

Director's Meeting Agenda
State Human Resources
Office of Financial Management

Revised

Meeting Date: November 14, 2019
Meeting Time: 8:30 a.m.
Location: State Human Resources
Office of Financial Management
128 10th Avenue SW
5th floor, RAAD Building
Olympia, Washington 98501
Limited Parking
Important Note(s): The Exempt, Classification, Compensation, and Rules items on the following pages have been submitted to staff for study and presentation to the State Human Resources Director at the next quarterly scheduled meeting.

Section A: Previous Minutes Approval

Meeting Minutes – August 8, 2019

Section B: Exempt Compensation

Item 1	B1913 Regional Administrator, Home and Community Services – DSHS	B1-B2
Item 2	B3912 Director, DeafBlind Project - SFB	B3-B4
Item 3	B5940 Data Systems Support Specialist - PSP	B5-B6
Item 4	B5941 Communications Specialist - PSP	B7-B8
Item 5	B7952 Assistant Director, Regulatory Services	B9-B10
Item 6	B9534 Senior Geospatial Program Manager – CTS.....	B11-B12
Item 7	B9535 Statewide IT Portfolio Manager– CTS.....	B13-B14

Section C: Classification

Item 8	363I Chaplain	C1
Item 9	480F IT Data Processor 1	C2
Item 10	480N IT Computer Operator 1	C3

Section D: Compensation

Item 11	Proposed V-Range Salary Schedule for SFB Revised	D1-D2
Item 12	University of Washington one (1) percent salary grid	D3
Item 13	UW special pay request for the Electroneurodiagnostic Technician series	D4-D5
Item 14	Group A Emergency	D6-D7

Section E: Rule Amendments

No rules this period.

Website Information

This publication and other State Human Resources Director's meeting related information is available at <http://hr.ofm.wa.gov/meetings/directors-meetings>.

Proposal Package Submittals

All proposal packages should be routed to your assigned classification analyst. Classification and compensation email address classandcomp@ofm.wa.gov.

Meeting Coordinator

For question and concerns, contact the Meeting Coordinator at classandcomp@ofm.wa.gov.

Individuals with Disabilities

If you are a person with a disability and require accommodation for attendance, contact the Meeting Coordinator no later than the first Thursday of the month.

Alternate Publication Formats

This publication will be made available in alternate formats upon request.

What is a Revision?

When changes occur to an exhibit after the original Director's meeting agenda has been posted to the State HR website, a *revised exhibit* is created which reflects the most up-to-date information proposed for adoption. The revised exhibit appears in a separate Revised Agenda that will be available on the day of the meeting.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 1	
Requester (Agency/HE Institution) Department of Social and Health Services	Analyst Angie Strozyk
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input checked="" type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input checked="" type="checkbox"/> Minor Scope Change <input checked="" type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title B1913 Regional Administrator, Home and Community Services – DSHS	Current EMS Band/Rate EMS Band III (\$70,176 - \$125,100)
Proposed Code/Title B1913 Regional Administrator, ALTSA – DSHS	Proposed EMS Band/Rate N/A
Current RCW Exemption (indicate number and description) 41.06.070 (3) Governor’s Pool “... involving directing and controlling program operations of an agency or a major administrative division thereof ...”	Proposed RCW Exemption (indicate number and description) 41.06.076 - DSHS enabling statute “. . . the provisions of this chapter shall not apply . . . six regional directors. . .”
Effective Date 11/15/2019	

Scope

~~Manages and directs Home and Community Services activities within a region of the Department of Social and Health Services including the development of regional goals and objectives, corrective action plans, fiscal controls, and the development, monitoring and control of extensive contracts to provide client services. Responsibilities include administering all aspects of long term care services and the financial application process to determine Medicaid eligibility in region. Directs the development of a managed care approach which requires creativity and innovation in administration in order to provide services in a new way.~~

The Regional Administrator, Home Community Services and Regional Administrator, Adult Protective Services report to the Deputy Director, HCS and Director, APS respectively. Positions within this exempt class have overall responsibility for the budget, development, management and implementation of region-wide policies and procedures. Positions in this exempt class have decision-making authority for regional programs and services including, but not limited to: adult protective services, investigations of vulnerable adults, abandonment, abuse, neglect, financial exploitation, self-neglect and medical program eligibility for benefits and resources. Responsible for managing and directing regional activities and provides effective leadership in change management planning and support, and leads strategic planning and fiscal accountability efforts.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

The Department of Social and Health services is requesting three (3) additional positions, minor scope change and title revision. This request is the result of a reorganization within the Aging and Long-Term Support Administration. With the tremendous growth in the number of individuals served, it was necessary for AL TSA to remove the Adult Protective Services scope of work from HCS division and establish the APS division within AL TSA. This reorganization will ensure the agency has resources available to better deal with the increasing size and scope of their service delivery system and ensure they are able to meet their business needs.

