington with approximately 23 years of experience. He has personally performed thousands of autopsies and observed or reviewed tens of thousands more. He has performed or supervised hundreds of homicide examinations and is considered an expert in forensic pathology by his colleagues and the courts in which he testifies.

In addition to his work experience, Dr. Mazrim teaches fellows, residents, and medical students who rotate at the King County Medical Examiner's Office. He regularly attends the office's teaching conference which is accredited through the University of Washington and the Accreditation Council of

Graduate Medical Education for up to four hours of continuing medical education credits per month. Furthermore, he is an active participant in the office's quality assurance program.

Under the current rules, a medical examiner may be granted an exemption to the medicolegal forensic investigation training requirement if they are employed by a medical examiner's office, are board-certified in forensic pathology, have a current medical license in WA, and are in good standing at their place of employment. WAC 139-27-100 (2)(a)(i-iv).

Dr. Mazrim is board-eligible in forensic pathology but is not board-certified. He otherwise meets the requirements for exemption (see accompanying documentation). Therefore, I respectfully request that the commission waive the board certification requirement under WAC 139-27-100 (2)(a)(ii) so that Dr. Mazrim may be exempted from the training. I believe doing so would be consistent with the legislature's intent regarding exemptions to this medicolegal forensic investigation training:

The commission shall exempt from this requirement any ... medical examiner ... who has obtained training comparable to the medicolegal forensic investigation training by virtue of educational or professional training or *experience*. (Emphasis added.)

RCW 43.101.480 (2).

The foregoing is true to the best of my knowledge, information, and belief and I will personally appear before the Commission in support if this request if necessary. Thank you for your consideration and please do not hesitate to contact me if you have questions.

Respectfully,



J. Matthew Lacy, MD
Chief Medical Examiner
King County Medical Examiner's Office
325 9th Avenue
Box 359792
Seattle, WA 98104-2499



King County Medical Examiner's Office

Harborview Medical Center
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Public Health 
Seattle & King County

Jennifer Pendray
Coroner/Medical Examiner Program Manager
Criminal Justice Training Commission

19010 1st Avenue S
Burien, WA 98148

Jennifer.pendray@cjtc.wa.gov

April 2, 2024

Dear Ms. Pendray:

I am writing this letter to confirm that Dr. Brian Mazrim is an employee in good standing here at the King County Medical Examiner's Office. Dr. Mazrim has been employed as an Associate Medical Examiner since July 2001, and has received exemplarity evaluations during that time.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Matthew Lacy", with a long horizontal flourish extending to the right.

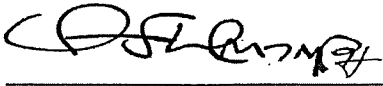
J. Matthew Lacy, MD
Chief Medical Examiner

Washington State Department of Health

By the authority of RCW 18.71 this person

BRIAN S MAZRIM

is granted a
Physician And Surgeon License
Washington State Department of Health


Secretary

Status

ACTIVE

Effective Date

07/27/2022

Initial Issuance

05/25/2001

Credential Number

MD 00039910

Expiration Date

08/03/2024

KING COUNTY MEDICAL EXAMINER'S OFFICE
WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

January 2021

WEDNESDAYS, 1:00 PM – 2:00 PM

At King County Medical Examiner's Office Conference Room, 908 Jefferson Street, 2nd Floor
Free. No preregistration required.

Accreditation

King County Medical Examiner's Office is affiliated with the University of Washington School of Medicine.

The University of Washington School of Medicine is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

The University of Washington School of Medicine designates this live activity for a maximum of 52.0 *AMA PRA Category 1 Credits*[™]. Physicians should claim only the credit commensurate with the extent of their participation in the activity. (Each session is 1.0 credit)

THIS MONTH'S TOPICS

January 6
Traffic Conference

January 13
Forensic Odontology
(Dr. Gary Bell)

January 20
Death Investigation in Snohomish
County
(Dr. Robert Johnston)

January 27
ASCP Check Sample

FACULTY

Course Director:
Richard Harruff, MD, PhD

Faculty:
Micheline Lubin, MD
Brian Mazrim, MD
Norman Thiersch, MD
*Nicole Yarid, MD
*(*Denotes this month's rotating moderator)*

Others:
KCMEO Investigative and
Technical Staff
Law Enforcement Criminal and
Accident Investigators

OBJECTIVES

*At the conclusion of this activity,
participants will be able to:*

- Describe common traumatic injuries and how they cause death
 - Be able to explain the importance of medicolegal investigation and documentation
- Discuss how injuries occur in real life situations and how they may be prevented

**KING COUNTY MEDICAL EXAMINER'S OFFICE
WEEKLY FORENSIC PATHOLOGY CONFERENCE**

"Problems in Forensic Pathology"

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THIS MONTH'S TOPICS

February 3

***Caste as A Meaningful Demographic
Marker in Medical Examiner Data***

February 10

Case Review

February 17

Visualizing Medical Examiner Data

February 24

Case Review

FACULTY

Course Director:

***Richard Harruff, MD, PhD**

Faculty:

Micheline Lubin, MD

Brian Mazrim, MD

Norman Thiersch, MD

Nicole Yarid, MD

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KING COUNTY MEDICAL EXAMINER'S OFFICE

WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

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THIS MONTH'S TOPICS

**March 3
Hypothermia**

**March-10
Northwest-HIDTA-(High-Intensity
Drug-Traffic-Areas)
Officer-Mark-Gosling**

**March 17
Case Review**

**March 24
Traffic Conference**

**March 31
Medicolegal Investigation of Infant
Death**

FACULTY

Course Director:
Richard Harruff, MD, PhD

Faculty:
*Micheline Lubin, MD
Brian Mazrim, MD
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WEEKLY FORENSIC PATHOLOGY CONFERENCE
"Problems in Forensic Pathology"

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THIS MONTH'S TOPICS

April 7
Case Review

April 14
Case Review

April 21
Traffic Collisions Special Presentation
KCSO MARR Detective Hiemstra

April-28
Fat & Air Embolisms

FACULTY

Course Director:
Richard Harruff, MD, PhD

Faculty:
Micheline Lubin, MD
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"Problems in Forensic Pathology"

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THIS MONTH'S TOPICS

~~May 5~~

~~Medicolegal Death Investigation—Scene~~

May 12

COVID

~~May 19~~

~~SCUBA/Diving deaths~~

May 26

Neck injuries

MED STAFF
PRESENTATION
LST.

STAFF NO LONGER
WITH KMED

FACULTY

Course Director:

Richard Harruff, MD, PhD

Faculty:

Micheline Lubin, MD

Brian Mazrim, MD

*Norman Thiersch, MD

Nicole Yarid, MD

(*Denotes this month's rotating moderator)

Others:

KCMEO Investigative and
Technical Staff

Law Enforcement Criminal and
Accident Investigators

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KING COUNTY MEDICAL EXAMINER'S OFFICE
WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

June 2021

WEDNESDAYS, 1:00 PM – 2:00 PM

At King County Medical Examiner's Office Conference Room, 908 Jefferson Street, 2nd Floor
Free. No preregistration required.

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THIS MONTH'S TOPICS

June 2

Overdose Response Efforts in King County
(Brad Finegood, Strategic Advisor PHSKC)

June 9

Case Review

June 16

Case Review

June 23

The Epidemic Within A Pandemic
(Alana Golding, OD2A intern)

June 30

KCMEO Fellowship Year Review

FACULTY

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THIS MONTH'S TOPICS

July 7

**Introduction to King County
Medical Examiner's Office**

July 14

Scene investigations

July 21

Forensic autopsy

July 28

Toxicology and Surveillance

FACULTY

Course Director:

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THIS MONTH'S TOPICS

August 4
Toxicology Roundup

August 11
Firearm Injuries, Part I

August 18
Story Behind East African Immigrants
Mergitu Argo, Seattle Police Community
Service Officer

August 25
AAFS Presentation

FACULTY

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THIS MONTH'S TOPICS

September 1

Washington State's Sexually Violent Predators:

Law and Practice

Don Raz, Senior Dep. Prosecuting Attorney

KCPAO

~~September 8~~

~~Case Review~~

September 15

~~ASCP-Check-Sample~~

September 22

Tracking and Memorializing Homeless Deaths

in Seattle with WHEEL Women in Black

Anitra Freeman, Rachel Scott, Colleen McCarty

September 29

Case Review

FACULTY

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THIS MONTH'S TOPICS

**November 3
Surveillance Projects of KCMEO**

**November 10
Review of past KCMEO Conferences**

**November 17 – KCMEO STAFF ONLY
Introduction to Toxicology
Brian Capron, WSP Tox Lab**

**November 24
Racial Dynamics of KCMEO Data**

FACULTY

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"Problems in Forensic Pathology"

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THIS MONTH'S TOPICS

December 1
Fire Fatalities

December 8
Case Review

December 15
Expert Panel on Homelessness Crisis
Sally Burnette, Mary's Place
Amy Hagopian, PhD, UW School of Public Health
Michele Marchand, WHEEL/WIB
Lee Thornhill, Healthcare for the Homeless, SKPH

December 22
Medicolegal Death Investigation for the Season

December 29
Medicolegal Death Investigation – Year in Review

FACULTY

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Richard Harruff, MD, PhD

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THIS MONTH'S TOPICS

January 5

**Medicolegal Death Investigation
The Year Ahead**

January 12

Cornea Donation

***Mike Meyer, Regional Development Manager at
SightLife***

January 19

Epidemic Surveillance

January 26

~~Mass Fatality Management~~

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THIS MONTH'S TOPICS

February 2

Blast/Explosion-Related Deaths Case Review
(Not Broadcasted)

February 9

Traffic Fatalities
(Online)

February 16

AAFS Presentations
(Online)

February 23

Impalement Case Review
(Not Broadcasted)

