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7 **BEFORE THE WASHINGTON STATE EXECUTIVE ETHICS BOARD**

8 In the matter of:

CASE NO. 2023-094

9 ANDREW TRANA,

ORDER OF DEFAULT AND
FINAL ORDER

10 Respondent.

11 **I. PROCEDURAL HISTORY**

12 On December 6, 2023, the Executive Ethics Board (Board) received a complaint alleging
13 that Andrew Trana (Trana), an employee of the Washington State Department of Children,
14 Youth & Families (DCYF), may have violated the Ethics in Public Service Act. The complaint
15 alleged that Andrew Trana violated RCW Chapter 42.52, by using state resources for nonwork
16 related activities.

17 On May 9, 2025, the Board found reasonable cause to believe that violation(s) of
18 RCW 42.52 had been committed, and the penalty may be greater than \$500.

19 On May 12, 2025, notification of the Reasonable Cause Determination was deposited in
20 the United States mail, via certified and regular mail, to Trana at their home address on record,
21 365 Garfield Ave., E, Tenino, WA 98589.

22 On June 1, 2025, Trana returned the notification of Reasonable Cause Determination and
23 requested a hearing pursuant to RCW 42.52.430(3). On June 10, 2025, the Board transferred the
24 case to Assistant Attorney General Julia Eisentrout. On June 11, 2025, Assistant Attorney
25 General Julia Eisentrout filed a Notice of Appearance to the Office of Administrative Hearings
26 (OAH) on behalf of the Board.

1 On June 13, 2025, OAH issued and mailed proper notice of a Notice of Prehearing
2 Conference for Monday, June 30, 2025, at 9:00 AM, PST via Telephonic Conference Call
3 (Docket No. 06-2025-AGO-00072).

4 On June 30, 2025, OAH Administrative Law Judge TJ Martin convened the Prehearing
5 Conference at 9:00 AM. Assistant Attorney General Julia Eisentrout appeared and represented
6 the Board. Andrew Trana did not appear. At 9:20 AM, on June 30, 2025, the Board Staff moved
7 for a default order.

8 On July 2, 2025, Administrative Law Judge TJ Martin issued and served an Initial Order
9 Dismissing Appeal which concluded that pursuant to RCW 34.05.440, Respondent
10 Andrew Trana was in default and dismissed the administrative appeal.

11 II. FINDINGS OF FACT

12 2.1 On December 26, 2020, Andrew Trana was hired as a Security Officer at the
13 Juvenile Rehabilitation section of Green Hill School.

14 2.2 On July 4, 2021, Trana completed the DCYF Washington State Ethics in State
15 Government.

16 2.3 In July 2022, Andrew Trana was promoted to Security Supervisor.

17 2.4 According to the complaint, Trana allegedly used their work computer for
18 streaming music, personal web searches, and shopping on Amazon for personal use.

19 2.5 As part of their investigation, Board staff were also provided with a finalized copy
20 of the DCYF internal investigation report (IR). This report included forensic images (from
21 Magnet Forensics) of DCYF computers Andrew Trana had access to as part of their duties.

22 2.6 In October 2021, Trana had over 20 Facebook visits.

23 2.7 Between October 2021 and December 2023, Trana performed multiple, personal
24 google searches including but not limited to “rental inspection form”, “Spartacus cast”, “printable
25 tenant move-out checklist”, “BECU”, “Seahawks”, “South Carolina girls’ basketball record”,
26 “unicorn”, “White Pass weather”, “Ram trucks”, “single braids men”, “pig pictures”, etc.

- (iv) The use does not interfere with the performance of any state officer's or employee's official duties;
- (v) The use does not compromise the security or integrity of state property, information systems, or software;
- (vi) The use is not for the purpose of conducting an outside business, in furtherance of private employment, or to realize a private financial gain;
- and
- (vii) The use is not for supporting promoting the interests of, or soliciting for an outside organization or group.

