

**WAC 170-03-0190 Purposes of prehearing conference.** (1) The purposes of the prehearing conference are to clarify issues, set deadlines for the parties to exchange information regarding witnesses and evidence, and set the time for the hearing.

(2) During a prehearing conference the parties and the ALJ may:

- (a) Simplify or clarify the issues to be decided during the hearing;
- (b) Agree to the date, time and place of the hearing;
- (c) Identify accommodation and safety issues;
- (d) Agree to postpone the hearing;
- (e) Allow the parties to make changes in their own documents, including the DEL notice of adverse action or the appealing party's hearing request;
- (f) Agree to facts and documents to be entered during the hearing;
- (g) Set a deadline for each party to file and serve the names and phone numbers of witnesses, and copies of all documents or other exhibits that will be presented at the hearing;
- (h) Schedule additional prehearing conferences;
- (i) Resolve the dispute;
- (j) Consider granting a stay if authorized by law or DEL rule;
- (k) Consider a motion for summary judgment or other motion; or
- (l) Determine any other procedural issues raised by the parties.

[Statutory Authority: Chapter 43.215 RCW, RCW 34.05.220, chapter 34.05 RCW, 2006 c 265. WSR 08-06-102, § 170-03-0190, filed 3/5/08, effective 4/5/08.]