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THIS MONTH'S TOPICS

~~March 2~~

~~Hypothermia
(Not Broadcasted)~~

~~March 9~~

~~Environmental Toxicology
(Online)~~

March 16

**Military Traumatic Brain Injury Study
Christine MacDonald
(Online)**

~~March 23~~

~~Sharp Force Injury
(Not Broadcasted)~~

March 30

**Postmortem Changes/Estimation of
Postmortem Interval and Classification of
Injuries
(Online)**

FACULTY

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THIS MONTH'S TOPICS

April 6
Case Review
(Not Broadcasted)

April 13
Mentoring in Pathology
Melissa Upton, MD
(Online)

April 20
Flight-Related and Mass Disaster Deaths
(Online)

April 27
Case Review
(Not Broadcasted)

FACULTY

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May 4

**Case Review
(Not Broadcasted)**

~~**May 11**~~

~~**Traditional Somali/Islam Burial Practices
by Mohamed Hassan
(Online)**~~

May 18

**Mock Trial
(Not Broadcasted)**

~~**May 25**~~

~~**Racism as a Public Health Crisis
by Tesia Forbes
(Online)**~~

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THIS MONTH'S TOPICS

~~June 1~~

~~Methods of Administration in
Fentanyl Overdoses
(Online)~~

~~June 8~~

~~Mock Trial
(Not Broadcasted)~~

~~June 15~~

~~Update on Drug Trends and Response
by Brad Finegood
(Online)~~

June 22

Child Abuse Issues
by Kenneth Feldman and Ajay Koti
(Online)

June 29

Case Review
(Not Broadcasted)

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THIS MONTH'S TOPICS

July 6
Introduction to KCMEO
(Online)

July 13
Scene Investigation
(Online)

~~**July 20**~~
~~**Forensic Autopsy**~~
~~**(Online)**~~

July 27
Firearm Injuries I
(Online)

FACULTY

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~~August 3~~
~~Firearms II~~
~~(Online)~~

~~August 10~~
~~Forensic Anthropology~~
~~(Online)~~

August 17
Traffic Case Review (Bus Related)
(Not Broadcasted)

August 24
Medical Toxicology and
Washington Poison Center
by Scott Phillips
(Online)

~~August 31~~
~~Post-mortem Chemistry and~~
~~Post-mortem Changes~~
~~(Online)~~

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**Intro to X-ray Imaging & Forensic Radiology
Program by Kalpana Kanal, PhD
(Online)**

September 14

**Investigation of Infant Deaths
(Online)**

September 21

**Forensic Epidemiology
(Online)**

~~**September 28**~~

~~**Case Reviews
(Not Broadcasted)**~~

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THIS MONTH'S TOPICS

~~October 5~~

~~SPD "Before the Badge" Training Program~~

~~Sergeant Ron Campbell & Victoria Beach~~

~~(Online)~~

—

October 12

Case Review

(Not Broadcasted)

~~October 19~~

~~Case Review~~

~~***(Not Broadcasted)***~~

October 26

2022 NAME Annual Meeting

Nicole Johnson, MD & Heather Maioli, MD

(Online)

FACULTY

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~~Wound Care~~
~~by Sally Munn~~
~~(Online)~~

November 9
Expert Witness Testimony
(Not Broadcasted)

November 16
Psychological Autopsy
by Irina King
(Online)

November 23
Case Review
(Not Broadcasted)

November 30
American Society for Clinical Pathology
(Online)

FACULTY

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Faculty:
Nicole Jackson, MD
*Micheline Lubin, MD
Amanda Maskovyak, MD
Brian Mazrim, MD
Nicole Yarid, MD
*(*Denotes this month's rotating moderator)*

Others:
KCMEO Investigative and
Technical Staff
Law Enforcement Criminal and
Accident Investigators

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KING COUNTY MEDICAL EXAMINER'S OFFICE
WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

December 2022

WEDNESDAYS, 1:00 PM – 2:00 PM

At King County Medical Examiner's Office Conference Room, 908 Jefferson Street, 2nd Floor
Free. No preregistration required.

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THIS MONTH'S TOPICS

December 7

**Investigation of fetal death
Investigation of homicide/suicide**

December 14

Case Review - Anthropology

December 21

Case Review - Firearms

December 28

Case Review – Fetal Deaths

FACULTY

Course Director:

Richard Harruff, MD, PhD

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THIS MONTH'S TOPICS

~~January 4~~

~~Journal Club:~~

~~Short Falls In Children~~

~~(Online)~~

January 11

Case Review: Industrial Accidents

January 18

Toxic Ingestion

Beware of the "Benign"

January 25

Case Review:

Accidental Gunshot Wounds and Hypothermia

FACULTY

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THIS MONTH'S TOPICS

February 1

Bridge Jumpers

By Veena Singh, MD, MPH

(Online)

February 8

History of the Opioid Epidemic

By Dr. Richard Harruff

(Online)

February 15

Journal Club:

Restraint-Related Deaths

(Not Broadcasted)

February 22

Asphyxia Case Review

By Dr. Nicole Jackson

(Online)

FACULTY

Course Director:

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THIS MONTH'S TOPICS

March 1

Strangulation Injuries

~~**March 8**~~

~~**Environmental Deaths**~~

~~**March 15**~~

~~**Pathobiology of Toxic Exposures-**~~
~~**Cancelled**~~

March 22

**Case Review: Interpersonal and
Domestic Violence**

March 29

**Environmental Hypothermia and
Opioids**

FACULTY

Course Director:

***Richard Harruff, MD, PhD**

Faculty:

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KING COUNTY MEDICAL EXAMINER'S OFFICE

WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Special Topics in Forensic Pathology"

April 2023

WEDNESDAYS, 1:00 PM – 2:00PM

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THIS MONTH'S TOPICS

April 5th

Case Review

Pediatric and cardiac pathology

Dr. Jackson

~~April 12th~~

~~Journal Club: SUDEP~~

~~Neuropathology~~

~~Dr. Maioli~~

~~April 19th~~

~~Population Affinity~~

~~Forensic Anthropology~~

~~Dr. Seidel and Kiana Miller~~

April 26th

Seizure-related neuropathology

Neuropathology

Dr. Johnson

FACULTY

Course Director:

*Nicole Jackson, MD, MPH

Faculty:

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Micheline Lubin, MD

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Nicole Yarid, MD

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Others:

KCMEO Investigative and

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Law Enforcement Criminal and

Accident Investigators

OBJECTIVES

At the conclusion of this activity, participants will be able to:

- Identify common types of myocarditis histologically.
- Properly certify the deaths of individuals with a history of epilepsy.
- Describe basic neuropathologic findings in individuals with a history of seizures.

KING COUNTY MEDICAL EXAMINER'S OFFICE

WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

MAY 2023

WEDNESDAYS, 1:00 PM – 2:00 PM

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THIS MONTH'S TOPICS

May 3

Mock Trial for Fellows

May 10

Death: A Community Affair

May 17

Giving Voice to MEO: How Data Science Reveals Untold Stories and Highlights Unseen Contributions

May 24

Cognitive Biases by Dr. Heather Maioli & Bias in Forensic Pathology by Dr. Nicole Johnson

May 31

Adult Neglect

Page Ulrey and Kathleen Van Olst, KCPAO

FACULTY

Course Director:

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Faculty:

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WEEKLY FORENSIC PATHOLOGY CONFERENCE

"Problems in Forensic Pathology"

JUNE 2023

WEDNESDAYS, 1:00 PM – 2:00 PM

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THIS MONTH'S TOPICS

~~**June 7 (12pm-2pm)**~~

~~*1-hour CME credit*~~

~~**Gun Safety**~~

~~*Malory Molt & Brian Smelser, WSP*~~

June 14

Mock trial testimony, infant cases

~~**June 21**~~

~~**Mass Fatality Management Using RFID**~~

~~**Technology**~~

June 28

Fellowship Wrap-up: Noteworthy Cases

FACULTY

Course Director:

Richard Harruff, MD, PhD

Faculty:

Micheline Lubin, MD

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JULY 2023

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THIS MONTH'S TOPICS

~~July 5~~

~~Intro to KCMEO Roles & Responsibilities~~

July 12

Firearm Injuries

~~July 19~~

~~Case Review:~~

~~Cancelled~~

July 26

Overdose Surveillance Projects

FACULTY

Course Director:

Micheline Lubin, MD

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THIS MONTH'S TOPICS

September 6

**Case Review:
Dismembered Remains**

September 13

Explosives and Blast Injuries

September 20

**The Law and Forensic Pathology
*Don Raz, KCPAO***

~~**September 27**~~

~~**Work Up of Comingled Dismembered Remains**~~

FACULTY

Course Director:

***Micheline Lubin, MD**

Faculty:

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THIS MONTH'S TOPICS

October 4

Case Review: Halloween Deaths

October 11

Primer to UW Brain Bank

~~**October 18**~~

~~**Journal Club: Vampirism**~~

October 25

**Every Forensic Pathologist's Nightmare:
Staged Scenes**

***Erin Worrell, Chief of Investigations
Office of the Denver Medical Examiner
(In Person and Interoffice Broadcast)***

FACULTY

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Matthew Lacy, MD

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November, 2023

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THIS MONTH'S TOPICS

**November 1
Case Review**

**November 8
Case Review**

**November 15
Journal Club: Postmortem CT
Angiography**

**November 22
Thresholds and Best Practices for
Classifying Non-Alcoholic Fatty Liver
Disease**

**November 29
Islamic Burial
Mohamed Sheikh Hassan
Somali Health Board**

FACULTY

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Matthew Lacy, MD

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THIS MONTH'S TOPICS

December 6

NAME/WSP Crime Lab Round Up

December 13

**Journal Club- Forensic DNA
Extraction Methods**

December 20

Histology Is Cool

~~**December 27**~~

~~**Histology Is Cool (Continued)**~~

FACULTY

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Matthew Lacy, MD

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THIS MONTH'S TOPICS

January 3

Evidence Based Forensic Medicine:
Correlation of Postmortem CT Scans with
Autopsy