Due to the separation of APS from HCS this exempt class no longer meets the exemption criteria of chapter 41.06.070(3) RCW, however the DSHS enabling statute, chapter 41.06.076 RCW, allows for up to six (6) regional directors, which is more appropriate for this exempt class due to the organizational change.

State HR reviewed and rated the updated position description and scored the exempt class at C3Y-848, which is the same as the agency JVAC and meets the EMS Band III level.

OFM Budget has reviewed the agency's Fiscal Impact Statement and verified the agency can absorb all costs associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Management	Date of Exempt Position Description on File 3/13/2019
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 3
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 6

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 2	
Requester (Agency/HE Institution) Washington State School for the Blind	Analyst Mindy Portschy
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B3912 Director, DeafBlind Project - SFB	Proposed EMS Band/Rate EMS Band III (\$70,176 - \$125,100)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.070 (1)(v): "...In each agency with fifty or more employees:...division directors... who report directly to the agency head..."
Effective Date 11/15/2019	

Scope

Reporting directly to the Superintendent, this exempt class is responsible for developing long and short range plans, programs and policies for the purpose of delivering services in conformance with Washington State School for the Blind objectives, Office of Superintendent of Public Instruction deliverables and Office of Special Education Programs Federal DeafBlind Project requirements. In addition, the position assigned to this class provides leadership, development and coordination of a statewide system of training and technical assistance in support of children with a combination of deafness and blindness.

This exempt class is responsible for supervising assigned staff and developing and managing the program budget and grant activities (e.g. subcontracts with local education agencies and other agencies, additional grants) for the purpose of meeting objectives and/or ensuring compliance with OSPI and OSEP.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

The Washington State School for the Blind is requesting the establishment of an exempt class titled Director, DeafBlind Project – SFB, to increase local capacity to meet the identified needs of families, service providers and Local Education Agencies in support of children who are deaf and blind. This is a grant funded position.

State HR staff has reviewed the position description and evaluated the work with a score of C3W-748, which is the same as the agency score and is within EMS Band III. A Fiscal Impact Statement has been reviewed and approved by OFM Budget for this action.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Management	Date of Exempt Position Description on File 10/4/2019
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 3	
Requester (Agency/HE Institution) Puget Sound Partnership	Analyst Cindy Wulff
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B5940 Data Systems Support Specialist - PSP	Proposed EMS Band/Rate EMS Band I (\$45,840-\$93,516)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.098 ...this chapter shall not apply...to all professional staff.
Effective Date 11/15/2019	

Scope

Reporting to the Adaptive Systems Manager, this exempt class is responsible for the administrative management and oversight of the agency's cloud-based and desktop information management and database applications. This exempt class serves as primary support to agency staff and external partners in their use of these applications. Responsible for providing advice on best practices for application use and data management, ensuring the development and implementation of data standards and security, and delivering online and in-person training.

Explanation

The Puget Sound Partnership is requesting the establishment of an exempt class, Data Systems Support Specialist, as a result of the 2019-21 Governor's budget and legislative approved funding. This exempt class provides enhanced support for newly improved information management systems used to improve access to high quality, consistent, and timely data needed for decisions about Puget Sound recovery priorities.

State Human Resources reviewed the position description and scored this exempt class at A1W-422, which is the same as the agency JVAC and meets the EMS Band I level. A fiscal impact statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Consultant	Date of Exempt Position Description on File 07/02/19
EEOC Code 42 Professionals	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 4	
Requester (Agency/HE Institution) Puget Sound Partnership	Analyst Tricia Mackin
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B5941 Communications Specialist - PSP	Proposed EMS Band/Rate EMS Band I (\$45,840 - \$93,516)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.098 "...this chapter shall not apply...to all professional staff."
Effective Date 11/15/2019	

Scope

Reporting to the Communications Lead, this exempt class provides agency-wide communication support and project management. They are responsible for managing all interactions with the news media and public, advises executive team regarding public reaction to proposed programs and policies as well as implementing a variety of communication projects aligned with the agency's communications strategies and plans. This exempt class maintains the agency's brand, publication standards and develops, implements and measures effective internal communications and social media plans.

