



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

February 24, 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 exceptions from the Governor's Freeze Directive 24-19 for the period from February 6, 2025 through February 19, 2025.

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

Sincerely,

Cheryl E. Strange, Acting Secretary

Attachment

Hiring Freeze Exception Report to OFM

Agency: Department of Social and Health Services
 Program: All
 Agency Director signature: see cover memo

(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, etc.)	Rationale for Approving Exception
1/24/2025	2/16/2025	70120708	Assistant Secretary - Economic Serv B2040	EMS05		GFS	This position is the executive leader for the Economic Services Administration and is necessary for the ongoing performance of essential agency duties.

Contracts Freeze Exception Report to OFM

Agency: Department of Social and Health Services

Program: All

Agency Director signature: see cover memo

(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#
2/5/2025	TransUnion Risk and Alternative Data Solutions, Inc.	This contract provides the DSHS Division of Child Support with continued access to a robust, US-based, comprehensive investigative platform capable of providing a complete personal profile including information necessary to confirm individuals identity, current and former address information, phone numbers, business records and information on assets, property and employment.	4/1/2025-3/31/2026	\$239,775	Operating - General Fund State; Federal Funding.	This platform is a vital tool that enables the Division of Child Support (DCS) to gain information about individuals that DCS does not have access to internally.	1923-51754-04
2/18/2025	The Holding Company Lab LLC	Provide a program booklet, Materials/planning for communications for new WA Cares Beneficiaries, and Aging & Disability Resource Centers (ADRC) Planning.	2/15/2025-6/30/2025	\$173,000	Operating - Long-term Services and Support Trust Acct 567	With go-live coming up in 2026, WA Cares needs to ensure that beneficiaries know about the WA Cares program, understand how it will benefit them, and understand how the program works.	2223-42146-04
2/18/2025	National Association for the Dually Diagnosed (NADD)	This amendment would add \$75,000 to the existing contract to provide program consultation and DSHS staff training leading to National Association for the Dually Diagnosed Accreditation for the Lake Burien Youth Transitional Care Facility and identified State Operated Community Residential programs. Accreditation will expand the administration's capacity across Washington in all settings to support those with intellectual/development disabilities and mental health needs.	2/15/2025-6/30/2025	\$75,000	Operating - General Fund State; Federal Funding.	This consultation, training, education, and accreditation will assist with meeting standards for future federal funding for Lake Burien Youth Transitional Care Facility.	2436-58621-01
2/18/2025	The Evergreen State College, Washington State Institute for Public Policy	Produce the full criminal history file for Washingtonians. This data plays an important role in DSHS's Trueblood work, and in any other research context where criminal history matters.	7/1/2025-6/30/2027	\$45,600	Operating - General Fund State	Maintaining the database is a complex task that is not possible or cost efficient for individual agencies to maintain.	2291-42175-01
2/18/2025	KB & Associates, LLC	The purpose of the contract is to support DSHS in meeting a budget proviso: 2024 session Engrossed Substitute Senate Bill (ESSB) 5950, Section 204 (30)(a) to develop a plan for implementing an enhanced behavioral support specialty contract.	10/2/23-6/30/2025	\$11,577	Operating - General Fund State; Federal Funding.	Adding additional funds to cover a final invoice for work that was approved but not budgeted for in the FY25 budget proviso.	2436-54911-01

Goods and Equipment Freeze Exception Report to OFM

Agency: Department of Social and Health Services

Program: All

Agency Director signature: see cover memo

(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, Trasp, etc.)	Rationale for Approving Exception
2/10/2025	Wellsky Electronic Medical Records (EMR) Software - Computrition Interface Project. DSHS is requesting licensing and professional services to install and configure a Pending Order Module to the existing Computrition system for Nutrition and Food Services for Behavior Health Administration (BHA) facilities.	\$ 17,720.70	General State Fund	In June 2024, the Behavioral Health Administration (BHA) IT division initiated the Wellsky-Computrition interface project to support Nutrition & Food Services operations at Western State Hospital (WSH), Eastern State Hospital (ESH), and Olympic Heritage Behavioral Health (OHBH), in order to transition therapeutic diet orders from manual to automated processes. Manual processes are not reliable for capturing critical patient information such as food allergies and food/medication interactions, causing potential negative impacts to patient safety. The addition of the Computrition module will enable the completion of this project, improving both efficiency and patient safety.
2/10/2025	Special Commitment Center Community Office furniture for reconfiguration and modernization related to the 6-year OFM Facilities Plan.	\$ 105,223.01	State Agency Office Relocation Pool Account (22A-6) - NOT General State Fund	This purchase is necessary for implementation of the OFM 6-year Facilities Plan to reconfigure services and modernize business operations for the Special Commitment Center's (SCC) Community office located in the city of Steilacoom. This helps ensure adequate capacity for SCC staff working in the location.
2/10/2025	SCC Community Office installation of an enterprise building access system (EBAS) for reconfiguration and modernization related to the 6-year OFM Facilities Plan.	\$ 40,934.65	State Agency Office Relocation Pool Account (22A-6) NOT General State Fund	This purchase is necessary for implementation of the OFM 6-year Facilities Plan for the Special Commitment Center's (SCC) Community office located in the city of Steilacoom. Installation of the Enterprise Building Access System (EBAS) is an essential part of reconfiguration.

