

**WSR 24-17-061  
PROPOSED RULES  
DEPARTMENT OF  
VETERANS AFFAIRS**

[Filed August 15, 2024, 11:41 a.m.]

Original Notice.

Preproposal statement of inquiry was filed as WSR 24-11-044.

Title of Rule and Other Identifying Information: WAC 484-10-035 Veterans' affairs advisory committee (VAAC).

Hearing Location(s): On September 24, 2024, at 3:00 [p.m.], at the Department of Veterans Affairs (DVA), 1102 Quince Street S.E., Olympia, WA 98504; or Microsoft Teams, Meeting ID 267 538 422 073, Passcode rNr4Jz; or dial in by phone, +1 564-999-2000,,281649976# United States, Olympia, Phone conference ID 281 649 976#.

Date of Intended Adoption: September 25, 2024.

Submit Written Comments to: Heidi Audette, 1102 Quince Street S.E., email heidia@dva.wa.gov, fax 360-725-2197, by September 24, 2024.

Assistance for Persons with Disabilities: Contact Heidi Audette, phone 360-791-8966, fax 360-725-2197, TTY 360-725-2199, email heidia@dva.wa.gov, by September 23, 2024.

Purpose of the Proposal and Its Anticipated Effects, Including Any Changes in Existing Rules: The proposed rules will update outdated language, address changes in meeting structure, acknowledge homes liaisons and community town halls, and update the process for removing a VAAC member as a result of not attending regular meetings.

Reasons Supporting Proposal: Existing language is outdated. It does not address VAAC members serving as liaisons to the four state veterans homes. It also does not address the current meeting structure of holding community town halls across the state, and because of the meeting structure changes, the process for removing a VAAC member as a result of not attending meetings needs to be updated to reflect the changes in how VAAC conducts itself.

Statutory Authority for Adoption: RCW 43.60A.070.

Statute Being Implemented: RCW 43.60A.080.

Rule is not necessitated by federal law, federal or state court decision.

Name of Proponent: DVA, governmental.

Name of Agency Personnel Responsible for Drafting: Heidi Audette, Olympia, 360-791-8966; Implementation and Enforcement: Sue LaVoie, Olympia, 360-485-1158.

A school district fiscal impact statement is not required under RCW 28A.305.135.

A cost-benefit analysis is not required under RCW 34.05.328. Neither a small business economic impact statement nor a school district fiscal impact statement are required with these changes as they only impact VAAC.

This rule proposal, or portions of the proposal, is exempt from requirements of the Regulatory Fairness Act because the proposal:

Is exempt under RCW 19.85.025(3) as the rules relate only to internal governmental operations that are not subject to violation by a nongovernment party.

Is exempt under RCW 19.85.025(4).

Explanation of exemptions: These rules relate only to internal governmental operations and are not subject to violation by a nongovernment party.

Scope of exemption for rule proposal:  
Is fully exempt.

August 6, 2024

Heidi Audette

Communications and Legislative Director

## OTS-5754.1

AMENDATORY SECTION (Amending WSR 92-17-045, filed 8/14/92, effective 9/14/92)

**WAC 484-10-035 Veterans' affairs advisory committee.** Rules of operation.

(1) The committee shall have the following powers and duties:

(a) To serve in an advisory capacity to the governor and the director on all matters pertaining to the department of veterans affairs;

(b) To acquaint themselves fully with the operations of the department and recommend such changes to the governor and the director as they deem advisable.

(2) The department of veterans affairs, and its director, shall fully recognize the advisory committee, as established under RCW 43.60A.080.

(3) The committee chair shall, following annual elections but before September, confer with the director to set the number of, and schedule for, authorized meetings during the following (~~twelve~~) 12 months.

(4) A quorum must be present prior to the transaction of official committee business. A quorum for the committee shall be construed to be a simple majority of the committee members authorized in RCW 43.60A.080.

(5) The order of business (~~will be according to Robert's Rules of Order as revised, and the usual order of business~~) for regular meetings shall be as follows:

(a) Pledge of Allegiance;

(b) Roll call and introductions;

(c) (~~Reading and~~) Approval of minutes;

(d) (~~Reading of official and other communications~~) Discussion of upcoming town hall or community meetings;

(e) (~~Audience introductions~~) Homes liaisons reports and discussion;

(f) Report from the director or (~~his/her~~) their designee;

(g) Report of committees;

(h) (~~Old business~~) Other agenda items identified by the chair and director;

(i) New business;

(j) (~~Agenda set for next meeting~~;

~~k~~) Time and place for next meeting;

(~~l~~) k) Adjournment (by majority vote of members present).

(6) Summary minutes shall be kept of (~~all of the~~) committee proceedings and a complete copy will be provided to each member of the committee and the director within (~~fourteen~~) 14 calendar days of ad-

jourment. When requested to do so by the committee, the director shall present a copy of the minutes to the governor.

~~(7) Each member of the committee is expected to actively participate in and attend all regular meetings of the committee either in person, or virtually if that option is available. ((The name of any committee member who)) If a committee member has three consecutive unexcused absences from ((regularly scheduled)) regular meetings ((will be automatically forwarded to the governor's office with a request that a replacement be named to the committee)), the director will meet with the member to determine if a replacement is needed. If a replacement is needed, a copy of the replacement request will be forwarded to the appropriate veterans organization department commander and subsequently to the governor's office for review and appointment.~~

~~(8) ((The chairperson shall notify, in writing, any member having three consecutive unexcused absences that a recommendation is being forwarded to the governor.~~

~~(9))~~ A member will receive an excused absence at the discretion of the chairperson or director.

~~((10))~~ (9) The director, or ((his/her)) their designee, and such members of the department staff as the director selects, shall meet with the committee on a regular basis.

~~((11))~~ (10) The committee will annually review the quality and range of services performed by the department.

~~((12))~~ (11) Annually, the committee shall designate one of its meetings as a joint meeting with the commanders and service officers of all veterans organizations nationally recognized by the Federal Department of Veterans Affairs.

~~((13))~~ (12) During June of each year, there shall be an election of the chairperson and vice chairperson for the coming year. New officers shall take office in September. Those elected will serve for one year and be limited to one term in succession.

~~((14))~~ (13) All meetings and events relating to the advisory committee shall be accessible to all members and guests.

~~((15))~~ (14) The chairperson may appoint special committees consisting of not less than two members when necessary to make special inquiries, reports, and investigations.