Explanation

The Puget Sound Partnership is requesting the establishment of an exempt class, Communications Specialist. This exempt class will work with the Communications Lead and Visual Communications Lead to develop, manage and implement agency-wide strategic communications plans. PSP has a classified Communications Consultant 3 position and the employee in the position has resigned. PSP is in need of increasing the duties of the position in order to meet its communication goals and strategic plans. The type of tasks the position will be completing are considered professional level and require PSP to establish an exempt class.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State Human Resources and the agency scored this exempt class at A1W-422, which meets the EMS Band I level. A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type N/A	Date of Exempt Position Description on File 7/1/2019
EEOC Code 42 Professionals	Current Number of Approved Position(s) 0
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 5	
Requester (Agency/HE Institution) Liquor and Cannabis Board	Analyst Tricia Mackin
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input checked="" type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input checked="" type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title B7952 Assistant Director, Regulatory Services	Current EMS Band/Rate EMS Band IV (\$84,120 - \$144,948)
Proposed Code/Title B7952 Licensing Division Director - LCB	Proposed EMS Band/Rate N/A
Current RCW Exemption (indicate number and description) RCW 41.06.070(3) Governor’s Pool “involving substantial responsibility for the formulation of basic agency or executive policy...”	Proposed RCW Exemption (indicate number and description) RCW 41.06.070(1) (v) “In each agency with fifty or more employees: division directors...”
Effective Date 11/15/2019	

Scope

~~Reports to the Liquor Control Board. Manages and directs the Licensing Service programs, and the regulation and enforcement of liquor laws pertaining to manufacture, importing, and wholesaling of alcohol and spirituous liquor statewide. Mediates related grievances; recommends changes to legislation and administrative law. Represents the Board to the Department of Licensing (BLS) and other state agencies as well as professional organizations nationwide. Serves as a member of the Board’s Executive Management Team participating in strategic planning and promotion of workforce diversity.~~

The Licensing Division Director reports to the Liquor and Cannabis Board Director and is responsible for all programs related to licensing and the regulation of Cannabis and Alcohol. This includes issuing liquor and marijuana licenses and permits to qualified retail and non-retail businesses and regulating the production, distribution and sales of liquor and marijuana products in accordance with state laws and regulations. This exempt class represents the agency with external partners in the public and private sectors, including state agencies, members of the legislature, licensee business associations and representatives of the liquor and cannabis industries. This exempt class serves as a member of the Board’s executive management team and is responsible for directing operational priorities and facilitating long-term strategic planning of the division to include oversight of service delivery, procurement, contracts, vendor management and division budget.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

This action is housekeeping in nature as a result of the EMS Pilot Audit Project with the Liquor and Cannabis Board. State Human Resources is requesting an exemption change, a minor scope change and a title change to this exempt class due to restructuring of agency programs and services. This exempt class manages the Licensing and Regulations Division and is responsible for promoting public safety and trust by consistent and fair administration of liquor, tobacco and marijuana laws.

State HR scored this exempt class at D4X-976, which meets the EMS Band IV level. There is no cost associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Management	Date of Exempt Position Description on File 8/12/2019
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 6	
Requester (Agency/Institution) Consolidated Technology Services	Analyst Tina Cooley
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B9534 Senior Geospatial Program Manager – CTS	Proposed EMS Band/Rate EMS Band III (\$70,176-\$125,100)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.094 “...the provisions of this chapter shall not apply in the consolidated technology services agency to up to twelve...senior professionals.”
Effective Date 11/15/2019	

Scope

Reporting to the Deputy Director, the Senior Geospatial Program Manager is responsible for managing and leading the statewide Geospatial Program, which includes the assessment and analysis of enterprise statewide geospatial data, software and infrastructure. This exempt class is also responsible for overseeing the preparation, leadership and implementation of the strategic direction of the Washington Geographic Information Council and Geographic Information Technology teams. This exempt class is responsible for managing and leading over 100 agency leader's through evaluation activities to determine the efficiency, value, condition and capacity of the State's geospatial portfolio.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

Consolidated Technology Services is requesting the establishment of an exempt Senior Geospatial Program Manager class. This is due to the legislature passing Engrossed Second Substitute Senate Bill 5315, relating to the alignment of the Consolidated Technology Services. This bill transferred the Office of the Chief Information Officer from the Office of Financial Management to Consolidated Technology Services on July 1, 2015.

