BOARD OF TAX APPEALS

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Public Board Meeting

August 21, 2026
10:00 a.m.
Board of Tax Appeals

Minutes

Attendees: Matthew Randazzo, Chair; Kristen Fraser, Vice Chair; Ross Petersen, Executive Director
Identified Members of the Public: Keri Lamb, Jasmine Bruns, Jason Arcuri, Cindy Garibay, Gilda Felizardo, Darren Ferguson, Rachel McDaniel, Mike Turner, Kiirsti Janhunen and Art.

Call to Order

- Meeting called to order at 10:00 a.m.
- Agenda Approved
- Approval of Minutes for July 17, 2026

Discussion Topics

Director Report

- Statistics
  - Statistics were provided to the Board for the month of July.
  - Heard to decided has been reduced to 90 days.
- Tax Referee Position Posting
  - Interviews have been scheduled for next week.
  - 6 candidates are being invited to interview.
- All Staff Retreat
  - The all staff retreat was a success with a lot of good ideas for future growth of the agency being discussed.

AI

- The Board understands that artificial intelligence is becoming more prevalent but feels that the agency should do more research into how to properly use the technology before implementing it's use by the agency.
- Ross will request more information from WaTech and other agencies who are currently using AI.

Settlement Conferences

- The Board is ready to move forward with rule drafting for settlement conferences.
- Moved to file CR 101
  - Passed

Brief Adjudicatory Proceedings

- The Board has appointed a three-member group of employees to gather information from statues and other adjudicatory agencies on the process.

- The group is researching how other agencies handle the process and will present their findings once complete.

Executive Session

- The Board went into executive session.
  - Executive session began at 10:08 a.m. and ended at 10:20 a.m.
  - The Board discussed personnel matters.
  - No action was taken.

Miscellaneous Business: Carpet installation for the office is going forward. Install should begin at the end of September or early October.
Future Agenda Items: Settlement Conferences, Brief Adjudicatory Proceedings, Rules, Policies, AI.
Public Comments: None

At 10:23 a.m. the meeting adjourned.