

Hiring Freeze Exception Report to OFM

Agency: Department of Corrections
 Program: Agency Wide
 Agency Director signature:



(Do not report a running list, only report new actions since your last report.)

Date Approved	Hire Date keyed into HRMS (Start Date)	SAP Position Number (8 digits)	Position Title	Job Class Code	Job Class Title	Fund Source (e.g. GFS, Trasp)	Rationale for Approving Exception
N/A Prior to 12/2/24	01/07/2025	70048746	SEC LEAD	100U	SECRETARY LEAD -	General Fund	Prior to 12/2/24 Hiring Freeze
N/A Prior to 12/2/24	01/06/2025	70088575	PROGRAM SPEC 3	107J	PROGRAM SPECIALIS	General Fund	Prior to 12/2/24 Hiring Freeze
N/A Prior to 12/2/24	01/07/2025	70044375	OFF ASST 3	100J	OFFICE ASSISTANT 3	General Fund	Prior to 12/2/24 Hiring Freeze
N/A Prior to 12/2/24	01/02/2025	70095094	OFF ASST 3	100J	OFFICE ASSISTANT 3	General Fund	Prior to 12/2/24 Hiring Freeze
N/A Prior to 12/2/24	01/07/2025	70044376	PATIENT SRVCS REP	284E	PATIENT SERVICES R	General Fund	Prior to 12/2/24 Hiring Freeze

Contracts Freeze Exception Report to OFM

Agency: Department of Corrections
 Program: Agency Wide
 Agency Director signature:



(Do not report a running list, only report new actions since your last report.)

Date Approved	Name of Contractor	Brief Description of Services	Term of Contract	Total Cost	Fund Source (e.g. GFS, Traspo, etc.)	Rationale for Approving Exception
12/31/2025	Mail Chimp	Mailchimp contract	12/08/2024-12/01/2025	\$12,300.00	001-1	Critical Communication for II's and families
12/2/2025	WaTech (K13667)	Website support and maintenance	6/30/2027	\$133,734.00	001-1	Cost reduction/replacement
12/31/2025	ISG Statement of Work	Integrated Solutions Group's Statement of Work to continue OCM services for Patient Centered Medical Home into 2025	01/01/2025 - 06/30/2025	\$72,380.00	001-1	Standardization work for EHR

Goods and Equipment Freeze Exception Report to OFM

Agency: Department of Corrections
 Program: Agency Wide
 Agency Director signature:



(Do not report a running list, only report new actions since your last report.)

Date Approved	Description of Goods or Equipment	Total Cost	Fund Source (e.g. GFS, Traspo, etc.)	Rationale for Approving Exception
27-Dec	3 Ford F450 lease vehicle request Prisons Transportation and Extradition	\$750 monthly per vehicle	001-1	Critical to transportation safety for staff and II's
7-Jan	Food vendor for mcneil island training	\$86 per day, per individual attending/instructing the academy	001-1	Most cost effective for required trainings

Travel Freeze Exception Report to OFM

Agency: Department of Corrections
Program: Agency Wide
Agency Director signature:



(Do not report a running list, only report new actions since your last report.)

Date Approved	Position Title	Total Cost	Fund Source (e.g. GFS, Trasp, etc.)	Rationale for Approving Exception
1/7/2025	Correctional Industries Sales Manager	\$1,100.00	401-6	Promoting CI products
1/7/2025	Business Manager	\$260.00	001-1	Essential job duties