Staff reviewed the position description and evaluated it with a JVAC score of C3Y-848, which meets the EMS Band III level. OFM Budget has reviewed their fiscal impact statement and verified there is no impact associated with this request; the agency can absorb all costs.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Management	Date of Exempt Position Description on File 3/21/2019
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 7	
Requester (Agency/Institution) Consolidated Technology Services	Analyst Tina Cooley
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B9535 Statewide IT Portfolio Manager– CTS	Proposed EMS Band/Rate EMS Band III (\$70,176-\$125,100)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.094 "...the provisions of this chapter shall not apply in the consolidated technology services agency to up to twelve...senior professionals."
Effective Date 11/15/2019	

Scope

Reporting to the Deputy Director, the Statewide IT Portfolio Manager is responsible for overseeing and providing strategic direction for the IT Portfolio Management and Technology Business Management programs for the State of Washington. These programs allow state government to manage and communicate the cost, quality, and value of information technology that supports the missions of individual agencies. This exempt class manages the statewide IT portfolio, provides leadership, guidance and consultation to state agency leaders and is directly responsible for the management and analysis of annual IT expenditures. The exempt class is responsible for identifying and implementing opportunities for savings and efficiencies in IT expenditures, and recommending policies regarding the monitoring, maintaining and assembling of statewide financial information and reports used by state and legislative leaders to make decisions about IT expenditures.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

Consolidated Technology Services is requesting the establishment of an exempt Statewide IT Portfolio Manager class. This is due to the legislature passing Engrossed Second Substitute Senate Bill 5315, relating to the alignment of the Consolidated Technology Services. This bill transferred the Office of the Chief Information Officer from the Office of Financial Management to Consolidated Technology Services on July 1, 2015.

Staff reviewed the position description and evaluated it with a JVAC score of C4Y-888, which meets the EMS Band III level. OFM Budget has reviewed their fiscal impact statement and verified there is no impact associated with this request; the agency can absorb all costs.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Management	Date of Exempt Position Description on File 3/21/2019
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section C: Classification

Item 8	
Requester (Agency/HE Institution) Office of Financial Management	Analyst Cindy Wulff
Actions <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision, check all that apply: <input checked="" type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input checked="" type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 363I Chaplain	Current Salary Range/Rate 51 (\$47,568 – \$64,008)
Proposed Class Code/Title 363I Religious Coordinator	Proposed Salary Range/Rate N/A
Effective Date 11/15/2019	

Definition

Conducts worship, pastoral and administrative services at a state institution or agency and provides spiritual and moral guidance for residents within the institution or agency.

Distinguishing Characteristics

~~Positions in this class are distinguished from the Religious Program Specialist class by providing religious and spiritual programs, services and ceremonies/celebrations for multiple faith groups.~~

Explanation

The changes to the Chaplain job classification are to comply with House Bill 1485, which requires all state employed Chaplains to be renamed to Religious Coordinators. This change went into effect July 28, 2019.

This title change impacts three different agencies (Department of Veterans Affairs, Department of Corrections, and Department of Social & Health Services). All other classifications associated with or similar to this classification have been abolished therefore the distinguishing characteristics are no longer necessary.

There is no fiscal impact associated with this revision.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type Consultant	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 42 Professionals	Number of Position(s) Affected 22

Section C: Classification

Item 9	
Requester (Agency/HE Institution) Office of Financial Management	Analyst Barb Ursini
Actions <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision, check all that apply: <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 480F IT Data Processor 1	Current Salary Range/Rate 28
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A
Effective Date 11/15/2019	

Explanation

This item is a correction of error.

As a result of the 2019 - 2021 collective bargaining negotiations, abolished exhibit item 180, IT Data Processor 1 (class code 480F), appeared on the June 13, 2019 Special Director's Meeting agenda and was adopted with an effective date of July 1, 2019. The duties and responsibilities of this class were incorporated into the IT Support Technician series, therefore the IT Data Processor 1 classification was no longer needed.

The IT Data Processor 1 base salary adjustment exhibit item 206 A5, appeared on the June 13, 2019 Special Director's meeting agenda in error concurrently with exhibit item 180. This job class did not receive a base salary increase as a result of the 2019 - 2021 collective bargaining negotiations. Item 180 supersedes item 206 A5 and was officially adopted as abolished with an effective date of July 1, 2019.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code N/A	Number of Position(s) Affected 0

Section C: Classification

Item 10	
Requester (Agency/HE Institution) Office of Financial Management	Analyst Barb Ursini
Actions <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision, check all that apply: <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 480N IT Computer Operator 1	Current Salary Range/Rate 31
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A
Effective Date 11/15/2019	

Explanation

This item is a correction of error.

As a result of the 2019 - 2021 collective bargaining negotiations, abolishment exhibit item 185, IT Computer Operator 1 (class code 480N), was adopted at the June 13, 2019 Special Director's Meeting and effective July 1, 2019. The duties and responsibilities of this job class were incorporated into the IT Support Technician series, therefore the IT Computer Operator 1 classification was no longer needed.

The IT Computer Operator 1 base salary adjustment exhibit item 206 X4, appeared on the June 13, 2019 Special Director's meeting agenda in error concurrently with exhibit item 185. This job class did not receive a base salary increase as a result of the 2019 - 2021 collective bargaining negotiations. Item 185 supersedes item 206 X4 and was officially adopted as abolished with an effective date of July 1, 2019.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code N/A	Number of Position(s) Affected 0

Section D: Compensation

Item 11

Revised

PROPOSED V-RANGE SALARY SCHEDULE

The 2019-2020 Certificated Teaching Salary rate adjustment on the following page is proposed for adoption. The effective date of the salary schedule was September 1, 2019.

