

BEFORE THE WASHINGTON STATE
EXECUTIVE ETHICS BOARD

In the Matter of:

MELISSA JACKSON,

Respondent.

No. 08-126

STIPULATED FACTS,
CONCLUSIONS AND ORDER

I. STIPULATION

THIS STIPULATION is entered into under WAC 292-100-090(1) between the Respondent, MELISSA JACKSON, and Board Staff of the WASHINGTON STATE EXECUTIVE ETHICS BOARD (Board) through MELANIE de LEON, Executive Director. The following stipulated facts, conclusions, and agreed order will be binding upon the parties if fully executed, and if accepted by the Board without modification(s), and will not be binding if rejected by the Board, or if the Respondent does not accept the Board's proposed modification(s), if any, to the stipulation.

Section 1: PROCEDURAL FACTS

1.1. On July 31, 2008, the Executive Ethics Board received a referral from the State Auditor's Office (SAO) alleging that Melissa Jackson, an employee of the State of Washington, Department of Corrections (DOC), may have violated state law when she took leave without submitting leave slips. The Board reviewed this referral and issued a complaint on November 14, 2008.

1.2. The Board is authorized under RCW 34.05.060 to establish procedures for attempting and executing informal settlement of matters in lieu of more formal proceedings under the Administrative Procedures Act, including adjudicative hearings. The Board has established such procedures under WAC 292-100-090.

1.3. Melissa Jackson recognizes that the evidence available to the Board staff is such that the Board may conclude she violated the Ethics in Public Service Act. Therefore, in the interest of seeking an informal and expeditious resolution of this matter, the parties agree to entry of the stipulated findings of fact, conclusions of law and agreed order set forth below.

1.4. Melissa Jackson waives the opportunity for a hearing, contingent upon acceptance of this stipulation by the Board, or her acceptance of any modification(s) proposed by the Board, pursuant to the provisions of WAC 292-100-090(2) which provides in part:

The board has the option of accepting, rejecting, or modifying the proposed stipulation or asking for additional facts to be presented. If the board accepts the stipulation or modifies the stipulation with the agreement of the respondent, the board shall enter an order in conformity with the terms of the stipulation. If the board rejects the stipulation or the respondent does not agree to the board's proposed modifications to the stipulation, the normal process will continue. The proposed stipulation and information obtained during formal settlement discussions shall not be admitted into evidence at a subsequent public hearing.

1.5. If the Board accepts this stipulation, the Board will release and discharge Melissa Jackson from all further ethics proceedings under chapter 42.52 RCW for matters arising out of the facts contained in the complaint in this matter, subject to payment of the full amount of the civil penalty due and owing, any other costs imposed, and compliance with all other terms and conditions of the agreed order. Ms. Jackson in turn agrees to release and discharge the Board, its officers, agents and employees from all claims, damages, and causes of action arising out of this complaint and this stipulation and agreed order.

1.6. If this Stipulation is accepted, this Stipulation and Order does not purport to settle any other claims between Melissa Jackson and the Washington State Executive Ethics Board, the State of Washington, or other third party, which may be filed in the future.

1.7. If this Stipulation is accepted, this Stipulation and Order is enforceable under RCW 34.05.578 and any other applicable statutes or rules.

1.8. If the Board rejects this stipulation, or if Melissa Jackson does not accept the Board's proposed modification(s), if any, Ms. Jackson waives any objection to participation at any subsequent hearing by any Board member to whom this stipulation was presented for approval under WAC 292-100-090(2). Further, Ms. Jackson understands and agrees that this proposed stipulation and information obtained during any formal settlement discussions held between the parties shall not be admitted into evidence at a subsequent public hearing, unless otherwise agreed by the parties.

Section 2: FINDINGS OF FACT

2.1. Melissa Jackson is a dental assistant with DOC, McNeil Island Correction Center.

2.2. Ms. Jackson failed to report 288.5 hours of leave that she had taken from January through December 2007.

2.3. On June 23, 2008, DOC issued a letter of reprimand to Ms. Jackson and required her to pay DOC \$6,339.17 for the unreported leave. Ms. Jackson has paid DOC the full amount for the unreported leave.

Section 3: CONCLUSIONS OF LAW

3.1. Pursuant to chapter 42.52 RCW, the Executive Ethics Board has jurisdiction over Melissa Jackson and over the subject matter of this complaint.

3.2. Pursuant to WAC 292-100-090(1), the parties have the authority to resolve this matter under the terms contained herein, subject to Board approval.

3.4. A state officer is prohibited from using his position to secure special privileges. RCW 42.52.070 states: "Except as required to perform duties within the scope of employment, no state officer or state employee may use his or her position to secure special privileges or exemptions for himself or herself, or his or her spouse, child, parents, or other persons."

3.5. A state officer or employee is prohibited under RCW 42.52.160 from using state property "under the officer's or employee's official control or direction, or in his or her official custody, for the private benefit or gain of the officer, employee or another."

3.5. Based on Findings of Fact 2.1 through 2.3, Ms. Jackson took leave without submitting leave slips in violation of RCW 42.52.070 and RCW 42.52.160.

3.7. The Board is authorized to impose sanctions for violations to the Ethics Act pursuant to RCW 42.52.360.

II. MITIGATING FACTORS

In determining the appropriateness of the civil penalty, the criteria in WAC 292-120-030 has been reviewed. It is an aggravating factor that Ms. Jackson did not report leave time over a year time period. It is a mitigating factor that Ms. Jackson received a letter or reprimand and paid back the unreported leave in the gross amount of \$6,339.17.

III. AGREED ORDER

Melissa Jackson will pay a civil penalty in the amount of five hundred dollars (\$500.00). The Board agrees to suspend two hundred fifty dollars (\$250.00) of the civil penalty on the condition that Melissa Jackson complies with all terms and conditions of this Stipulation and Order. If Melissa Jackson fully pays the remaining amount of two hundred fifty dollars (\$250.00) within 45 days of the signing of this order by the Board, and commits no further

II. ORDER

Having reviewed the proposed Stipulation, WE, THE STATE OF WASHINGTON EXECUTIVE ETHICS BOARD, pursuant to WAC 292-100-090, HEREBY ORDER that the Stipulation is

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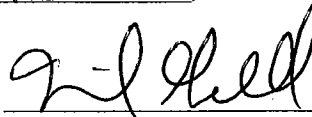
ACCEPTED in its entirety;

REJECTED in its entirety;

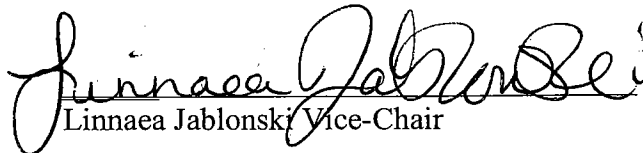
MODIFIED. This Stipulation will become the Order of the Board if the

Respondent approves* the following modification(s):

DATED this 11th day of September, 2009.



Neil Gorrell, Chair



Linnaea Jablonski, Vice-Chair



Judith K. Golberg, Member



Mike Connelly, Member



Martin Biegelman, Member

* I, Melissa Jackson, accept/do not accept (circle one) the proposed modification(s).

Melissa Jackson, Respondent Date