Dr. Richard C. Harruff, MD, PhD

January 10

NMS Testing Scopes
Brianna Peterson
NMS

January 17

Journal Club & Visual Review of Acute and
Chronic Dermatitis
Michael Brown, DO

January 24

Postmortem diagnosis of hypothermia
J. Matthew Lacy, MD

~~January 31~~

~~Gender Identity in Forensic Death Investigation
Juniper Fedor, DeKalb County Medical
Examiner~~

FACULTY

Course Director:

*J. Matthew Lacy, MD

Faculty:

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Brian Mazrim, MD

Nicole Yarid, MD

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THIS MONTH'S TOPICS

02/07/2024

Firearm Injuries (Part I)

Dr. Richard C. Harruff, MD, PhD

02/14/2024

Firearm Injuries (Part II)

Dr. Richard C. Harruff, MD, PhD

~~**02/21/2024**~~

~~**Journal Club: Concealed Homicides**~~

~~**Dr. Michael Brown, DO**~~

02/28/2024

AAFS Pearls

**Dr. Rhonda Mittenzwei, MD
& Nicole Yarid, MD**

FACULTY

Course Director:

Matthew Lacy, MD

Faculty:

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Brian Mazrim, MD

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THIS MONTH'S TOPICS

March 6

**The Pathophysiology of Prolonged Space
Flight**

Amanda Maskovyak, MD

March 13

**AAFS Pearls- Part Zwei
Rhonda Mittenzwei, MD**

March 20

**Journal Club: Pneumonia Antigen
Detection on PM Urine & Proposed UW
LabMed Sample Collection and
Submission for Suspected Meningitis**

Michael Brown, DO

March 27

**Overview of Forensic Document
Examination**

Kevin Kulbacki

KDX Forensic Consulting

FACULTY

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THIS MONTH'S TOPICS

April 3

Case Review

Brian Mazrim, MD

April 10

Seattle Children's and Microsoft SIDS

Research Summit Update

Rhonda Mittenzwei, MD

~~**April 17**~~

~~**Forensic Portraiture**~~

~~**Stephen Missal**~~

~~**Maricopa County Forensic Lab**~~

April 24

Journal Club

Michael Brown, DO

FACULTY

Course Director:

Matthew Lacy, MD

Faculty:

Micheline Lubin, MD

Amanda Maskovyak, MD

***Brian Mazrim, MD**

Timothy Williams, MD

Nicole Yarid, MD

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May, 2024

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THIS MONTH'S TOPICS

May 1

NYC OCME Neuropathology Service:

Interesting Cases from 2023-2024

Heather Maioli, MD

NYC Office of Chief Medical Examiner

May 8

Case Reviews

May 15

Mock Trial

May 22

Experience Working at a Neighboring

ME Office

Timothy Williams, MD

~~**May 29**~~

~~**WACME Recap**~~

FACULTY

Course Director:

Matthew Lacy, MD

Faculty:

Micheline Lubin, MD

Amanda Maskovyak, MD

Brian Mazrim, MD

***Timothy Williams, MD**

Nicole Yarid, MD

*(*Denotes this month's rotating moderator)*

Others:

KCMEO Investigative and

Technical Staff

Law Enforcement Criminal and

Accident Investigators

OBJECTIVES

At the conclusion of this activity, participants will be able to:

- Describe common traumatic injuries and how they cause death
- Be able to explain the importance of medicolegal investigation and documentation
- Discuss how injuries occur in real life situations and how they may be prevented

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

TO: WSCJTC Commissioners
FROM: Derek Zable, Public Records Officer and Records Manager
SUBJECT: WAC 139-02-021, 050, 070, & 090 updates
DATE: May 23, 2024



Hello Commissioners,

This WAC is to further update the Public Records WACs within WAC 139-02. I've had the opportunity to work through a rapid change in 2021 to the agency's exemptions with ESSB 5051. Previously, all certification investigations, notices of hires and notices of separations were exempt. With the passage of ESSB 5051, those are now all requestable. Since 2021, we've had a rapid increase in the total number of requests from 132 in 2021, to 435 in 2023, and potentially 600+ in 2024. In 2021, we provided one Certification investigation, and we're projected to potentially provide nearly 100 in 2024. The volume, complexity, and types of records the WSCJTC receives during these investigations requires a team to process. Public records requests, for now, are left to two people for the entire agency. These updates are to improve the WAC for processing, clarity, consistency, and legal defensibility. As Public Records Officer, I work to be as transparent as possible and assist the public in their right to inspect or receive copies of the records of the WSCJTC.

WAC 139-02-021 – Definitions

- (2) **Customary business hours** is updated to remove the days of the week and timeframe from the WAC and place the timeframe of the hours onto the website where the agency has the flexibility to adapt those hours as needed, and where the public has more access find it.
- (5) **Page** is updated to refer to the standard 8" x 11" size of a piece of printer paper. The definition was previously open to ambiguity.

WAC 139-02-050 – Availability of Public Records.

- (1) **Hours of inspection of records** is updated to, again, remove the customary business hours from the WAC and place it where it on the website where it is more accessible.
- (2) **Records Index** is updated to bring this into the modern era, where records are electronically available and can be placed onto the website. It also removes the physical location of the index and copying information, as it will be freely available on the website. In (2)(a)(i), it also informs the public that the WSCJTC does not possess a historical index.
- (3) Was updated to include or designee to inspection processes to allow flexibility in who administers the process.

(4) Making a request for public records is updated to better follow the code revisors style guide by removing bullet points and adding subsection references. It also includes an item about including the date of a request, and that a description of a record will also be accepted. In (4)(b), clarifies that requests made in person must be during customary business hours at the Burien Campus to the public records officer or designee. Further clarifying for the public who and how an in-person request may be made. Finally, the reference was updated at the end to reflect the new numeration.

WAC 139-02-070 Costs for providing copies of public records

(4) Costs for paper copies was updated to reflect the assessment of copying fees made for each request.

(5) Costs for electronic records was updated to reflect the assessment of copying fees made for each request.

(7) Payment was updated to reflect the WSCJTC process as the WSCJTC does not provide invoices or accept direct payment. The WSCJTC goes through DES to perform that function. As the agency expands this language will allow the process to adapt as needed.

(8) Payment date was updated to a clearer and more legally defensible process.

(9) Summary of charges was updated to clarify that each request will be provided a summary of potential charges, should the request exceed the waiver amount. Each requester will be notified on the waiver amount, and it will be tracked.

(10) Waiver of charges was updated to reflect the legal necessity of allowing the Public Records Officer to control the discretion of waivers after a request exceeds the waiver minimums. The prior language would have allowed a requester to circumvent the page waiver by making additional requests as the language was vague on how it applied. This language still allows requesters a significant number of records before fees may apply. This is required for the multitude of instances where a waiver is appropriate, including but not limited to:

- (a) when a requester exceeds the waiver minimum by a marginal amount that charging would be burdensome on the agency and the requester.
- (b) provide spreadsheets to requesters that easily push over the waiver minimums but require very little staff time to provide, and would be silly to charge 1.25 cents for a single spreadsheet.

During the prior commission meeting regarding changes to the waiver section, I took the commissions words to heart regarding transparency and public service. The WSCJTC public records staff have been complemented multiple times by KING5, Seattle Times, multiple law firms, and other public record users around the country as a model of service. We've had another state agency inquire about how we serve the public since we came recommended.

WAC 139-02-090 Processing requests for public records.

(2) Acknowledging receipt of requests was updated to update the language to current practices, and allow for the abandonment of requests after 30 days when clarification is not provided on entirely unclear requests, or on the portions of unclear requests after records have been provided on the other portions of the request.

(6) Records exempt from disclosure the RCW reference for background investigations was included in the example list of exempt records.

(9) Inspection of public records was updated to clarify the inspection section on scheduling inspections and the process that will be taken if a requester does not show up for inspection.

(10) Providing records in installments was updated to refer to the abandonment language of the WAC.

This concludes the changes. Thank you for your time and I look forward to the Commission meeting.

Sincerely,

Derek Zable
WSCJTC Records Manager

AMENDATORY SECTION (Amending WSR 22-19-001, filed 9/7/22, effective 10/8/22)

WAC 139-02-021 Definitions. The definitions set forth in RCW 42.56.010 apply throughout this chapter. In addition, the definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) **Commercial purposes** means a business activity by any form of business enterprise intended to generate revenue or financial benefit.

(2) **Customary business hours** refers to Burien administrative office hours (~~which are 8:00 a.m. to 5:00 p.m., Monday through Friday~~) as provided on the commission's website at cjtc.wa.gov, excluding holidays and days the commission is closed.

(3) **Electronic format** or **electronic records** or **electronic records format** refer to digital records as distinct from paper; examples include email, Word or Excel documents, PDF, or media files.

(4) **Executive director** means the executive director of the Washington state criminal justice training commission.

(5) **Page** means one impression/image on a single side of a standard 8" x 11" sheet of paper. It also applies to one electronic image of a single side of a sheet of paper. For example, the commission considers a physical sheet of paper with an impression/image on both sides as two pages.

(6) **Public Records Act** means the same as chapter 42.56 RCW.

(7) **Public records officer** means the public records officer or designee for the commission appointed by the executive director.

(8) **Request** or **public records request** means a public records request made pursuant to chapter 42.56 RCW.

AMENDATORY SECTION (Amending WSR 22-19-001, filed 9/7/22, effective 10/8/22)

WAC 139-02-050 Availability of public records. (1) **Hours for inspection of records.** Public records are available for inspection and copying by appointment, per WAC 139-02-090(9), during ((normal)) customary business hours of the commission((; 8:00 a.m. to 5:00 p.m., Monday through Friday, excluding legal holidays and days the campus is closed)). Records must be inspected at the Burien campus of the commission.