By statute RCW 72.40.028 Washington State Center for Childhood Deafness and Hearing Loss and the School for the Blind are required to set their salaries according to "...Salaries of all certificated employees shall be based on the statewide average salary set forth in [RCW 28A.150.410](#), adjusted by the regionalization factor that applies to the school district in which the program or facility is located."

Please contact Mindy Portschy at 360-407-4178 or Mindy.Portschy@ofm.wa.gov if you have any questions on this item.

Section D: Compensation

(Item 11 continued)

2019-2020 VSD #37 Certificated Teaching Salary Rates - 180 days

Effective September 1, 2019

Annual dollars are rounded to whole dollar.

RANGE	YEARS																	
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
BA + 0 (annual)	\$ 45,260	\$ 45,869	\$ 46,450	\$ 47,049	\$ 47,635	\$ 48,241	\$ 48,864	\$ 49,958	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560	\$ 51,560
Monthly (12 mo/yr)	\$3,771.67	\$3,822.42	\$3,870.83	\$3,920.75	\$3,969.58	\$4,020.08	\$4,072.00	\$4,163.17	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67	\$4,296.67
Daily (180 days/yr)	\$251.44	\$254.83	\$258.06	\$261.38	\$264.64	\$268.01	\$271.47	\$277.54	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44	\$286.44
Hourly (1440 hrs/yr)	\$31.43	\$31.85	\$32.26	\$32.67	\$33.08	\$33.50	\$33.93	\$34.69	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81	\$35.81
BA + 15 (annual)	\$ 46,483	\$ 47,109	\$ 47,701	\$ 48,311	\$ 48,954	\$ 49,566	\$ 50,160	\$ 51,273	\$ 52,947	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681	\$ 54,681
Monthly (12 mo/yr)	\$3,873.58	\$3,925.75	\$3,975.08	\$4,025.92	\$4,079.50	\$4,130.50	\$4,180.00	\$4,272.75	\$4,412.25	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75	\$4,556.75
Daily (180 days/yr)	\$258.24	\$261.72	\$265.01	\$268.39	\$271.97	\$275.37	\$278.67	\$284.85	\$294.15	\$303.78	\$303.78	\$303.78	\$303.78	\$303.78	\$303.78	\$303.78	\$303.78	\$303.78
Hourly (1440 hrs/yr)	\$32.28	\$32.71	\$33.13	\$33.55	\$34.00	\$34.42	\$34.83	\$35.61	\$36.77	\$37.97	\$37.97	\$37.97	\$37.97	\$37.97	\$37.97	\$37.97	\$37.97	\$37.97
BA + 30 (annual)	\$ 47,749	\$ 48,392	\$ 48,998	\$ 49,622	\$ 50,272	\$ 50,897	\$ 51,537	\$ 52,669	\$ 54,375	\$ 56,180	\$ 58,005	\$ 58,005	\$ 58,005	\$ 58,005	\$ 58,005	\$ 58,005	\$ 58,005	\$ 58,005
Monthly (12 mo/yr)	\$3,979.08	\$4,032.67	\$4,083.17	\$4,135.17	\$4,189.33	\$4,241.42	\$4,294.75	\$4,389.08	\$4,531.25	\$4,681.67	\$4,833.75	\$4,833.75	\$4,833.75	\$4,833.75	\$4,833.75	\$4,833.75	\$4,833.75	\$4,833.75
Daily (180 days/yr)	\$265.27	\$268.84	\$272.21	\$275.68	\$279.29	\$282.76	\$286.32	\$292.61	\$302.08	\$312.11	\$322.25	\$322.25	\$322.25	\$322.25	\$322.25	\$322.25	\$322.25	\$322.25
Hourly (1440 hrs/yr)	\$33.16	\$33.61	\$34.03	\$34.46	\$34.91	\$35.35	\$35.79	\$36.58	\$37.76	\$39.01	\$40.28	\$40.28	\$40.28	\$40.28	\$40.28	\$40.28	\$40.28	\$40.28
