



State of Washington
PUBLIC DISCLOSURE COMMISSION
711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908
(360) 753-1111 • FAX (360) 753-1112
Toll Free 1-877-601-2828 • E-mail: pdcc@pdcc.wa.gov • Website: www.pdca.wa.gov

July 30, 2021

Civics Proficiency Institute
18940 N Pima Rd, Ste 155
Scottsdale AZ 852556342

And delivered electronically to “ksummers@joefossinstitute.org
ksummers@joefossinstitute.org”

Subject: PDC Order, Case 91632

Dear Civics Proficiency Institute,

Enclosed is a copy of the Public Disclosure Commission’s Order Imposing Fine that was entered in the above-referenced case. At the July 1, 2021, Brief Enforcement hearing, the Presiding Officer assessed a total civil penalty of \$500 in accordance with WAC 390-37-143. The \$500 penalty is payable within 30 days of the date of this Order.

The \$500 penalty is payable no later than **August 29, 2021**. Please make the check or money order payable to the “WA State Treasurer”, and mail the payment to the following:

**Public Disclosure Commission
PO Box 40908
Olympia, WA 98504-0908**

If you have questions, please contact us by email at pdcc@pdcc.wa.gov.

Sincerely,

Electronically Signed by Tabitha Townsend
Tabitha Townsend
Compliance Coordinator 2

Enclosure: Initial Order



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BEFORE THE PUBLIC DISCLOSURE COMMISSION
OF THE STATE OF WASHINGTON

In Re: Compliance with RCW 42.17A

PDC Case 91632

Civics Proficiency Institute,

Respondent.

Findings of Fact,
Conclusions of Law, and
Order Imposing Fine

Pursuant to the brief enforcement hearing (brief adjudicative proceeding) notice sent to Civics Proficiency Institute on June 1, 2021, A brief adjudicative proceeding was held on July 1, 2021, remotely from Olympia, WA by live audio and online transmission, to consider whether the Respondent violated RCW 42.17A.630 by failing to timely file an Annual Lobbyist Employer Report (L-3 Report) as a lobbyist employer for the 2019 calendar year and the Annual Lobbyist Employer Report (L-3 Report) as a lobbyist employer for the 2020 calendar year. The 2019 L-3 report was due to be filed no later than March 1, 2020, disclosing lobbying activities in calendar year 2019 and the 2020 L-3 report was due to be filed no later than March 1, 2021, disclosing lobbying activities in calendar year 2020.

The hearing was held in accordance with Chapters 34.05 RCW and 42.17A RCW and Chapter 390-37 WAC. Commission Chair Fred Jarrett was the Presiding Officer. The Commission staff was represented by Tabitha Townsend, Compliance Coordinator and Jennifer Hansen, Compliance Officer. The Respondent did not participate in the hearing or submit any written materials.

Having considered the evidence, the Presiding Officer finds as follows:

FINDINGS OF FACT

The Respondent was a lobbyist employer of a registered lobbyist in the State of Washington during calendar years 2019 and 2020.

As a lobbyist employer, the Respondent was required to file the L-3 report by the last day of February in 2020 and 2021, or the next business day, disclosing the annual amount of lobbying expenses in the prior calendar year, such as lobbyist compensation, contributions and independent expenditures made, lobbying expenditures made, and compensation for professional services to entities held by state officials, successful state candidates, or their immediate families.

The Respondent did not file the missing L-3 report for 2019 and 2020 prior to the date of the hearing.

The Respondent has no prior violations.

CONCLUSIONS OF LAW

Based on the above facts, as a matter of law, the Presiding Officer concludes as follows:

1. This matter was duly and properly convened and all jurisdictional, substantive, and procedural requirements have been satisfied.
2. The Respondent violated RCW 42.17A.630 by failing to file the 2019 L-3 report by the last day of February, 2020 or the next business day, as required.
3. The Respondent violated RCW 42.17A.630 by failing to file the 2020 L-3 report by the last day of February, 2021 or the next business day, as required.

ORDER

On the basis of the foregoing Findings of Fact and Conclusions of Law,

IT IS HEREBY ORDERED that the Respondent is assessed a civil penalty of \$500, in accordance with the L-3 penalty schedule set forth in WAC 390-37-143. The \$500 penalty is due within 30 days from the date of this Order.

IT IS HEREBY ORDERED that the Respondent also file the 2019 and 2020 L-3 Reports within 30 days of the date of this order.

If the Respondent fails to pay the assessed civil penalty of \$500 within 90 days of the date of the Order, PDC staff is directed to refer the matter to collections for the full assessed penalty of \$500.

This is an **Initial Order** of the Public Disclosure Commission.

Entered this 30th of July, 2021.

Public Disclosure Commission

Electronically signed by Peter Frey Lavallee

Peter Frey Lavallee
Executive Director

I, Tabitha Townsend, certify that I mailed a copy of this order to the Respondent at their respective address postage pre-paid on the date stated herein, and by email.

Electronically Signed by Tabitha Townsend

Signed

July 30, 2021

Date

APPEALS OF INITIAL ORDER

REVIEW OF INITIAL ORDER - BY THE COMMISSION

You may request that the full Commission review this initial order. To seek review, you must:

- Make the request by email, stating the reason for review, and identifying what alleged errors are contained in the initial order. *See* WAC 390-37-144(1).
- All requests for review must be submitted electronically to pdcc@pdcc.wa.gov **REQUESTS FOR REVIEW MUST BE RECEIVED BY THE COMMISSION WITHIN TWENTY-ONE (21) CALENDAR DAYS AFTER THE THIS INITIAL ORDER WAS ELECTRONICALLY DISTRIBUTED TO YOU.**

If review of this initial order is timely requested, the full Commission will hear the matter. If the Commission is unable to schedule a meeting to consider the request within twenty (20) calendar days, this initial order becomes a final order, and any request for Review will automatically be considered a request for reconsideration of a final order. *See* WAC 390-37-144(4). The matter would then be scheduled for consideration and disposition at the next Commission meeting at which it is practicable to do so.

A Respondent does not need to pay a penalty until after the Commission rules on a request for review of an initial order.

FURTHER APPEAL RIGHTS – SUPERIOR COURT

If the Commission does not receive a request for review of this initial order within twenty-one (21) calendar days, the initial order shall be the FINAL ORDER. *See* WAC 390-37-142(7).

YOU HAVE THE RIGHT TO APPEAL A FINAL ORDER TO SUPERIOR COURT, PURSUANT TO THE PETITION FOR JUDICIAL REVIEW PROVISIONS OF RCW 34.05.542.