

WAC 30-01-055 Responsibilities. (1) Board responsibilities.

- (a) Approves the commission budget each fiscal year and biennium;
- (b) Approves the commission's strategic plan and goals each biennium;
- (c) Approves all grants, except when the executive director has been delegated approval authority;
- (d) Approves changes to rosters, as specified in these rules;
- (e) Fulfills other responsibilities as established in Title 30 WAC; and
- (f) May delegate specific responsibilities to the executive director.
- (g) Officers of the board serve as specified in WAC 30-08-080 (Board officers and committees).

(2) Executive director responsibilities.

- (a) Manages the agency;
 - (b) Approves and signs contracts;
 - (c) Acts as official spokesperson for the commission;
 - (d) Fulfills other responsibilities as established in Title 30 WAC and as otherwise determined by the board; and
 - (e) May delegate specific responsibilities to staff.
- (3) Staff responsibilities.

Under the direction of the executive director, staff develop and implement the commission's strategic plan, budget, and programs. Staff have the authority to:

- (a) Manage and develop programs, and pilot programs, including development of application forms, guidelines, and review criteria, and convene and manage panels to review applications and nominations;
- (b) Define and publish definitions in addition to those in chapter 30-02 WAC (Definitions), as necessary to implement commission programs;
- (c) Negotiate, prepare, and administer contracts; and
- (d) Fulfill other responsibilities as established in Title 30 WAC and otherwise as determined by the executive director.

[Statutory Authority: RCW 43.46.040. WSR 19-07-001, § 30-01-055, filed 3/6/19, effective 4/6/19. Statutory Authority: Chapter 43.46 RCW. WSR 10-23-102, § 30-01-055, filed 11/16/10, effective 12/17/10.]