



**STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES**

January 27, 2025

Office of Financial Management
ExemptionRequest@ofm.wa.gov

To Whom It May Concern:

Attached is the reporting log for the Department of Social and Health Services describing all agency approved exemptions from the Governor's Freeze Directive 24-19 during the period from January 7, 2025 through January 22, 2025.

I have reviewed and approved each entry and each worksheet on the spreadsheet.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cheryl Strange".

Cheryl Strange
Acting Secretary

Attachment

Hiring Freeze Exception Report to OFM

Agency: Department of Social and Health Services
 Program: All
 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)	SAP Position Number (8 digits)	Position Title	Job Class Code	Job Class Title	Fund Source (e.g. GFS, Traspo,	Rationale for Approving Exception
1/10/2025		71108342	Chief Information Security Officer	B1798	EMS04	GFS	Offer was made prior to 12/02/24. Establishment of this position will result in delimiting of another position.
1/16/2025	1/16/2025	70120904	WMS Band 2 Media Relations Man: JE15-E		WMS	GFS	This specific position has media relations responsibilities for the agency's Behavioral Health Administration, which has some of the highest-profile facilities and clients in DSHS, including state-operated psychiatric hospitals for adults and youth, the Special Commitment Center for sexually violent predators, and other competency restoration facilities.
1/16/2025	1/16/2025	70123575	Deputy Chief of Staff	B1520	EMS05	GFS	This hire fills a vacancy for Deputy Chief of Staff. The position is necessary for the performance of essential agency duties. The Chief of staff decreased from two Deputy positions to a single Deputy position.
1/16/2025	1/16/2025	71097036	Special Assistant to the Secretary	B1520	EMS05	GFS	Acting position until May 2025 to oversee Trueblood Settlement.
12/17/2024	1/16/2025	71098160	IT Data Management- Sr/Spec	484DM	IT Data MGT SR/Spec	GFS	Recruitment process was prior to 12/02/24 Inter-office agreement with the Office of Equity to Transfer funds.
12/17/2024	1/16/2025	70121015	It Architecture-Sr/Spec	484A	IT Arch SR/Spec	GFS	Recruitment process was prior to 12/02/24 Inter-office agreement w/Office of Equity to Transfer funds.