(2) **Records index.**

(a) The commission shall have available to all persons (~~at its offices in Burien~~) on its website a current index which provides identifying information as to the following records:

(i) ~~((All))~~ No historical index exists for records issued before July 1, 1990 (~~(, for which the commission has maintained an index))~~;

(ii) Final orders entered after June 30, 1990, that are issued in adjunctive proceedings as defined in RCW 34.05.010(1) and contain an analysis or decision of substantial importance to the commission in carrying out its duties;

(iii) Declaratory orders entered after June 30, 1990, that are issued pursuant to RCW 34.05.240 and contain an analysis or decision of substantial importance to the commission in carrying out its duties;

(iv) Interpretive statements as defined in RCW 34.05.010(8) that were entered after June 30, 1990;

(v) Policy statements as defined in RCW 34.05.010(14) that were entered after June 30, 1990; and

(vi) Meeting minutes of the governing body of commission.

(b) The system of indexing shall be as follows:

(i) The indexing system shall be administered by the commission's public records officer (~~and shall be located at the Burien campus~~).

(ii) (~~Copies of~~) The record indexes shall be available under the public record section on the commission's website for public inspection and copying (~~in the same manner provided for the inspection and copying of public records~~).

(iii) The public records officer shall establish and maintain a separate index for each item (~~contained in (a)(i) through (vi)~~) of this subsection as follows:

(A) All final orders and declaratory orders determined by the commission to contain analyses or decisions of substantial importance to the commission shall be listed alphabetically by the titles of the hearing or controversy and shall contain a phrase describing the important issue or issues.

(B) Interpretive statements and policy statements shall be indexed by the applicable program.

(C) The meeting minutes of the governing body of the commission shall be indexed chronologically.

(iv) The public records officer shall update all indexes at least once a year and shall revise such indexes when deemed necessary.

(3) Organization and protection of records.

(a) The commission maintains its records in a reasonably organized manner and takes reasonable actions to protect records from damage and disorganization. If commission records are maintained in a digital format, they will be provided digitally in response to a public records request. If records are maintained and inspected on paper, a requestor may ask for copies.

(b) Records will be made available to the requestor for inspection subject to the following restrictions:

(i) Only the public records officer or designee will remove records from the designated inspection area.

(ii) The quantity of records may be limited in accordance with the available space.

(iii) All possible care shall be taken by the requestor to prevent damage to the records.

(iv) Records shall not be marked, altered, cut or mutilated in any way.

(v) During inspection, eating, drinking, and smoking are prohibited.

(vi) Records shall not be defaced in any way including writing on, folding or folding anew if in folded form, tracing or fastening with clips or other fasteners except those that already exist in the file.

(vii) Records must be kept in the order in which received.

(viii) Commission personnel will provide all requested copies of records.

(ix) The public records officer or designee will remove the records from the inspection area when no longer required by the requestor and no later than the end of the customary business hours.

(c) Records may be available on the commission website at cjtc.wa.gov. Requestors are encouraged to view the documents available on the website prior to submitting a records request.

(4) Making a request for public records.

(a) Any person wishing to inspect or obtain copies of public records of the commission shall make the request in writing using the commission public record request website, by letter, or email addressed to the public records officer. Each request should include the following information:

((+)) (i) Name of requestor;

((+)) (ii) Address of requestor;

((+)) (iii) The calendar date of the request;

(iv) Other contact information, including telephone number and/or an email address; and

((+)) (v) Identification or description of the public records adequate for the public records officer or designee to locate the records.

(b) Communications seeking commission records sent or provided to unauthorized locations, addresses or staff, will not be accepted or processed as public records request. Any such communication will be processed as general informal inquiries, general correspondence, general requests for information, or discovery as appropriate. The requestor may resubmit his/her request to the public records officer or designee at the Burien office during customary business hours.

(c) If the requestor wishes to have copies of the records made instead of inspecting them, the request should so indicate. Costs will be assessed in compliance with WAC 139-02-070.

(d) If requestors wish to inspect rather than obtain copies of records, they must indicate this preference in their requests and the requestor must follow the rules of requesting to inspect public records provided in WAC 139-02-090((+6)) (9).

AMENDATORY SECTION (Amending WSR 22-19-001, filed 9/7/22, effective 10/8/22)

WAC 139-02-070 Costs for providing copies of public records.

(1) The following copy fees and payment procedures apply to requests to the agency under chapter 42.56 RCW.

(2) **Actual costs.** Pursuant to RCW 42.56.120 (2)(b), the agency is not calculating all actual costs for copying records because to do so would be unduly burdensome for the following reasons:

(a) The agency does not have the resources to conduct a study to determine all its actual copying costs;

(b) To conduct such a study would interfere with other essential agency functions; and

(c) Through the 2017 legislative process, the public and requestors have commented on and been informed of authorized fees and costs, including for electronic records, provided in RCW 42.56.120 (2)(b) and (c), (3), and (4).

(3) There is no fee charged for inspecting public records.

(4) **Costs for paper copies.** The agency will charge for copies of paper records pursuant to the fees in RCW 42.56.120 (2)(b) and (c) for each request.

(a) Before beginning to make copies for each request, the public records officer or designee may estimate costs of copying the records and may require a deposit of up to 10 percent of all the records selected by the requestor.

(b) The public records officer or designee may require the payment of the remainder of the copying costs before providing all the records, or the payment of the costs of copying an installment before providing that installment.

(c) The commission shall not charge sales tax when it makes copies of public records.

(5) **Costs for electronic records.** Electronic copies of records for each request shall be charged as follows pursuant to the fees in RCW 42.56.120 (2) (b) and (c), which includes:

(a) Charge for scanned records or for use of agency equipment for scanning.

(b) Charge for each four electronic files or attachments uploaded to email, or cloud-based data storage service, or other means of electronic delivery.

(c) Charge per gigabyte for records transmitted in an electronic format or for use of agency equipment to send records electronically.

(d) Actual costs of any digital storage media or devices provided by the agency.

(e) Actual costs of a "customized service charge" when the request would require the use of information technology expertise to prepare data compilations or when such customized access services are not used by the agency for other business purposes.

(i) The agency will notify the requestor and take other steps if it will be doing a customized service charge.

(ii) The public records officer or designee may require a deposit of up to 10 percent of the estimated costs of copying all the records selected by the requestor. The public records officer or designee may also require the payment of the remainder of the copying costs before providing all the records, or the payment of the costs of copying an installment before providing that installment.

(iii) Copy charges may be combined to the extent more than one type of charge applies to copies responsive to a particular request.

(iv) Public records request fees do not supersede other statutory provisions for copying fees.

(6) **Costs of mailing.** The commission may also charge actual costs of mailing, including the cost of the shipping container.

(7) **Payment.** Payment shall be made ~~((payable to the Washington state criminal justice training commission by check or money order only))~~ through the fiscal department of the commission. The process to accept payments will be fully explained to the requestor.

(8) **Payment date.** ~~The ((payment date for fees, deposits, or other costs will be scheduled at a minimum of 30 days, but no more than 45 days, after the required payment is communicated with the requestor))~~ commission shall accept payment for 30 days after the date the payment invoice is mailed. If a requestor fails to pay by the payment date, the request will be closed per WAC 139-02-090 ~~((+8))~~ (11).

(9) **Summary of charges.** ~~((Upon))~~ For each request, the commission will provide a summary of the applicable charges before copies are made and the requestor may revise the request to reduce the number of copies, thereby reducing the applicable charges.

(10) **Waiver of charges.** Waivers may be made at the discretion of the public records officer, except the public records officer or designee will not charge a requestor copying fees ~~((when:~~

~~(a) All of the records responsive to an entire request are paper copies only and are 100 or fewer pages; or~~
~~(b) All of the records responsive to an entire request are electronic and no more than))~~ over a one-year period from the date of their initial request until their requests have exceeded:

(a) One hundred printed pages; or

(b) The equivalent of 250 printed pages of electronic records.

AMENDATORY SECTION (Amending WSR 22-19-001, filed 9/7/22, effective 10/8/22)

WAC 139-02-090 Processing requests for public records. (1) Providing fullest assistance. The Washington state criminal justice training commission is charged by statute with adopting rules which provide for how it shall "provide full access to public records," "protect records from damage or disorganization," "prevent excessive interference with other essential functions of the agency," provide "fullest assistance" to requestors, and provide the "most timely possible action" on public records requests. The public records officer or designee will evaluate and process requests according to the nature of the request, clarity, volume, and availability of requested records.

(2) **Acknowledging receipt of request.** Within five business days of receipt of the request, the public records officer or designee will do one or more of the following:

(a) Make the records available for inspection;

(b) Provide the requested records (or provide ~~((a-bill))~~) copying fees for the records if applicable) to the requestor;

(c) Provide a reasonable estimate of when records will be available (the public records officer may revise the estimate of when records will be available when necessary);

(d) Deny the request and provide a statutory explanation as to the reason for the denial; or

(e) Acknowledge receipt of the request and ask the requestor to clarify all or any part of the request that is unclear and provide to the greatest extent possible a reasonable estimate of the time the commission will require to respond to the unclear request or unclear part of a request if it is not clarified.

(i) Such clarification may be requested and provided by telephone and memorialized in writing, or by email or letter;

(ii) Clarification may include identifying a record with specificity sufficient for the commission to locate or produce the record;

(iii) If the requestor fails to respond to a request for clarification ~~((and)), the ((entire request is unclear, the commission need not respond to it. The))~~ commission will respond to those portions of a request that are clear. If the requestor does not respond to the request for clarification on the unclear portion of the request after records on the clear portion have been provided, the commission will consider the request abandoned per subsection (11) of this section;

(iv) If the requestor fails to respond to a request for clarification for 30 days on an entirely unclear request, the commission will consider the request abandoned per subsection (11) of this section.

(3) **Additional time to respond.** Additional time for the commission to respond to a request may be based upon the need to clarify the

request, locate and assemble the records requested, notify affected others or agencies affected by the request, or determine whether any of the information requested is exempt and that a denial should be made as to all or part of the request.

(4) **Consequences of failure to respond.** If the commission does not respond in writing within five business days of receipt of the request for disclosure, the requestor should consider contacting the public records officer to determine the reason for the failure to respond.

