



BOARD OF TAX APPEALS

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Public Board Meeting

February 20, 2025

10:00 a.m.

Board of Tax Appeals

Minutes

Attendees: Claire Hesselholt, Chair; Matt Randazzo, Vice Chair; Kristen Fraser, Member; Ross Petersen, Executive Director

Identified Members of the Public: Keri Lamb, Jasmine Bruns, Darren Ferguson, Jason Arcuri, Rachel McDaniel, Kiirsti Janhunen, Gilda Felizardo, Mike Turner.

Call to Order

- Meeting called to order at 10:00 a.m.
- Approved agenda
- Approval of Minutes for January 23, 2026

Discussion Topics

Director Report

- Statistics
 - Statistics were provided to the Board for the month of January

Executive Director Report

- Discussion of update to WAC 456-10-010 to align with RCW.
 - Moved to file CR105 expedited filing with code revisor
 - Passed
- Ross gave a presentation on the proposed submission for the agency Customer Experience Improvement Plan.
 - Suggestions for edits were given.

Policy Review

- The Board reviewed five policies.
 - 2.3.1 Attendance and Leave FMLA
 - Passed as amended
 - 3.1 Automobile Use
 - Passed as amended
 - 3.2 PFMLA
 - Passed as amended
 - 3.10 Commuter Subsidy
 - Passed as amended

Small Claims

- An update on proposed language with changes from Board comments.

- The Board would like to review the data on cases that could be affected by this rule after a few months of the accelerated residential cases have been processed. See if the accelerated rule is removing a significant quantity of the cases that would be eligible.
- The Board also wants to have time to structure process and procedure for these cases before implementing a new rule.

Miscellaneous Business: None

Future Agenda Items: Policy review, Small Claims, Accelerated Case Statistics

Public Comments: None

Adjourned: 11:06 a.m.