Contracts Freeze Exception Report to OFM

Agency: Department of Social and Health Services
 Program: All
 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, Transpo, etc.)	Rationale for Approving Exception	DSHS Contract # or RFx#
1/9/2025	Consumer Direct Care Network of Washington	Connecting an existing caregiver provider search functionality (Carina) to WA Cares Fund so beneficiaries can use the tool to find in-home caregivers by 2026.	1/31/2025-6/30/2025	\$50,000	Operating - Long-term Services and Support Trust Acct 567	Consumer Direct Care Washington and WA Cares Fund staff must begin work coordinating with the client and caregiver referral registry entity, Carina, per RCW 74.39A.250, to clients and their employees, who are in-home caregivers.	1936-75834-19
1/9/2025	Liberum LLC	Contracted project management for the implementation of the WA Cares Fund (WCF) training system. Contractor will assess training needs, evaluate and development training plans, establish training project schedules, and address gaps that will impact our ability to begin providing benefits July 1, 2026, as required by legislative mandate.	1/2/2025-8/1/2025	\$224,000	Operating - Long-term Services and Support Trust Acct 567	WA Cares Fund is legislatively mandated to provide long-term care benefits in 2026. To achieve this, the program will hire, onboard, and train over 300 new direct service and eligibility staff, provide training materials to contracted partners to determine eligibility, and register 15,000 WA Cares Fund providers who will require WA Cares Fund training. This contractor will provide project management support to establish training plans for the program.	2236-45050-02
1/16/2025	Consumer Direct Care Network of Washington	Consumer Direct Washington will implement the WA Cares Fund program into their business and operations model. Through this amendment the contractor will: <ul style="list-style-type: none"> • conduct a gap analysis • perform project planning • review and adapt policies and procedures • analyze IT needs • hire staff for the implementation work. 	9/1/2024-6/30/2025	\$500,000	Operating - Long-term Services and Support Trust Acct 567	Consumer Direct Washington is identified in WA Cares statute, RCW 50B.04.070, as a provider of personal care services for beneficiaries of the WA Cares program. Contractor must begin work now to be adequately prepared to serve WA Cares beneficiaries upon launch in July of 2026.	1936-75834-18
1/21/2025	Insight Public Sector, Inc.	Replace Behavioral Health Administration's current policy management software system (Policy Tech) with a more cost-effective, user friendly, software system that will not impact Wide Area Network or other systems.	1/15/2025-1/15/2028	\$193,533.63	Operating - General Fund State	A policy system that supports the needs of leadership and staff within the 24/7 facilities and programs is mission critical. This contract will result in savings compared with renewing the current agreement. The current agreement for Policy Tech ends in April and the annual renewal is estimated at approximately \$68,000 for 4,900 users. This request is a three-year agreement for 5,499 users, with year one due in Fiscal Year 2025, resulting in a savings of approximately \$11,000.	TBD
1/16/2025	Eight Eleven Group, LLC	Integrated Eligibility and Enrollment Technical Program Manager Full-Time resource.	2/4/2025-2/3/2026	\$420,160	Operating - General Fund State	Having a resource in this role is critical to the ongoing functionality of the Integrated Eligibility and Enrollment (IE&E) Platform on which all of IE&E relies. The Document Upload initiative or IE&E must be completed by June 2025. This role is utilized by nearly all of the IE&E programs and the IE&E leadership team. This role assists with managing and setting direction for both state and contract staff for the IE&E Platform and Document Upload.	2527-59663
1/16/2025	Washington Initiative For Supported Employment	This contract provides specialty training, technical assistance and resources to providers that support clients with developmental and intellectual disabilities to work and participate in their communities in Washington state.	7/1/2025-6/30/2030	\$8,074,700	Operating - General Fund State	Contract is needed for ongoing operations for the Developmental Disabilities Administration (DDA). This contract supports DDA's training requirements for qualified employment and community inclusion providers and continuing education credits. Service providers must meet minimum qualification requirements.	TBD
1/21/2025	Multiple	Fee for service contracts establishing the procedures and requirements for each Financial Institution to provide the state and federally mandated Financial Institution Data Match (FIDM) program to the Division of Child Support (DCS).	3/1/2025-5/31/2030	\$26,000	Operating - General Fund State; Federal Funding	This Financial Institution Data Match (FIDM) program is state and federally mandated by 42 USC 666(a)(17), 42 USC 669A and RCW 74.20A.370. Pursuant to 42 USC 666(a)(17)(B) and RCW 74.20A.370(3), the Division of Child Support may pay a reasonable fee to a financial institution for conducting the data match, not to exceed the actual costs incurred.	Multiple
1/21/2025	Secure Alliance PS LLC	Respirator Fit Testing for Western State Hospital staff.	12/1/2024-12/31-2024	\$40,000	Operating - General Fund State	N95 mask Fit Testing was a necessary service for Western State Hospital's operations. This approval will allow for the final invoice for services to be paid.	2336-46081-02
1/21/2025	Spokane County Library District	Provide library materials to patients on competency restoration wards.	2/1/2025-1/31/2030	\$1,000	Operating - General Fund State	Patients on competency restoration wards are unable to access library material in the community or at the onsite library operated by the Secretary of State's office. This contract will allow these patients to access library materials through the Spokane County Library District's Mobile Unit. Having access to these types of materials is beneficial for all patients and their mental wellbeing.	TBD

1/7/2025 WellSky Corporation

The purpose of this purchase order is to procure WellSky Advance Disaster Recovery which is integrated into WellSky's Electronic Medical Record (EMR) system.

1/15/2025-6/30/2025

\$23,520 Operating - General Fund State

In the event of a natural disaster, this service would allow us to restore the system within hours rather than weeks. Patient information including drug orders, treatment orders and plans of care are all stored within the system. The department is at risk if we do not have a disaster recovery plan in place for the system and the data contained within it.

2226-42757

Travel Freeze Exception Report to OFM

Agency: Department of Social and Health Services

Program: All

Agency Director signature:

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Date Approved	Position Title	Total Cost	Fund Source (e.g. GFS, Traspo, etc.)	Rationale for Approving Exception
1/8/2025	Anni Smith FFA/DFFR	\$1,712	FNS Grant	No State Funds Required
1/9/2025	Rosalyn Alber AL TSA/HCS	\$2,203	Lifespan Respite Grant	No State Funds Required
1/9/2025	Rosalyn Alber AL TSA/HCS	\$3,314	Family First Preservation Services Act Grant	No State Funds Required
1/9/2025	Dana Allard-Webb AL TSA/HCS	\$2,203	Lifespan Respite Grant	No State Funds Required
1/9/2025	Miriam Mina AL TSA/RCS	\$2,502	CMS	No State Funds Required
1/10/2025	Marcy Jordan ESA/CSD	\$1,378	MEF Associates	No State Funds Required
1/10/2025	Charice Pidcock ESA/CSD	\$1,407.80	MEF Associates	No State Funds Required
1/10/2025	Gary Fryer ESA/CSD	\$1,446	MEF Associates	No State Funds Required
1/13/2025	Felicia Talbott ESA/CSD	\$1,530.32	FNS Grant	No State Funds Required
1/13/2025	Bessie Williams ESA/CSD	\$1,752.49	FNS Grant	No State Funds Required
1/13/2025	Kellyn Westra ESA/CSD	\$1,527.64	FNS Grant	No State Funds Required
1/22/2025	Ben Veghte AL TSA/OAS	\$1,934.24	LTSS Trust Fund - WA Cares	No State Funds Required