BA + 45 (annual)	\$ 49,019	\$ 49,717	\$ 50,425	\$ 51,095	\$ 51,796	\$ 52,506	\$ 53,225	\$ 54,449	\$ 56,303	\$ 58,177	\$ 60,147	\$ 62,175	\$ 64,138	\$ 64,138	\$ 64,138	\$ 64,138	\$ 64,138	\$ 64,138
Monthly (12 mo/yr)	\$4,084.92	\$4,143.08	\$4,202.08	\$4,257.92	\$4,316.33	\$4,375.50	\$4,435.42	\$4,537.42	\$4,691.92	\$4,848.08	\$5,012.25	\$5,181.25	\$5,344.83	\$5,344.83	\$5,344.83	\$5,344.83	\$5,344.83	\$5,344.83
Daily (180 days/yr)	\$272.33	\$276.21	\$280.14	\$283.86	\$287.76	\$291.70	\$295.69	\$302.49	\$312.79	\$323.21	\$334.15	\$345.42	\$356.32	\$356.32	\$356.32	\$356.32	\$356.32	\$356.32
Hourly (1440 hrs/yr)	\$34.04	\$34.53	\$35.02	\$35.48	\$35.97	\$36.46	\$36.96	\$37.81	\$39.10	\$40.40	\$41.77	\$43.18	\$44.54	\$44.54	\$44.54	\$44.54	\$44.54	\$44.54
BA + 90 MA + 0 (annual)	\$ 54,263	\$ 54,867	\$ 55,474	\$ 56,050	\$ 56,653	\$ 57,266	\$ 57,895	\$ 59,072	\$ 60,926	\$ 62,797	\$ 64,770	\$ 66,797	\$ 68,904	\$ 71,086	\$ 73,332	\$ 75,238	\$ 76,743	\$ 76,743
Monthly (12 mo/yr)	\$4,521.92	\$4,572.25	\$4,622.83	\$4,670.83	\$4,721.08	\$4,772.17	\$4,824.58	\$4,922.67	\$5,077.17	\$5,233.08	\$5,397.50	\$5,566.42	\$5,742.00	\$5,923.83	\$6,111.00	\$6,269.83	\$6,395.25	\$6,395.25
Daily (180 days/yr)	\$301.46	\$304.82	\$308.19	\$311.39	\$314.74	\$318.14	\$321.64	\$328.18	\$338.48	\$348.87	\$359.83	\$371.09	\$382.80	\$394.92	\$407.40	\$417.99	\$426.35	\$426.35
Hourly (1440 hrs/yr)	\$37.68	\$38.10	\$38.52	\$38.92	\$39.34	\$39.77	\$40.20	\$41.02	\$42.31	\$43.61	\$44.98	\$46.39	\$47.85	\$49.37	\$50.93	\$52.25	\$53.29	\$53.29
MA + 45* (annual)	\$ 58,337	\$ 58,983	\$ 59,577	\$ 60,142	\$ 60,773	\$ 61,372	\$ 61,980	\$ 63,217	\$ 65,128	\$ 67,100	\$ 69,127	\$ 71,250	\$ 73,429	\$ 75,662	\$ 78,052	\$ 80,081	\$ 81,683	\$ 81,683
Monthly (12 mo/yr)	\$4,861.42	\$4,915.25	\$4,964.75	\$5,011.83	\$5,064.42	\$5,114.33	\$5,165.00	\$5,268.08	\$5,427.33	\$5,591.67	\$5,760.58	\$5,937.50	\$6,119.08	\$6,305.17	\$6,504.33	\$6,673.42	\$6,806.92	\$6,806.92
Daily (180 days/yr)	\$324.09	\$327.68	\$330.98	\$334.12	\$337.63	\$340.96	\$344.33	\$351.21	\$361.82	\$372.78	\$384.04	\$395.83	\$407.94	\$420.34	\$433.62	\$444.89	\$453.79	\$453.79
Hourly (1440 hrs/yr)	\$40.51	\$40.96	\$41.37	\$41.77	\$42.20	\$42.62	\$43.04	\$43.90	\$45.23	\$46.60	\$48.00	\$49.48	\$50.99	\$52.54	\$54.20	\$55.61	\$56.72	\$56.72
MA + 90 (annual)	\$ 60,962	\$ 61,590	\$ 62,214	\$ 62,844	\$ 63,494	\$ 64,147	\$ 64,768	\$ 66,084	\$ 68,098	\$ 70,172	\$ 72,301	\$ 74,487	\$ 76,765	\$ 79,096	\$ 81,516	\$ 83,636	\$ 85,308	\$ 85,308
Monthly (12 mo/yr)	\$5,080.17	\$5,132.50	\$5,184.50	\$5,237.00	\$5,291.17	\$5,345.58	\$5,397.33	\$5,507.00	\$5,674.83	\$5,847.67	\$6,025.08	\$6,207.25	\$6,397.08	\$6,591.33	\$6,793.00	\$6,969.67	\$7,109.00	\$7,109.00
Daily (180 days/yr)	\$338.68	\$342.17	\$345.63	\$349.13	\$352.74	\$356.37	\$359.82	\$367.13	\$378.32	\$389.84	\$401.67	\$413.82	\$426.47	\$439.42	\$452.87	\$464.64	\$473.93	\$473.93
Hourly (1440 hrs/yr)	\$42.33	\$42.77	\$43.20	\$43.64	\$44.09	\$44.55	\$44.98	\$45.89	\$47.29	\$48.73	\$50.21	\$51.73	\$53.31	\$54.93	\$56.61	\$58.08	\$59.24	\$59.24