(5) **Protecting rights of others.** In the event the requested records contain information that may affect rights of others and may be exempt from disclosure, the public records officer or designee may, prior to providing the records, give notice to such others whose rights may be affected by the disclosure. This notice is given so affected persons may seek an order from a court to prevent or limit the disclosure. The notice to the affected persons may include a copy of the request.

(6) **Records exempt from disclosure.**

(a) The commission reserves the right to determine a public record is exempt in whole or in part consistent with provisions of the Public Records Act or other applicable provision of law.

(b) If the commission believes a record is exempt from disclosure and should be withheld, the public records officer or designee will state the specific exemption and provide a brief explanation of why the record or a portion of the record is being withheld. If only a portion of a record is exempt from disclosure, but the remainder is not exempt, the public records officer or designee will redact the exempt portions, provide the nonexempt portions, and indicate to the requestor why portions of the record are being redacted.

(c) Certain exemptions other than the Public Records Act itself restrict the disclosure of documents held by the commission. Some examples of such other applicable statutory exemptions include, but are not limited to:

(i) RCW 5.60.060: Attorney-client privileged records.

(ii) Chapter 19.108 RCW: Trade secrets.

(iii) RCW 43.101.400(1) background investigation records.

(7) The commission reserves the right to (~~delete~~) redact identifying details when producing any public record when there is reason to believe disclosure of such details would be an invasion of personal privacy protected by RCW 42.56.050.

(8) The commission is prohibited by statute from disclosing lists of individuals or records that may be manipulated to created lists of individuals for commercial purposes pursuant to RCW 42.56.070.

(9) **Inspection of public records.**

(a) A requestor must notify the commission in advance of their intent to inspect public records. Using the tracking ID the commission assigns to each public records request a requestor must identify with specificity and in advance the records the requestor wishes to inspect. The commission will assist the requestor in scheduling an appointment for inspection and may propose convenient alternatives to an in-person visit. Public records will be available for inspection during customary business hours and when staff are available to assist the requestor.

(b) When the request to inspect is for a large number of records, the public records officer may schedule inspection in installments.

(c) The commission will work with the requestor to schedule an inspection and notify the requestor in writing of the scheduled ap-

pointment. (~~The requestor must inspect the requested records within 30 days of the~~) If the requestor does not attend the scheduled inspection date, the commission will reach out to reschedule the inspection within 30 days of the first scheduled appointment. If the requestor or a representative of the requestor fails to inspect the records within the 30-day period or fails to make other arrangements, the commission may (~~close~~) consider the request abandoned and refile the assembled records. If the requestor makes a request for the same records it will be processed as a new request.

(d) Agency facilities shall be made available to any person for the copying of public records except when and to the extent that this would unreasonably disrupt the operations of the agency.

(e) Inspections are conducted in accordance with the requirement that agencies protect the requested records from damage or disorganization. No member of the public shall remove a document from the inspection area or disassemble or alter any public record.

(f) After inspection is complete, the requestor may wish to identify which documents the requestor wishes the agency to copy.

(i) Where the commission charges for copies, the requestor must pay for the copies prior to the copies being provided to the requestor.

(ii) Electronic records will be provided as a link to the records on the commission public records website if the records are located on the public records website, or in a format used by the commission and which is generally commercially available.

(g) When the inspection of the requested records is complete and any requested copies are provided the public records officer will close the records request.

(10) Providing records in installments.

(a) When the request is for a large number of records, the public records officer or designee may provide access for inspection and copying in installments, if he or she reasonably determines that it would be more practical.

(b) If, within 30 days, the requestor fails to inspect one or more of the installments, the public records officer or designee may stop searching for the remaining records and close the request.

(c) When the request is for copies of public records, the public records officer may require payment for each installment either prior to providing the installment or prior to providing subsequent installments. In addition, the requestor may be required to provide a deposit up to 10 percent of the estimated cost of copying all records selected by the requestor. If the requestor fails to pay the required cost by the scheduled payment date, the public records officer may consider the request abandoned and close the request.

(11) Closing a withdrawn or abandoned request.

(a) The public records officer will close a request when the requestor:

(i) Withdraws the request;

(ii) Fails to fulfill his or her obligations to inspect the records 30 days after the scheduled inspection date;

(iii) Fails to clarify an entirely unclear request 30 days after clarification was requested;

(iv) Fails to claim an installment 30 days after records were provided;

(v) Fails to pay required fees for an installment by the scheduled payment date;

(vi) Fails to pay the deposit or final payment for the requested copies by the scheduled payment date.

(b) The public records officer will close the request and indicate to the requestor that the Washington state criminal justice training commission has closed the request and refile the assembled records.

(12) **Later discovered documents.** If, after the Washington state criminal justice training commission has informed the requestor that it has provided all available records, the Washington state criminal justice training commission becomes aware of additional responsive documents existing at the time of the request, it will promptly inform the requestor of the additional documents and provide them on an expedited basis.

(13) The commission is not required to create a record that does not otherwise exist.

June 5, 2024

Lacey Ledford, Derek Zable
Washington State Criminal Justice Training Commission
19010 1st Avenue South
Burien, Washington 98148
Delivered Electronically

RE: WAC changes proposed in WSR 24-10-073 and WSR 24-10-074

Dear CJTC Commissioners, Ms. Ledford, and Mr. Zable,

Please consider the comments below as you review proposed revisions of WAC 139-050-242, WAC 139-10-222 and WAC Ch. 139-02.

WAC 139-050-242 and WAC 139-10-222 relate to readmission of a person to BLEA or to the Corrections Academy after they were dismissed or terminated from that academy.

1. The expansion of grounds for termination in Subsection (3) of both WACs to include conduct such as harassment and discrimination is warranted and is in the public interest, as is the lengthier period of disqualification for such misconduct.
2. Since RCW 43.101.105 uses the term “misconduct,” and the grounds for termination of academy participation under the WAC include this RCW.
 - The WAC should substitute “misconduct” for “violation,” wherever the word “violation” occurs in subsections (3) and (5) of these two proposed WACs.
3. The proposed WACs require the current agency head to send the Commission a request for readmission of the candidate who was dismissed or terminated.
 - The WAC should add a requirement that the employer complete the background check and certify that no disqualifying information has been found, both of which are required for new hires under RCW 43.101.095. The candidate for whom the agency is seeking readmission is and should be treated as a new hire.
4. WSR 24-10-073, accompanying the WAC proposal regarding readmission to the academies states that readmission would be by appeal to the CJTC Executive Director or designee. There is, however, no implementing language about the Director’s role in the proposed WACs.
 - The WACs should be amended to clarify who makes the decision whether to readmit an applicant to an academy after the period of ineligibility has expired and after the current employer has requested readmission, and should identify the applicable standard for that decision.

WAC Ch. 139-02

1. Costs of producing records. Proposed WAC 139-02-070 appears to increase costs to the requestor by tabulating the total number of pages requested throughout a one year period.

- This could have the effect of penalizing and discouraging people who make requests in good faith. For example completed certification investigation files that include interview transcripts and documentary evidence may well total more than the number of pages provided without cost. This means that even the person who initiated the case could be charged for receiving the completed file. This cost standard chills the public's legitimate access to public records.
- There could and should be a better balancing of the interests affected and the goals to be served. What is the goal to be accomplished here? If the goal is to discourage frivolous complaints, there are better ways to accomplish that goal. If the goal is to recover costs, in cases where there are repeated requests for the same information, shouldn't there be a recognition that less staff time is often involved in fulfilling those subsequent requests?

2. Records exempt from disclosure. Subsection (6)(c)(iii) as drafted, could be construed too broadly, for example to include CJTC's own investigative records or local agency records that become part of a certification matter. There is a limited statutory exemption under RCW 43.101.400, but it does not include materials created by CJTC or that are part of a certification case. Such records are disclosable after the investigation is completed.

- It is critical that the WAC not create an exemption broader than the underlying statute. You should simply identify the statute, and delete "background investigation records." Alternatively delete (iii) entirely since the beginning of subsection (6) plainly states that the enumerated statutes are not exclusive.

Thank you for your consideration.

Joyce Brekke
tcjb2004@yahoo.com

CC: Fred Thomas
Tonya Isabell
Debbie Novak
Leslie Cushman



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Rich Allen	Email: rallen@ci.olympia.wa.us	Phone: 360-753-8147
Agency: Olympia Police Department	Title/Rank: Chief	

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

Police Chief or Sheriff Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

Person that heads a city or county corrections agency or a WA DOC corrections facility Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

Tribal Police Chief Tribal Police Officer, First Line Supervisor or below

All Hearings

Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.



May 9, 2024

Kayla Wold, Hearings Coordinator
WA State Criminal Justice Training Commission
Certification Division
19010 1st Avenue South
Burien, WA 98148

RE: LETTER OF INTEREST

Dear Ms. Wold:

I am writing to express my interest in serving on the Hearings Panel for Peace Officer and Corrections Officer Certifications as a chief panel member.

I have worked with the Olympia Police Department for over 30 years and have served in various positions including patrol officer, training officer, detective, sergeant, lieutenant, deputy chief and police chief.

I believe my experience with the following makes me an ideal candidate for this position:

- Interpreting and implementing laws, policies and procedures
- Working with diverse and cross-functional teams
- Leading Investigations – internal and external
- Training law enforcement personnel
- Serving as a sergeant panel member on previous Hearing Panels

My resume is enclosed for reference. Please do not hesitate to contact me at rallen@ci.olympia.wa.us if you have any questions or would like to discuss further.