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

3.4 In determining the appropriateness of the civil penalty, the criteria in WAC 292-120-030 have been reviewed, as well as comparable cases previously determined by the Board. In 2023-070, the Board imposed a penalty of \$2,000 when a state employee was found to have used state resources for personal benefit by using a state computer to visit gaming websites, shopping and news websites, and their personal Gmail account; in 2023-025, the Board imposed a penalty of \$2000 with \$1000 suspended when a state employee used state resources by using a state computer to visit sports websites, social media websites and YouTube; and in 2023-009, the Board imposed a penalty of \$2500 with \$1000 suspended when a state employee used state resources for personal benefit by using a state computer to visit sites like TikTok, Twitter, news websites, online shopping sites, and using Google for personal searches.

IV. ORDER OF DEFAULT AND FINAL ORDER

Based on the foregoing, the Board:

4.1 FINDS the Respondent, Andrew Trana, failed to attend or participate in a hearing or other stage of an adjudicative proceeding after proper service of the Notice of Prehearing Conference issued by the OAH on June 13, 2025.

4.2 CONCLUDES that the Respondent, Andrew Trana, is in default under the provisions of RCW 34.05.440 and their administrative appeal is dismissed.


1 4.3 IT IS ORDERED that pursuant to RCW 34.05.440(1), the Board may proceed to
2 resolve this case without further notice to or hearing for the benefit of Respondent Andrew Trana.

3 4.4 IT IS HEREBY FURTHER ORDERED Respondent, Andrew Trana, is liable for
4 and shall pay a civil penalty of two thousand dollars (\$2,000.00). The payment shall be made to
5 the Executive Ethics Board within forty-five (45) days of this Order.

6 DATED this 14th day of November, 2025.

7 WASHINGTON STATE EXECUTIVE ETHICS BOARD
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12 Kelli Hooke, Chair


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14 Cam Comfort, Member

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18 Megan Abel, Vice Chair


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20 David Hankins, Member

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24 Mark Rapozo, Member
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1 **APPEAL RIGHTS**

2 **RECONSIDERATION OF FINAL ORDER – BOARD**

3 Any party may ask the Executive ethics Board to reconsider a Final Order. The request
4 must be in writing and must include the specific grounds or reasons for the request. The request
5 must be delivered to the Board office within 10 days after the postmark date of this order.

6 The Board is deemed to have denied the request for reconsideration if, within 20 days
7 from the date the request is filed, the Board does not either dispose of the petition or serve the
8 parties with written notice specifying the date by which it will act on the petition
9 RCW 34.05.470.

10 The Respondent is not required to ask the Board to reconsider the Final Order before
11 seeking judicial review by a superior court. RCW 34.05.470.

12 **FURTHER APPEAL RIGHTS – SUPERIOR COURT**

13 A Final Order issued by the Executive Ethics Board is subject to judicial review under
14 the Administrative Procedure Act, chapter 34.05 RCW. See RCW 42.52.440. The procedures
15 are provided in RCW 34.05.510-.598

16 The petition for judicial review must be filed with the superior court and served on the
17 Board and any other parties within 30 days of the date that the Board serves this Final Order on
18 the parties. RCW 34.05.542(2).

19 A petition for review must set forth:

- 20 (1) The name and mailing address of the petitioner;
- 21 (2) The named and mailing address of the petitioner’s attorney, if any;
- 22 (3) The name and mailing address of the agency whose action is at issue;
- 23 (4) Identification of the agency action at issues, together with a duplicate copy,
24 summary, or brief description of the agency action’
- 25 (5) Identification of persons who were parties in any adjudicative proceedings that let
26 to the agency action;

- 1 (6) Facts to demonstrate that the petitioner is entitled to obtain judicial review;
2 (7) The petitioner's reasons for believing that relief should be granted; and
3 (8) A request for relief, specifying the type and extent of relief requested.
4 RCW 34.05.546.

5 **ENFORCEMENT OF FINAL ORDERS**

6 If there is no timely request for reconsideration, this is the Final Order of the Board. The
7 Respondent is legally obligated to pay any penalty assessed.

8 The Board will seek to enforce a Final Order in superior court and recover legal costs
9 and attorney's fees if the penalty remains unpaid and no petition for judicial review has been
10 timely filed under chapter 34.05 RCW. This action will be taken without further order by the
11 Board.