*MA + 45 pay line: Employees on BA+135 prior to September 4, 2018 will be grandfathered at MA+45. Employees hired after September 4, 2018 with BA+135 will be placed at BA+90.

Substitute Teachers: \$142.80 daily (4 or more hours per day)
\$87.21 half day (less than 4 hours per day)

Section D: Compensation

Item 12

University of Washington
Health Care Special Pay Request
Proposal for Classified, Non-Represented Classes

The following special pay 1% salary grid is a proposal from the University of Washington to reflect the approved 2% adjustment effective effective July 1, 2019.

7/1/2019 1% Grid (As calculated by the UW Compensation Office) Rounded to nearest whole dollar

STEP																									
AA1	BB1	CC1	DD1	EE1	FF1	GG1	HH1	II1	JJ1	KK1	LL1	MM1	NN1	OO1	PP1	QQ1	RR1	SS1	TT1	UU1	VV1	WW1	XX1	YY1	ZZ1
1691	1711	1728	1743	1757	1778	1795	1815	1832	1850	1869	1888	1905	1925	1945	1965	1982	2004	2023	2043	2068	2084	2105	2127	2147	2169
A1	B1	C1	D1	E1	F1	G1	H1	I1	J1	K1	L1	M1	N1	O1	P1	Q1	R1	S1	T1	U1	V1	W1	X1	Y1	Z1
2192	2214	2236	2258	2279	2304	2326	2349	2376	2395	2423	2444	2469	2495	2518	2544	2568	2596	2620	2648	2672	2701	2727	2755	2782	2810
A2	B2	C2	D2	E2	F2	G2	H2	I2	J2	K2	L2	M2	N2	O2	P2	Q2	R2	S2	T2	U2	V2	W2	X2	Y2	Z2
2838	2868	2897	2924	2954	2984	3015	3045	3074	3105	3134	3169	3198	3232	3261	3295	3329	3362	3397	3430	3465	3498	3534	3569	3605	3640
A3	B3	C3	D3	E3	F3	G3	H3	I3	J3	K3	L3	M3	N3	O3	P3	Q3	R3	S3	T3	U3	V3	W3	X3	Y3	Z3
3676	3713	3750	3787	3825	3863	3903	3941	3981	4021	4062	4101	4145	4183	4226	4269	4311	4353	4398	4444	4488	4532	4578	4624	4670	4715
A4	B4	C4	D4	E4	F4	G4	H4	I4	J4	K4	L4	M4	N4	O4	P4	Q4	R4	S4	T4	U4	V4	W4	X4	Y4	Z4
4765	4812	4858	4908	4957	5007	5056	5105	5157	5210	5261	5314	5369	5420	5476	5530	5588	5641	5699	5755	5815	5870	5930	5989	6051	6113
A5	B5	C5	D5	E5	F5	G5	H5	I5	J5	K5	L5	M5	N5	O5	P5	Q5	R5	S5	T5	U5	V5	W5	X5	Y5	Z5
6172	6235	6296	6358	6423	6487	6549	6615	6681	6748	6816	6883	6953	7023	7092	7163	7235	7307	7382	7455	7529	7604	7682	7757	7836	7912
A6	B6	C6	D6	E6	F6	G6	H6	I6	J6	K6	L6	M6	N6	O6	P6	Q6	R6	S6	T6	U6	V6	W6	X6	Y6	Z6
7994	8071	8153	8237	8319	8400	8486	8571	8656	8742	8828	8919	9008	9096	9189	9279	9373	9468	9560	9657	9754	9851	9949	10049	10149	10250
A7	B7	C7	D7	E7	F7	G7	H7	I7	J7	K7	L7	M7	N7	O7	P7	Q7	R7	S7	T7	U7	V7	W7	X7	Y7	Z7
10352	10457	10561	10666	10773	10880	10989	11099	11211	11323	11437	11550	11667	11783	11901	12020	12139	12261	12383	12508	12633	12758	12889	13018	13147	13277
A8	B8	C8	D8	E8	F8	G8	H8	I8	J8	K8	L8	M8	N8	O8	P8	Q8	R8	S8	T8	U8	V8	W8	X8	Y8	Z8
13411	13544	13680	13817	13956	14095	14236	14378	14522	14668	14814	14961	15112	15262	15415	15569	15725	15881	16041	16201	16364	16527	16693	16861	17029	17200

If you have questions or comments please contact Mindy Portschy at Mindy.Portschy@ofm.wa.gov or (360) 407-4178.