Respectfully,

Rich Allen, Police Chief
Olympia Police Department

Attachments: Resume
Letter of Support

RICH ALLEN

EMPLOYMENT

2022-present Olympia Police Department
Chief

- Executive Level Certification – CJTC

2019-2022 Olympia Police Department
Deputy Chief

- Operations Division
- Interim Chief 2021-2022

2016-2019 Olympia Police Department
Police Lieutenant

- Patrol Division Supervisor
- Internal Affairs/Professional Standards

2012-2016 Olympia Police Department
Police Sergeant

- Patrol Squad Supervisor
- Hiring and Training Unit Supervisor

1994 – 2012 Olympia Police Department
Police Officer

- Field Training Officer
- Bomb Technician
- Special Operations/Traffic Unit/Motorcycle Officer
- Detective

1991 – 1994 Tacoma Police Department
Police Patrol Officer

REFERENCES

- Jay Burney, City Manager, City of Olympia
- Shelby Parker, Deputy Police Chief, City of Olympia
- Jon Weiks, Police Chief, City of Tumwater

EDUCATION

- Olympia High School
- Centralia College AA
- California Coast University BA



May 7, 2024

Ms. Kayla Wold, Hearings Coordinator
Washington State Criminal Justice Training Commission
Certification Division
19010 1st Avenue South
Burien, Washington 98148

RE: LETTER OF SUPPORT FOR RICH ALLEN

Dear Ms. Wold:

As City Manager for the City of Olympia, I am pleased to support Chief Rich Allen's application to serve on the Hearings Panel for Peace Officer and Corrections Officer certification as a chief panel member as outlined in [RCW 43.101.155](#).

Chief Allen has worked for the Olympia Police Department since January 1994, and was promoted to Police Chief in September 2021. His extensive law enforcement experience and his natural tendency towards openness, transparency, and accountability makes Chief Allen an excellent candidate.

If you have any questions or would like to discuss further, please do not hesitate to contact me at jburney@ci.olympia.wa.us or 360.753.8740.

Sincerely,


Jay Burney
City Manager



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Matt Brown	Email: mbrown@portorchardwa.gov	Phone: (360) 876-1700
Agency: Port Orchard Police Dept.	Title/Rank: Chief of Police	

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

Police Chief or Sheriff Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

Person that heads a city or county corrections agency or a WA DOC corrections facility Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

Tribal Police Chief Tribal Police Officer, First Line Supervisor or below

All Hearings

Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.



PORT ORCHARD POLICE DEPARTMENT

SERVICE • HONOR • INTEGRITY

Matt Brown, Chief of Police

May 7, 2024

Kayla Wold
Hearings Coordinator
Certification Division
Washington State Criminal Justice Training Commission
Kayla.wold@cjtc.wa.gov

Re: Certification Hearings Panel Member Application

Ms. Wold,

I am writing to express my interest in the Certification Hearings Panel member position. I have a passion for this profession and constantly seek avenues with which to improve it.

I have been in Washington State law enforcement for over twenty-four years, serving communities diverse in size and demographics. I have spent the last five years as the Chief of Police for the City of Port Orchard. In addition to my duties here, I chair WASPC's Professional Services Committee and sit on the Accreditation Commission. In 2022, I was honored to become the president of the FBI National Command Course Association and bring top-tier leadership training to law enforcement around the country.

As a law enforcement executive, I value collaboration and engagement with our regional public safety partners and community organizations. Being collaborative requires vulnerability, transparency, and accountability. I desire to serve as a panel member as I know that for law enforcement to maintain credibility, it must have a strong process to protect an officer's due process rights while ensuring those who have failed our profession are not allowed to remain.

I welcome the opportunity to use my experience to serve as a panel member. I believe in the work being done and know I will be an engaged addition to the team.

Respectfully,

Matt Brown
Chief of Police

Matthew H. Brown

546 Bay Street, Port Orchard, WA, 98366 | (360) 536-0070 mbrown@portorchardwa.gov

LinkedIn: <https://www.linkedin.com/in/matthew-h-brown/>

Distinguished, progressive law enforcement professional and Chief of Police with a career-long reputation for integrity, objectivity, leadership effecting positive change, and community collaboration. Degrees in Public Administration and Sociology, combined with Executive Leadership training from Northwestern University and the Police Executive Research Foundation.

EMPLOYMENT HISTORY & HIGHLIGHTS

CHIEF OF POLICE – PORT ORCHARD POLICE DEPARTMENT

July 2019 - Present

Port Orchard is one of the fastest growing communities in the State of Washington. With a population of nearly 20,000, it operates under a council-mayor form of government. The Port Orchard Police Department has twenty-seven sworn peace officers who are complemented by five professional staff. Both employee groups work under collective bargaining agreements. With strong community support, state-recognized accreditation, a committed city government, and a dedicated work force, the Port Orchard Police Department is highly respected in the region as a leader in collaboration and best practice implementation.

- Administer a \$12.1 million biennial budget, making key prioritization and cost-cutting decisions to ensure all funding is targeted to have the most positive impact on service delivery.
- Develop and maintain the effective operations and administration of public safety services, in addition to leading key changes in the areas of policy, major event planning, emergency operations, and law enforcement accountability.
- Ensure high-integrity operations and the maintenance of WASPC accreditation standards.
- Serve as the City's Director of Emergency Services, working collaboratively with local/state/federal officials to ensure proper preparation for natural disasters and coordinated crisis response activities. Appointed to represent the City as a member of the Kitsap County Emergency Management Council in 2024.

Major Accomplishments

- Guided the department through the development and implementation of its first strategic plan including development of updated Mission, Vision, and Value statements.
- Led the agency to its historic first accreditation through the Washington Association of Sheriffs and Police Chiefs (WASPC).
- Conducted a significant overhaul of outdated department policy and the implementation of Lexipol working in partnership with labor groups and staff.
- Convened and established the inaugural Community Advisory Board for the Port Orchard Police Department. Maintain leadership and engagement of this board on a quarterly basis.
- Worked collaboratively with labor groups to fully fund and implement a body-worn camera program.
- Successfully implemented a digital tracking program for all critical incidents such as vehicle pursuits, uses of force, allegations of bias, and staff misconduct.
- Improved internal processes for evidence management, training documentation, digital record-keeping, and staff evaluations.
- Developed and implemented a Master Training Plan for commissioned staff.
- Redeveloped the City's public safety planning and response to major public events.
- Launched the department's first social media presence.

DEPUTY CHIEF OF POLICE – POULSBO POLICE DEPARTMENT *December 2017 – July 2019*

- Commanding officer of the Operations Division – providing guidance and mentorship to commissioned members of Patrol and Detective Units.
- Led the agency through WASPC accreditation.

CHIEF CRIMINAL DEPUTY – WALLA WALLA CO. SHERIFF *August 2016 – December 2017*

- Commanding officer of the Operations Division – providing guidance and mentorship to commissioned members of Patrol and Detective Units.
- Served as the Assistant Team Commander on the regional SWAT team.

SERGEANT – LAKEWOOD POLICE DEPARTMENT *May 2012 – August 2016*

Early career roles (2000-2012) include officer for the Lakewood Police Department and deputy for the Pierce County Sheriff’s Office. Received Lifesaving Medal and Officer of the Year honors. Additional involvement with specialty units such as Narcotics/Vice, Property Crimes, Peer Support, SWAT, and Court Security. Full details are available upon request.

EDUCATION, TRAINING & CERTIFICATIONS

<i>E.M. Degree, Public Administration</i> UNIV. OF WASHINGTON	Seattle, WA: 2023
<i>B.A. Degree, Sociology</i> UNIV. OF PUGET SOUND	Tacoma, WA: 1997
<i>Graduate</i> PERF SENIOR MANAGEMENT INSTITUTE FOR POLICE	Boston, MA: 2022
<i>Graduate</i> FBI NATIONAL COMMAND COURSE	Quantico, VA: 2021
<i>Graduate</i> FBI-LEEDA TRILOGY	Spokane, WA: 2021
<i>Graduate</i> NWU – SCHOOL OF POLICE STAFF AND COMMAND	Seattle, WA: 2018

PROFESSIONAL ORGANIZATIONS

- President** – FBI National Command Course Association (2022 – Present)
 - Co-Chair** – Professional Services Board, WASPC (2022 – Present)
 - Chair** – Kitsap County Law Enforcement Executive Group (2019 – Present)
 - Board Member** – Kitsap County Emergency Management Council (2024 – Present)
 - Board Member** – Accreditation Commission (2022 – Present)
 - Board Member** – Kitsap Critical Incident Response Team (2019 – Present)

 - Member** – FBI-LEEDA
 - Member** – International Association of Chiefs of Police
 - Member** – Police Executive Research Foundation
-

References

Dan Schoonmaker – Chief of Police (ret.), City of Poulsbo

- [REDACTED]
- [REDACTED]

John Turner – Sheriff (ret.), Walla Walla County

- [REDACTED]
- [REDACTED]

Tom Wolfe – Chief of Police, City of Bremerton

- (360) 473-5220
- Tom.wolfe@ci.bremerton.wa.us

Denita Patton – Port Orchard Community Member

- [REDACTED]
- [REDACTED]



May 7, 2024

Kayla Wold
Hearings Coordinator
Certification Division
Washington State Criminal Justice Training Commission
Kayla.wold@cjtc.wa.gov

RE: Letter of Recommendation for Chief Matt Brown

Dear Ms. Wold:

I'm writing as Mayor of Port Orchard to share my recommendation for Chief Matt Brown to serve as a panel member for peace officer certification hearings.

Chief Brown has been in Washington State law enforcement for over twenty-four years. For the last five years he has served as our Chief of Police. In that time, he has built positive relationships within the community, increased outreach, and successfully guided our department to WASPC accreditation.

In addition to his duties here, Chief Brown is a chair of WASPC's Professional Services Committee and sits on the Accreditation Commission. He is also the president of the FBI National Command Course Association, a non-profit that provides national law enforcement leadership training.

Chief Brown is a collaborative and thoughtful leader who seeks first to understand before acting. He truly believes law enforcement is an honorable profession. To remain so, only the right persons should enter and remain. His attention to detail, and thoughtful approach, will ensure due process to those in front of the certification hearings panel.

I am confident without reservations that Chief Brown would be an excellent fit. Feel free to contact me if you have any questions or would like me to further elaborate.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robert Putaansuu". The signature is written in a cursive style with a long horizontal stroke at the end.

