

**Chapter 34-02 WAC
GENERAL PROVISIONS**

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| 34-02-010 | Organization and operation of the commission on Asian-American affairs. |
| 34-02-020 | Commission meetings. |
| 34-02-030 | Petitions for rule-making action. |
| 34-02-040 | Communications with the commission. |

WAC 34-02-010 Organization and operation of the commission on Asian-American affairs. (1) The commission on Asian-American affairs, hereinafter referred to as the commission, is a commission in the office of the governor established by RCW 43.117.030. The commission exists to improve the well-being of Asian-Pacific Americans by helping to insure their participation in the fields of government, business and education, and to aid Asian-Pacific Americans in obtaining governmental services in order to promote the health, safety and welfare of all residents of this state. The duties and responsibilities of the commission are more particularly described in chapter 43.117 RCW. The twelve members of the commission are appointed by the governor.

(2) All basic policy decisions are made by the commission at its regular and special meetings. To assist in policy formulation, and to otherwise assist in carrying out its various duties and responsibilities, the commission has an executive director, appointed by the governor based on commission recommendations, a staff hired by the executive director, and two standing committees comprised of commission members. The committees are:

(a) The executive committee, which is responsible for reviewing major news releases and other information designed to increase the public's knowledge of the commission or Asian-Pacific Americans, and for conducting certain commission business and for undertaking specific tasks delegated by the commission;

(b) The nominations committee, which is responsible for developing and implementing procedures by which to recommend commission and executive director appointees, and for such other tasks as may be delegated by the commission; and

Other committees may be formed at any time by [the] commission for the purpose of addressing various issues affecting Asian-Pacific Americans.

(3) The commission maintains a central administrative office at 1515 South Cherry, Olympia, Washington[,] 98504, and a field office at 110 Prefontaine Pl. S., Suite 202, Seattle, Washington, 98104.

[Statutory Authority: RCW 43.117.050(2). WSR 88-21-003 (Order 88-1), § 34-02-010, filed 10/6/88. Statutory Authority: RCW 42.17.250, 42.17.260 and 42.30.070. WSR 82-20-015 (Order 82-1), § 34-02-010, filed 9/28/82.]

Reviser's note: RCW 34.05.395 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 34-02-020 Commission meetings. (1) Regular meetings of the commission are held on the third Saturday of January, March, June, September and November. Notice of the time and place of the regular meetings will be published annually in the January edition of the

Washington state register. A copy of the schedule of regular meetings may also be obtained upon request from the commission.

(2) Special meetings of the commission may be called at any time by the chairperson of the commission or by a majority of the commission members. Notice of such meetings will be as provided by law.

(3) In addition to the meeting notices specified above, the commission staff will publicize information about all commission meetings in the communities in which the meetings are to be held.

[Statutory Authority: RCW 34.04.020, 34.04.060, 42.17.250, 42.17.260 and 42.30.070. WSR 82-20-015 (Order 82-1), § 34-02-020, filed 9/28/82.]

WAC 34-02-030 Petitions for rule-making action. (1) Any interested person may petition the commission requesting the promulgation, amendment or repeal of any rule. The petition may be in any form, so long as the following information is contained therein:

(a) Name and address of the person, organization or corporation requesting the promulgation, amendment or repeal of the rule. If the request is being made by an organization or corporation, the name of a designated individual for contact must be provided.

(b) Text or substance of the proposed rule or amendment, or specific reference to the appropriate rule in cases where repeal is requested.

(c) Full explanation for the requested promulgation, amendment or repeal of rules.

(2) Within thirty days after submission of a petition, or at the next meeting of the commission if the commission does not meet within thirty days, the commission will formally consider the petition and shall, within thirty days thereafter, either deny the petition in writing (stating reasons for the denial) or initiate rule-making proceedings in accordance with chapter 34.04 RCW (Administrative Procedure Act).

[Statutory Authority: RCW 34.04.020, 34.04.060, 42.17.250, 42.17.260 and 42.30.070. WSR 82-20-015 (Order 82-1), § 34-02-030, filed 9/28/82.]

WAC 34-02-040 Communications with the commission. Any and all written communications with the commission, including but not limited to requests for information or copies of agency records, or submittals of any nature, shall be addressed to the commission on Asian-American affairs, in care of the executive director, at either the commission's Olympia or Seattle office. The address for each office appears in WAC 34-02-010(3).

[Statutory Authority: RCW 34.04.020, 34.04.060, 42.17.250, 42.17.260 and 42.30.070. WSR 82-20-015 (Order 82-1), § 34-02-040, filed 9/28/82.]