Effective July 1, 2019

Prepared by UW Human Resources Compensation

Section D: Compensation

**Higher Education
Special Pay Request
Exhibit**

Item 13	
Requester (Higher Education Institution) University of Washington	Analyst Shelby Sheldon
Actions <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision	Effective Date 11/16/2019

WAC 357-28-025

The director may adopt special pay salary ranges for positions based upon pay practices found in private industry or other governmental units. This includes special pay salary ranges and/or compensation practices for higher education institutions and related higher education boards as authorized in RCW 41.06.133. The classes or positions assigned special pay ranges and the associated special salary schedule must be specified in the compensation plan.

Class Title(s)	Class Code(s)	Current Salary Range or Special Pay Range	Proposed Special Pay Range	Proposed Special Pay Increase
Electroneurodiagnostic Technologist 1	297J	Q3-L4	S3-C5	2.0%
Electroneurodiagnostic Technologist 2	297K	A4-V4	C4-M5	2.0%
Electroneurodiagnostic Technologist 3	297L	H4-C5	J4-T5	2.0%
Electroneurodiagnostic Technologist Supervisor	297M	V4-Q5	X4-H6	2.0%

Category (select all that apply):

- Unique Skills/Duties Recruitment/Retention Effective Operations
 Salary Compression/Inversion

Explanation

The University of Washington is requesting a special pay increase for the Electroneurodiagnostic Technologist 1 through 3 as well as the Electroneurodiagnostic Technologist Supervisor. The basis for this request is effective operations and has been substantiated by data from the Milliman 2019 Health Care Salary Survey. The data is from January 1, 2019 and has been aged to November 1, 2019 at an annual rate of three (3) percent.

Section D: Compensation

This special pay request increases each job class by approximately two (2) percent, but would not exceed the market average. The approximate two (2) percent increase will better align UW to the market, which will aid in the efforts to recruit and retain highly skilled and critical positions.

UW has certified the funding does not include tuition dollars and they have identified local funds to support these health care special pay salary increases. UW is requesting an effective date of November 16, 2019.

<i>Internal Use Only</i>
Director's Meeting Date 11/14/2019

Section D: Compensation

Emergency

Item 14	
Requester (Agency/HE Institution) Office of Financial Management	Analyst Barb Ursini
Actions <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision, check all that apply: <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title N/A	Current Salary Range/Rate N/A
Proposed Class Code/Title Correction of error	Proposed Salary Range/Rate N/A
Effective Date 11/15/2019	

Group A Assignment Pay Effective July 1, 2019

WAC 357-28-175 - Assignment pay is a premium added to base salary to recognize specialized skills, assigned duties, and/or unique circumstances that exceed the ordinary. Assignment pay is intended to be used only as long as skills, duties, or circumstances it is based on are in effect.

Class Title	Class Code	Premium	Reference Number
Bridge Maintenance Specialist 3	597I <u>597K</u>	See Reference*	5, 22
Bridge Maintenance Specialist Lead	597H <u>597N</u>	See Reference*	5, 21, 22
Fish & Wildlife Biologist 1	523L <u>523Y</u>	Fifteen percent (15%)	41
Fish & Wildlife Biologist 2	523M <u>523Z</u>	Fifteen percent (15%)	41
Highway Maintenance Worker 2	596Q <u>596R</u>	See Reference*	5, 16, 22, 36
LCB Enforcement Officer 4	390G <u>390I</u>	\$10.00/hour	37A
Natural Resource Police Officer	427G <u>387R</u>	Ten percent (10%)	7
Rest Area Attendant Transportation	596G <u>595G</u>	See Reference*	36, 52

*Refer to specific [reference](#) for details and compensation.

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Explanation

This item is a correction of error and housekeeping.

As a result of the 2019 - 2021 Collective Bargaining Negotiations and Budget Process, "Group A" Assignment Pay (AP) was adopted at the June 13, 2019 Special Director's Meeting and effective July 1, 2019. Inadvertently, some class codes appeared in error, and the "Rest Area Attendant Transportation" is now abolished effective July 1, 2019 and should be removed from the "Group A" Assignment Pay listing. Staff has corrected inaccuracies and proposes adoption effective November 15, 2019.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 11/14/2019	
Management Type N/A	Workforce Indicator N/A
EEOC Code N/A	Number of Position(s) Affected N/A

Section E: Rule Amendments

No rules items this period.