Robert Putaansuu, Mayor



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Mike Harden	Email: mharden@cityoffp.gov	Phone: 206-957-2851
Agency: Lake Forest Park Police Dept	Title/Rank: Chief of Police	

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

Police Chief or Sheriff Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

Person that heads a city or county corrections agency or a WA DOC corrections facility Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

Tribal Police Chief Tribal Police Officer, First Line Supervisor or below

All Hearings

Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.

MIKE HARDEN

Lake Forest Park, WA | 206.957.2851 | mharden@cityofffp.gov | cityofffp.gov

MAY 9, 2024

Kayla Wold
Hearings Coordinator
Certification Division
Washington State CJTC

DEAR KAYLA WOLD,

I am writing to express my strong interest in serving as a Chief of Police member on the CJTC Board for Hearing Certifications. With over 25 years of experience in law enforcement and a steadfast commitment to upholding the highest standards of professionalism and integrity, I am eager to contribute to the vital work of the Board.

Throughout my career as a Police Chief, I have been deeply involved in all aspects of law enforcement, including training, policy development, and disciplinary procedures. My comprehensive understanding of the challenges facing modern policing, coupled with my dedication to fairness and accountability, has prepared me well for the responsibilities of a Hearing Certifications Board member.

I am particularly passionate about ensuring that law enforcement officers are held to the highest standards of conduct and ethics. I believe that my experience in leadership roles within the police department, coupled with my strong ethical principles, will allow me to make meaningful contributions to the CJTC Board.

As a Police Chief, I have had firsthand experience with the importance of fair and transparent disciplinary processes. I am committed to ensuring that all hearings are conducted with integrity and impartiality, and that decisions are made based on thorough examination of the facts and adherence to established procedures.

I am excited about the opportunity to bring my unique perspective and expertise to the CJTC Board for Hearing Certifications. I am confident that my background, skills, and dedication to the principles of justice and accountability make me a strong candidate for this position.

Thank you for considering my application. I am eager to discuss how I can contribute to the important work of the CJTC Board and am available at your convenience for an interview.

Sincerely,

Mike Harden
Chief of Police
Lake Forest Park Police Dept.

Michael (Mike) Harden

Chief of Police

Lake Forest Park Police Department



(206) 715-7108

mikeharden@gmail.com

Summary of Qualifications

*Professional Investigations
(Private, Internal, Criminal)
Ethical Leadership
Exceptional Customer Service
Computer Forensics
Crisis / Hostage Negotiator*

*Covert Police Operations
Training Coordination and facilitation
Emergency Response Coordination
(Active Shooter)
Professional Interview Skills
Advanced Computer Skills*

*Research/Beta Tester
Data Analyst
Public Speaking
Internal Communication
First Aid / CPR / AED
Budget and Finance*

Experience

Lake Forest Park Police Department, Lake Forest Park, WA (July 2019-Present)

Chief of Police

- Responsible for the oversight and management of the Police Department
- Staff: 21 Commissioned, 2 Non- Commissioned, DV advocate, 2 Chaplains, Emergency Manager.
- Other Assignments: NEMCo, Board Member CSPA, KC Chiefs, WASPC Member
- Nine Million Dollar Budget for Public Safety (Biennium).

Lake Forest Park Police Department, Lake Forest Park, WA (May 2019-July 2019)

Acting Operations Captain

- Responsible for the oversight and management of the Patrol Operations of the Police Department to include the following: Investigations, Records, Property/Evidence, Accreditation, and Training.
- Staff: Two Detectives, Two Records Clerks, and One Property/Evidence Technician.
- Other Assignments: Policy Coordinator, IT Advisor, Recruitment, assist with Budget and Operations Planning.

Lake Forest Park Police Department, Lake Forest Park, WA (August 2013-May 2019)

Support Services Division Commander – Administrative Sergeant

- Responsible for the oversight and management of the Support Services Division of the Police Department to include the following: Investigations, Records, Property/Evidence, Accreditation, and Training.
- Staff: Two Detectives, Two Records Clerks, and One Property/Evidence Technician.
- Other Assignments: Policy Coordinator, IT Advisor, Recruitment, assist with Budget and Operations Planning.

Lake Forest Park Police Department, Lake Forest Park, WA (April 2011-August 2013)

Patrol Sergeant

- Supervision and management of Patrol Squad, responsible of operational direction, risk mitigation, and community policing in support of the Department's Operational Plan.
- Responsible for the Narcotics Unit, Canine program, and Field Training Officer (FTO) program.
- Staff: Three patrol officers and Five FTO's.

Michael (Mike) Harden

Chief of Police

Lake Forest Park Police Department



(206) 715-7108
mikeharden@gmail.com

Lake Forest Park Police Department, Lake Forest Park, WA (April 2001-April 2011)

Police Officer

- General Patrol Officer (April 2001-August 2005)
- Field Training Officer and Coordinator (April 2006-August 2016)
- Narcotics Canine Handler (August 2005-April 2011)
- Other duties included: Mobile Computer Terminal Manager, PD Computer Systems and Equipment.

Ross Stores Inc., Newark, CA (June 1998-April 2001)

District Loss Prevention Manager

- Manage the Northwest Region, which includes Washington, Oregon, Idaho, and Utah. Directly supervise staff ranging from 10-15 employees. The district includes overseeing 26 stores with approximately \$150 million dollars in sales yearly. Conduct loss prevention training with stores, train new employees, and manage systems.

LA Cellular. Anaheim, CA (June 1997-September 1997)

Fraud Investigator

- Investigate cellular and subscription fraud. Liaison with and conduct search warrants in collaboration with federal, state, and local law enforcement. Fulfill subpoenas, court orders, conduct-training classes, and prepare as an expert witness in fraud cases. Conduct undercover and surveillance operations and analyze data to be presented to management.

Ross Stores Inc., Newark, CA (April 1993-June 1998)

District Loss Prevention Investigator and Agent

- Coordinate with executive managers, including human resources and store directors.
- Manage and supervise a staff of over 30 agents and investigators in 4 northwest states.
- Investigate employee theft, conduct store briefings, and conduct regular audits of store systems.
- As an Agent, apprehend shoplifters in a retail-clothing store, liaison with various police departments, and appear and testify in court when necessary.

West Covina Police Department, West Covina, CA (September 1993-July 1999)

Reserve Police Officer

- Certified Reserve Officer trained to respond to calls for service in the field as a back-up officer and provide secondary support for full-time officers. Trained in traffic control, specialty assigned work details, subpoena service, security at City Council and other City meetings. Transport prisoners in the field to jail and pick-up warrant arrests from other agencies. Respond to court orders and appear in court when necessary.

Michael (Mike) Harden

Chief of Police

Lake Forest Park Police Department



(206) 715-7108

mikeharden@gmail.com

Education

University of Virginia (2018)

FBI National Academy Graduate.

Session #273 – 10 Weeks

Leadership

Northwest Command College

CJTC / FBI

40 hours

Leadership

University of Phoenix (2011)

Bachelor of Applied Science (B.A.Sc.)

Criminal Justice/Law Enforcement Administration

University of Phoenix (2009)

Associate of Arts (A.A.)

Criminal Justice/Police Science

Edmonds Community College

Computer Forensics

200 hours

Fred Pryor, Career Track (2013-2016)

Project Management Workshop

Leadership Conference

Accreditations and Memberships

Lake Forest Park Rotary Member (2019- Present)

FBI National Academy Associates (FBINAA) Member

International Association of Chiefs of Police (IACP) Member

Federal Bureau of Investigations National Academy Graduate #Session 273 – 10 Weeks

Northwest Command College – 40 hours

Washington State **Criminal Justice Training Commission's** certification in:

- Executive Level
- Middle Management
- First Level Supervision
- Pre-Supervisor
- Basic Police Officer

King County AFIS Board Member (2023 – Present)

NORCOM Board Member (2023 - Present)

CSPA (Coalition of Small Police Agencies) Board Member and Fiduciary (2019 - Present)

NEMCO Board Member and Fiduciary (2019 - Present)

North Sound Metro SWAT HNT (Hostage Negotiation Team) Member (2016 to present)

Michael (Mike) Harden

Chief of Police

Lake Forest Park Police Department



(206) 715-7108

mikeharden@gmail.com

ICAC (Internet Crimes Against Children) Task Force Member (2015 to present)

Secret Service Electronic (ECTF) Crimes Task Force Member (2014 to present)

Pacific Northwest Police Canine Association and Washington State Police Canine Association

Rio Hondo Police Reserve Academy, Whittier, CA

- Level 1 police officer status

Lake Forest Park Police Guild Board Member (Served 14 years on the from 2005 to the present as Sergeant at Arms and 2nd Vice-President.)

Accomplishments

Lake Forest Park Police Department:

- *Commendation Award 2018*
- *Commendation Award 2017*
- *Chief's Award 2016*
- *Chief's Award 2015*
- *Employee of the Year 2014*
- *Merit Award 2008*
- *Mayor's Award 2007*
- *Proact Award 2005,2007*
- *Service Award 2001*

Mayor
Tom French

17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556
Phone: 206-368-5440
Fax: 206-364-6521
Email: cityhall@cityofLFP.gov
www.cityofLFP.gov



Councilmembers
Lorri Bodi
Tracy Furutani
Larry Goldman
Paula Goode
Jon Lebo
Semra Riddle
Ellyn Saunders

May 13, 2024

Commissioners,

I am writing to express my utmost support for Chief Mike Harden in his pursuit of a position as a Certification Hearing Examiner for police officers. Having had the privilege of working closely with Chief Harden for over seven years, I can attest to his unwavering commitment to upholding the highest standards of integrity, professionalism, and accountability within law enforcement.

Throughout his distinguished career, Chief Harden has consistently demonstrated exceptional leadership qualities and an understanding of the complex challenges facing modern policing. His dedication to fostering trust and transparency within the community has been exemplary, earning them the respect and admiration of colleagues and citizens alike.

As a Certification Hearing Examiner, Chief Harden will undoubtedly bring a wealth of experience and expertise to the role. His knowledge of law enforcement protocols, coupled with their strong ethical principles, makes him eminently qualified to assess cases involving the denial, suspension, or revocation of certifications for police and correction officers.