Date Approved	Description of Goods or Equipment	Total Cost	Fund Source (e.g. GFS, Trasp, etc.)	Rationale for Approving Exception
2/10/2025	HealthStreams Staff scheduling software.	\$ 967,850.00	General State Fund	Software as a service (SaaS) solution, to upgrade existing software is needed for Behavioral Health Administration Facilities (Eastern State Hospital, Western State Hospital, and the Child Study and Treatment Center) to comply with Senate Bill 5236 for staff scheduling software and also to remain compliant with Centers for Medicare and Medicaid Services (CMS) and The Joint Commission (TJC) certification requirements. Currently, our hospitals do not have the capability to develop, track, or audit staffing plans. Without a staff scheduling system, the hospitals are at continued risk from inefficient staffing assignments, lack of communication about staffing needs, and unsafe staffing levels, as well as poor quality of care, decreased employee and patient satisfaction, adverse patient medical events, and the potential loss of CMS/TJC certification.
2/10/2025	Furniture Panels for Office Building Two (OB2) Office Space Consolidation	\$ 124,664.92	State Agency Office Relocation Pool Account (22A-6) NOT General State Fund	This systems furniture purchase is part of the Leased Facilities One-Time project to prepare Office Building Two (OB2) for the DSHS Aging and Long Term Support Administration (AL TSA) to relocate. This project was funded in FY25 Supplemental budget. By consolidating programs in OB2, DSHS will be able to reduce lease obligations by 110,000 square feet. These newly remodeled spaces will not have systems furniture and staff will not have work spaces without this purchase. The project will not be able to move forward and ultimately, AL TSA will not be able to move into OB2.
2/6/2025	OB2-SL East Data Room Consolidation and Reconfiguration project to bring Aging and Long-Term Support Administration (AL TSA) headquarters into DSHS headquarters at Office Building Two.	\$ 99,817.00	General State Fund	The OB2 Reconfiguration project was fully funded in the Supplemental budget for program 110. By consolidating programs in Office Building Two (OB2), DSHS will be able to reduce existing lease obligations by 110,000 square feet. If this work is not completed, the project will not be able to move forward and ultimately, AL TSA will not be able to move into OB2.

Travel Freeze Exception Report to OFM

Agency: Department of Social and Health Services

Program: All

Agency Director signature: see cover memo

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Date Approved	Position Title	Total Cost	Fund Source (e.g. GFS, Traspo, etc.)	Rationale for Approving Exception
2/6/2025	David Shannon, Office of Emergency Management	\$659	Federal Grant: State's Emergency Repatriation Plan	No State Funds Required
2/6/2025	Matt Simons, Office of Emergency Management	\$659.00	Federal Grant: State's Emergency Repatriation Plan	No State Funds Required
2/10/2025	Ray Miller, Division of Vocational Rehabilitation	\$2,163	WASILC, Washington State Independent Living Council, federal funds	No State Funds Required
2/10/2025	Rebecca Rodriguez, Division of Vocational Rehabilitation	\$2,538.32	WASILC, Washington State Independent Living Council, federal funds	No State Funds Required
2/18/2025	Benjamin Veghte, Aging and Long Term Support Administration	\$1,858	WA Cares funding	No GF-State Funds Required
2/19/2025	Les Scamfer, Community Services Division, Economic Services Administration	\$1,385	Food Nutrition Services State Exchange Program Funds	No State Funds Required
2/19/2025	Amy Chambers, Division of Child Support, Economic Services Administration	\$199.00	Federal and State	Only \$67.66 will be charged to state funds, no overnight lodging to be included; allows new DCS Claims Officer to attend required Government to Government training.