

Dear Mr. Schumacher,

I am submitting our agency's activities list that needs to be authorized to operate in the event the Legislature fails to make appropriations by July 1, 2013. Our agency maintains three facilities for the State of Washington. We believe that maintaining and securing the facilities (in the absence of normal operations) will prevent catastrophic loss of state property. Here is the list of facilities that we are maintaining and minimum staffing requirements to prevent loss of property.

First, we operate the 100,000 square foot Washington State History Museum on Pacific Avenue in downtown Tacoma. The building is heavily dependent on modern HVAC systems to maintain the building environment to meet preservation standards for exhibits and artifacts on site. We are asking to maintain three FTEs: one security guard, one Preservation & Museum Specialist, and one Facilities Operation Maintenance Specialist to monitor building systems and permanent exhibit systems and to secure the building and adjacent parking lot.

Second, we operate a 60,000 square foot Collection Storage /Research Center on Stadium Way in north Tacoma. The facility houses collections representing the entire state, which range in date from 10,000 B.C. to the present. They include over 82,000 artifacts, 600,000 photographs and negatives, 55,000 pieces of ephemera and 15,500 books. Preservation of these materials requires operational control of the internal environment to prevent damage from changes in temperature, humidity, and light. These collections are also particularly threatened by theft in the absence of staff or a security presence. We are requesting two FTEs to secure this facility: one security guard and one Preservation & Museum Specialist to monitor condition of collections and secure the building and adjacent parking lot. It is our policy to require two staff on site at all times to guard against theft.

Third, we have a 51,300 square foot site that contains two historical buildings near the State Capitol in Olympia. We are planning to secure the site with a private security monitoring company and the State Patrol who routinely patrol the neighborhood.

The Facilities Operation Maintenance Specialist stationed in the Pacific Avenue Museum will also provide facilities maintenance services to the two other facilities.

If this staff is not approved in order to prevent catastrophic loss of state property, we would alternatively request that at minimum we be allowed to use local (non-state) funds to provide a security presence during planned facility rentals during the unknown period of closure. This will prevent loss of income from these rentals, and guard against legal actions that could occur in response to last minute cancellation of a wedding or corporate booking of the facility. Obviously, however, our preference is to have the full-time presence of the staff indicated above.

If you need more information, please call me at 253-798-5900 or e-mail me at [jennifer.kilmer@wshs.wa.gov](mailto:jennifer.kilmer@wshs.wa.gov).

Sincerely,

Jennifer Kilmer  
Director  
Washington State Historical Society