



Washington State Conservation Commission

July 17, 2015

TO: Conservation District Chairs and Managers

FROM: Bill Eller, Regional Manager; Election Officer

RE: Conservation District Review of Election and Appointment Policy Changes

NOTE: Comment and Review of this Policy are due by September 4, 2015.

As you may know, a process has been developed by the Conservation Commission to review various agency policies. These policies include those that are specific to internal agency activities (such as personnel policies), policies relating to interactions between the Commission and districts (such as grants policies), and policy positions taken by the Commission. As part of the review process approved by the Commission, policy proposals impacting conservation districts must be submitted to districts for their review and comment prior to the Commission's final action.

Commission staff presented to the Commission and the Commission has approved the distribution of a number of changes that clarify district election and appointment policy and procedures. A number of election and appointment related issues came to light during the last election cycle. Those issues generated the proposed edits, changes, and amendments to forms and procedures for the election and appointments process. Details are available at <http://scc.wa.gov/elections/>.

In order to adhere to a strict timeline, we are requesting comments be submitted to Bill Eller at beller@scc.wa.gov no later than forty-five days after the policy is provided to you. For the election and appointment policy and procedures clarifications, **the due date for comments is September 4, 2015**. Please submit your comments in the body of an email with either a reference to the specific numbered clarification for which you are recommending changes, or to the election manual page and paragraph number you are commenting on, or the new electronic election or appointment form(s) to which your comment pertains.

Upon receipt of comments from districts, they will be presented to the Commission staff senior leadership team for review and consideration. The senior leadership team will then make their recommendations of the proposed final policy for the Commission's consideration at the September Commission meeting. If the policy as recommended is adopted at the Commission meeting, formal notification will be sent to conservation districts and other affected parties.

Please let me know if you have any questions or concerns. Thank you for your participation in this very important process.

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