Moreover, Chief Harden possesses a keen insight into the nuances of disciplinary procedures and due process, ensuring that all parties involved are treated fairly and impartially. His ability to navigate sensitive situations with tact and diplomacy is truly commendable and will be invaluable in adjudicating the complex issues that come before a Certification Hearing Examiner.

In conclusion, I wholeheartedly endorse Chief Harden for the position of Certification Hearing Examiner. I am confident that his integrity, professionalism, and dedication to justice will serve well in this important role, and I have no doubt that he will make a significant and positive impact on the certification process for police officers and CJTC.

Thank you for considering Chief Harden for this vital position. If you require any further information or assistance, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Phillip Hill". The signature is written in a cursive, flowing style.

Phillip Hill

City Administrator.



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Joshua Oh	Email: Joshua.Oh@seattle.gov	Phone: [REDACTED]
Agency: Seattle Office of Police Accountability	Title/Rank: Assistant General Counsel	

Required Materials

- Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

- Police Chief or Sheriff Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

- Person that heads a city or county corrections agency or a WA DOC corrections facility Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

- Tribal Police Chief Tribal Police Officer, First Line Supervisor or below

All Hearings

- Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

I am an attorney with the Seattle Office of Police Accountability (OPA), primarily assigned to draft administrative findings on OPA's internal affairs investigations. I conduct legal research on investigations, criminal procedure, and police practices and policies. Additionally, I advise OPA's leadership and investigative teams on legal issues concerning investigations and agency findings.

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.

JOSHUA H. OH

• Joshua.Oh@seattle.gov

May 31, 2023

Washington State Criminal Justice Training Commission
19010 1st Avenue South
Burien, WA 98148

RE: Panel Member Application

Dear Washington State Criminal Justice Training Commission (WSCJTC):

This letter is to express my interest in becoming a panel member for peace officer certification hearings at WSCJTC. I am convinced that my experience in police accountability can add value to these hearings.

In May 2023, I joined the Office of Police Accountability (OPA), an independent agency operating administratively within the Seattle Police Department (SPD). Here, I serve as an assistant general counsel, primarily assigned to draft administrative findings on OPA's internal affairs investigations. In each investigation, I review the entire record—the complaint, dispatch reports, body-worn video, in-car video, police reports, photographs, interview statements, and other evidence collected—before drafting an administrative finding on an allegation. I recommend a sustained finding when the greater weight of the evidence indicates that an SPD employee violated policy. My duties at OPA require objectivity, a comprehensive review of the evidence, and competently applying SPD policy to the facts to reach sound legal conclusions—skills necessary for a panel member making WSCJTC's final administrative decisions. To date, I have drafted administrative findings on 138 OPA investigations.

My background reflects public service. Before joining OPA, I was with Kenyon Disend, an Issaquah-based law firm dedicated solely to municipal practice. There, I provided legal services for municipalities, including advising city officials on legal matters, reviewing contracts, and defending municipalities in lawsuits. Before joining Kenyon Disend, I was with the Code Reviser's Office, an agency within the Washington State Legislature. There, I provided bill drafting services to our state legislators, primarily focused on criminal law and procedure. I assisted in drafting chapter 10.120 RCW, the chapter governing law enforcement use of force practices, reasonable care standards, and de-escalation tactics. Before and during law school, I worked at three different levels of government: the Washington State Attorney General's Office, King County Prosecuting Attorney's Office, and Bellevue City Attorney's Office.

My entire record—before and after law school, whether in public or private practice—is a testament to my passion for public service. Joining the WSCJTC as a peace officer certification panel member will serve to further my calling in public service. I believe that my experiences equipped me with the skills necessary to flourish in, and contribute to, WSCJTC's public service practice. My résumé will provide additional details concerning my qualifications. Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joshua H. Oh". The signature is stylized with a large loop at the beginning and a distinct "H" at the end.

Joshua H. Oh

JOSHUA H. OH

• Joshua.Oh@seattle.gov

EXPERIENCE

SEATTLE POLICE DEPARTMENT

Seattle, WA

Assistant General Counsel, Office of Police Accountability

May 2023-Current

- Draft administrative findings on internal affairs investigations consistent with law, policy, and applicable collective bargaining agreements; drafted findings for 138 investigations
- Conduct legal research on investigations, criminal procedure, and police practices and policies
- Advise the leadership and investigative teams on legal issues concerning investigations and agency findings
- Oversee the public disclosure unit; review and assign public disclosure requests, subpoenas, and legal requests consistent with the Public Records Act, chapter 42.56 RCW

KENYON DISEND, PLLC

Issaquah, WA

Associate Attorney

Apr. 2022-2023

- Provided legal advice to city officials, researched municipal inquiries, and drafted memoranda
- Drafted ordinances for city councils and reviewed other jurisdictions' municipal codes
- Reviewed and amended contracts, ensuring compliance with applicable laws and reducing municipal liability
- Drafted motions for summary judgment and complaints for nuisance abatement in code enforcement actions

WASHINGTON STATE OFFICE OF THE CODE REVISER

Olympia, WA

Bill Drafting Attorney, Statute Law Committee

Oct. 2019-May 2022

- Provided bill drafting services to the Washington State Legislature, ensuring each bill conformed to the technical and legal requirements outlined in the Bill Drafting Guide
- Converted each bill and amendment into standard legislative format, ensuring proper form and style
- Codified bills in the RCW, including writing section captions and assigning RCW numbers to new sections

BELLEVUE OFFICE OF THE CITY ATTORNEY

Bellevue, WA

Legal Extern, Civil Division

Apr.-May 2019

- Conducted legal research and drafted memoranda analyzing municipal legal issues that included: civil service rules, utility liens, city council meetings, collective bargaining, and city flaggers

KING COUNTY OFFICE OF THE PROSECUTING ATTORNEY

Kent and Seattle, WA

Rule 9 Licensed Legal Intern, District Court Unit

June-Sep. 2018

- Represented the State of Washington in arraignment, pretrial, sentencing, review, and bail hearings
- Conducted legal research and drafted briefs for CrRLJ 3.5 and 3.6 motions; elicited testimony from law enforcement officers and argued to admit defendants' statements
- Prosecuted a driving under the influence case as second chair before a jury

KING COUNTY OFFICE OF THE PROSECUTING ATTORNEY

Seattle, WA

Legal Extern, Special Assault Unit

May-Sep. 2017

- Drafted motions, summaries of facts, and timelines for physical and sexual assault cases
- Conducted legal research and drafted memoranda analyzing rules of evidence and criminal statutes

WASHINGTON STATE OFFICE OF THE ATTORNEY GENERAL

Seattle, WA

Consumer Complaint Analyst, Consumer Protection Division

Oct. 2013-Apr. 2016

- Provided informal complaint resolution services for consumers by facilitating communication between consumers and businesses, resolving two out of three consumer complaints on average
- Elected to serve on the Attorney General's Safety Committee

EDUCATION

UNIVERSITY OF WASHINGTON SCHOOL OF LAW

Seattle, WA

Juris Doctor

June 2019

- Senior Managing Editor, Washington Journal of Law, Technology & Arts
- Student Representative, Korean American Law Student Association

UNIVERSITY OF MICHIGAN

Ann Arbor, MI

Bachelor of Arts, Political Science

May 2013



Seattle Office of Police Accountability

May 31, 2024

VIA EMAIL

Kayla Wold
Hearings Coordinator
WSCJTC
19010 1st Avenue South
Burien, WA 98148
email: kayla.wold@cjtc.wa.gov

RE: Letter of Support for Joshua Oh

Dear Kayla Wold:

I write in enthusiastic support of Joshua Oh's application to serve as a panel member for Washington State Criminal Justice Training Commission (WSCJTC) certification hearings, held pursuant to RCW 43.101.380. Mr. Oh currently serves as the Assistant General Counsel for Seattle's Office of Police Accountability (OPA), a police accountability agency for the Seattle Police Department. Mr. Oh has held this position for one year. I have been his direct supervisor during that time and am familiar with his unique qualifications to serve the people of Washington State as a panel member.

Mr. Oh is a committed government attorney with a keen eye for thoroughly and impartially evaluating evidence to reach sound legal conclusions. In his current role, one of Mr. Oh's principal duties is to review completed misconduct investigations and draft administrative findings for executive review. During his year of service, Mr. Oh has reviewed more than one hundred cases. Many of these have been factually intricate or involved some of the most complex, developing areas of Washington State law, such as use of force and pursuits. Mr. Oh readily understands these challenging issues. More importantly, Mr. Oh has demonstrated his firm commitment to following only the evidence, law, and policy to fairly evaluate officer conduct in every case.

Mr. Oh also brings a fresh perspective and is eager to gain further expertise in the critically important accountability field. Mr. Oh has never worked as a peace officer but gained early exposure to the nature of policing during law school as a Rule 9 attorney in the King County Prosecuting Attorney's Office. In addition to his OPA service, Mr. Oh has also sought to deepen his understanding of accountability by attending the 2023 Conference for the National Association for Civilian Oversight of Law Enforcement, as well as constitutional use of force training hosted by the Lakewood Police Department.

In addition to the foregoing reasons, I know Mr. Oh to be an honest, diligent civil servant of the highest character. I offer my full support for his participation as a panel member for WSCJTC certification hearings.

Respectfully,

A handwritten signature in black ink that reads "Nelson R. Leese".

Nelson R. Leese
General Counsel
Office of Police Accountability
email: [REDACTED]
cell: [REDACTED]

JOSHUA H. OH

• Joshua.Oh@seattle.gov

PROFESSIONAL REFERENCES

KATHLEEN BUCHLI, WSBA #27333

Code Reviser, Office of the Code Reviser

Phone: [REDACTED] • Email: [REDACTED]

BONNIE GLENN, WSBA #26090

Deputy Director, Office of Police Accountability

Phone: [REDACTED] • Email: [REDACTED]

ANTOINETTE MATTOX

Paralegal, Kenyon Disend, PLLC

Phone: [REDACTED] • Email: [REDACTED]