

COMMISSIONER OF
POLITICAL PRACTICES



STATE OF MONTANA

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October 21, 2013

Dee Brown
Chairperson and Presiding Officer
State Administration and Veterans' Affairs Interim Committee
63rd Montana Legislature

House and Senate Members
State Administration and Veterans' Affairs Interim Committee
63rd Montana Legislature

Dear Chairperson Brown and Members of the SAVA committee:

This letter introduces the presentation that the staff of the Office of the Commissioner of Political Practices will make to the SAVA Committee. We have organized that presentation to meet the following areas of inquiry, as determined by the Committee:

1. The data on number of cases currently handled in each duty area of the Commissioner's Office. The duty areas listed in the SAVA handout are lobbying, ethics and campaigns.
2. A flow chart type approach as to how current office processes handle its work in each duty area.
3. Efficiencies of user use of, or public access to, each area of duty.

In making this presentation we note that other duties demand that additional day to day tasks such budget work, phone answering, and website maintenance be performed by the staff working at the Commissioner's office.

INTRODUCTION

The Commissioner's office has six full time staff. The staff are Jonathan Motl, Jamie McNaughton, Julie Steab, Mary Baker, Karen Musgrave and Kym Trujillo. The Commissioner's base budget is \$562,000 of which \$337,000 is paid for staff salaries and benefits. The Commissioner is the

highest paid person in the office, at a salary of \$64,375 plus benefits. The Commissioner's staff is aided by consultants who provide services related to IT, data base and legal activities. There is approximately \$150,000 expended on these services. Finally, the Commissioner's office received an allocation of \$502,000 to cover the cost of upgrading electronic access to report forms and reported information, both by the person filing and by the public. This project has been defined and awarded, with contract work underway.

Jonathan Motl, as Commissioner, supervises the work of Mary Baker (program supervisor), Jamie McNaughton (legal counsel) and Julie Steab (investigator). Mary Baker supervises the work of Karen Musgrave (program technician) and Kym Trujillo (data technician). The job descriptions for each position, including Commissioner, are provided to each Committee member.

The jobs of all 6 people are interrelated with multiple contacts between staff occurring on a daily basis. While no one person can perform his or her job without assistance of the other 5 people, there are primary functions associated with each job. The presentation to the Committee will follow primary function and be made as follows:

1. Candidate, political committee and lobbying registration, reporting and auditing

Mary Baker, along with Karen Musgrave and Kym Trujillo, will present information on the numbers of people registering in each area of duty. Further, they will discuss their roles in certifying, auditing and making the information available to the public. Finally, they will present information on the ease of, or problems with, user access by the candidate, committee or lobbying principal as well as ease of, or problems with, access to this information by members of the public. There will be a separate handout or video display for this portion of the presentation. It is expected that this portion of the presentation will take about 30 minutes.

2. Acceptance, investigation, Decision making and enforcement of complaints as well as response to requests for informal or advisory opinions.

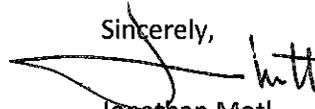
Jonathan Motl, along with Julie Steab and Jamie McNaughton, will present information on the numbers of complaints or other requests for determination, such as an advisory opinion. In addition, they will present information on manner of investigation and process of enforcement. There will be a separate handout or video display for this portion of the presentation. It is expected that this portion of the presentation will take about 30 minutes.

3. Areas of work, currently in stasis, needing attention

Jonathan Motl will describe the areas of work, including administrative regulations and definition of lobbying, that need the future attention of the Commissioner's staff.

At the end of the presentation the Commissioner, and each of the 5 other staff, will be available for response to questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Motl', written over a horizontal line.

Jonathan Motl

Commissioner of Political Practices
State of Montana

Documents Included with letter

Job Descriptions of 6 staff

2010-2013 COPP Docket

Bonogofsky v Kennedy Decision

Bonogofsky v National Gun Owner's Association Decision

Guidelines for campaign finance reports

Guidelines for campaign finance audits