



State of Washington
PUBLIC DISCLOSURE COMMISSION

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November 3, 2017

Janine Ledford
PO Box 623
Neah Bay, WA 98357

Subject: PDC Order, Case 23031

Dear Janine Ledford,

Enclosed is a copy of the Public Disclosure Commission's Order that was entered in the above-referenced case. At the October 26, 2017, Regular Commission Hearing, the commission conducted a review of the initial order and passed a motion to waive the \$250 penalty.

The Commission reviewed your written statement explaining the discrepancies, which was corroborated by PDC staff, and found that you had worked in good faith with the Public Disclosure Commission to file the required F-1 report for 2016.

Thank you for your prompt attention to this matter. The original \$250 civil penalty that was assessed against you is waived in accordance with the new Order. If you have questions, please contact me by email at micaiah.ragins@pdc.wa.gov.

Sincerely,

Micaiah Titus Ragins
Compliance Coordinator

Enclosures:

Order on Respondent's Request For Review

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**BEFORE THE PUBLIC DISCLOSURE COMMISSION
OF THE STATE OF WASHINGTON**

IN RE THE MATTER OF ENFORCEMENT
ACTION AGAINST

Janine Ledford

Respondent.

PDC CASE NO. 23031

ORDER ON RESPONDENT'S
REQUEST FOR REVIEW

This matter came before the Washington State Public Disclosure Commission on October 26, 2017, at the PDC office, Room 206, Evergreen Plaza Building, 711 Capitol Way, Olympia, Washington. Respondent Janine Ledford requested review of the Commission Order issued on September 5, 2017 following a Brief Enforcement Hearing (brief adjudicative proceeding) in this matter. The matter was held in accordance with Chapters 34.05 and 42.17A RCW and Chapter 390-37 WAC.

Commissioners present included Anne Levinson, Commission Chair (presiding); Jack Johnson, Commission Vice-Chair; and Commissioners John Bridges, Katrina Asay, and David Ammons. Micaiah Ragins, PDC Compliance Coordinator, presented the matter on behalf of PDC Staff. Also present were Assistant Attorney General Scott Douglas representing the Commission; PDC Executive Director Peter Lavalley; Assistant Attorney General Chad Standifer on behalf of PDC Staff; and PDC staff member Jana Greer as recorder of the proceedings. Respondent Janine Ledford did not participate in the proceeding. The proceeding was open to the public and recorded.

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I. PROCEDURAL HISTORY

The matter involved Ms. Ledford's request that the Commission review the penalty assessed in the September 5, 2017 Order based on the finding that she violated RCW 42.17A.700 by failing to file a Personal Financial Affairs Statement (F-1 report) within two weeks of declaring candidacy or no later than June 2, 2017, disclosing financial activities for the preceding twelve months.

- Janine Ledford (Ledford) is a first-time candidate for School Director for the Cape Flattery School District 401.
- As a candidate for election, Ledford was required to file a Personal Financial Affairs Statement (F-1 report) disclosing financial activities for the preceding twelve months within two weeks of declaring her candidacy, or not later than June 2, 2017.
- On August 23, 2017, a Brief Enforcement Hearing was held in which the Presiding Officer found Ledford in violation of RCW 42.17A.700 for failing to file an F-1 report for the preceding twelve months. Ledford was assessed a \$250 in accordance with WAC 390-37-143, the penalty schedule adopted by the Commission, which was payable within 30 days of the date of the Order.
- The initial Order was entered September 5, 2017.
- On September 15, 2017, PDC Staff received a written request from Ledford for review of the Initial Order and waiver of any penalties assessed on the basis that she was not aware of the non-compliance until short notice. Ledford stated that she listed an email address on the F-1 application that she does not check often, which contributed to delays in becoming aware that the PDC was attempting to contact her regarding the missing F-1 report. Ledford also stated that the P.O Box number at which she received the hearing notice was incorrect; the P.O box in the PDC database was 62 and the correct number

1 should have been 623. Ledford indicated that the email issue combined with the hearing
2 notice going to the wrong P.O box, interfered with her ability to submit the
3 F-1 before the hearing deadline.

- 4 • PDC staff verified that there was a discrepancy in the database in which the P.O Box was
5 62, instead of 623. There were also conversations between PDC staff and Ledford in
6 which she demonstrated a good faith effort to file the F-1 form prior to the hearing.
- 7 • The F-1 report was emailed to PDC staff on August 4, 2017, two days after the hearing
8 notice was sent on August 2, 2017. Ms. Ledford stated that she also mailed the F-1 report,
9 but it had not yet been received as of the date of this review hearing. PDC Staff instructed
10 Ms. Ledford to mail the F-1 report again or to file electronically by October 16, 2017.

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12 **II. FINDINGS OF FACT AND CONCLUSIONS OF LAW**

13 Respondent's request for review is granted. The Findings of Fact and Conclusions of
14 Law entered on September 5, 2017 are hereby incorporated. Additionally, the Commission finds
15 that:

16 1. Respondent Janine Ledford submitted a written statement to the PDC on September
17 15, 2017 explaining discrepancies, corroborated by PDC staff, between her correct address and
18 that listed in the PDC database.

19 2. Ms. Ledford has worked in good faith with PDC staff to file the required F-1 report
20 for 2016.

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