

Director's Meeting Minutes

State Human Resources, Office of Financial Management

February 9, 2023

Opening

The State Human Resources Director's meeting was called to order at 8:30 a.m. on Thursday, February 9, 2023. The session was via conference call. The results of this meeting are summarized below. All items were adopted as printed on the Director's meeting agenda unless otherwise noted below.

Present

Staff:

- Michaela Doelman, State Chief Human Resources Officer, State HR
- Mindy Portschy, Classification and Compensation Specialist, State HR

Logistics and Information

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Introduction

Michaela Doelman, State Chief Human Resources Officer: The Thursday, February 9, 2023, State Human Resources Director's meeting, came to order at 8:30 a.m. Michaela Doelman, State Chief Human Resources Officer, Office of Financial Management, chaired the meeting. Michaela stated she would take action on all the items presented.

Section A: Previous Minutes Approval

Mindy Portschy, Classification and Compensation Specialist, State HR: The first item of business was the adoption of the November 10, 2022 and September 27, 2022 Director's meeting minutes. Staff recommended final adoption of the minutes as printed, with an effective date of February 10, 2023.

Michaela Doelman, State Chief Human Resources Officer: Hearing no comments, the November 10, 2022 and September 27, 2022 Director's meeting minutes were adopted as presented, with an effective date of February 10, 2023.

Section B: Exempt Compensation

Mindy Portschy, Classification and Compensation Specialist, State HR: In section C of the revised agenda, were items 1 through 23. Item 1 and item 17 were revised with minor housekeeping changes only, and item 2 was an emergency item. Staff recommended adoption as presented, with an effective date of February 10, 2023.

- Item 1 B1589 Director, WA Cares Fund/ALISA – DSHS [Revised](#)
- Item 2 B1594 Director, Health Services Division, DDA – DSHS [Emergency](#)
- Item 3 B2100 Assistant Secretary, Behavioral Health Administration – DSHS
- Item 4 B2213 Deputy Assist. Sec., Aging & Long-Term Support Admin – DSHS
- Item 5 B2562 Deputy Director of Divisions and Program Alignment – COM
- Item 6 B2660 Assistant Director, Community Services and Housing Division – COM
- Item 7 B3121 Assistant Director, Administrative Law – UTC
- Item 8 B3520 Deputy Director – PARKS
- Item 9 B3522 Stewardship Director, Stewardship Division – PARKS
- Item 10 B4469 Director of Equity, Diversity and Inclusion – ESD
- Item 11 B5230 Assistant Director, Taxpayer Account Administration
- Item 12 B5720, Deputy Director, Commerce
- Item 13 B5949 Strategic Funding Manager – PSP
- Item 14 B5950 Puget Sound Acquisition and Restoration Program Manager – PSP
- Item 15 B6309 Deputy Director, Human Resources – DOC
- Item 16 B7026 Assistant Secretary of Transformation – DCYF
- Item 17 B7523 Chief of Staff – CTS [Revised](#)

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- Item 18 B7524 State Chief Technology Officer – CTS
- Item 19 B8241 Deputy Secretary, Office of Policy, Planning and Evaluation – DOH
- Item 20 B8243 Deputy Secretary, Office of Prevention, Safety and Health – DOH
- Item 21 B8244 Deputy Secretary, Office of Resiliency and Health Security – DOH
- Item 22 B8333 Chief, Center for Facilities, Risk and Adjudication – DOH
- Item 23 B9537 Enterprise Application Development Expert – CTS

Michaela Doelman, State Chief Human Resources Officer: Hearing no comments, items 1 through 23 were adopted as presented, with an effective date of February 10, 2023.

Section C: Classification

Mindy Portschy, Classification and Compensation Specialist, State HR: In section C of the revised agenda, were items 24 through 29. Staff recommended adoption as presented, with an effective date of February 10, 2023.

- Item 24 390F LCB Enforcement Officer 1
- Item 25 390G LCB Enforcement Officer 2
- Item 26 390H LCB Enforcement Officer 3
- Item 27 390I LCB Enforcement Officer 4
- Item 28 458M Licensing Specialist
- Item 29 458O Licensing Specialist Supervisor

Michaela Doelman, State Chief Human Resources Officer: Hearing no comments, items 24 through 29 were adopted as presented, with an effective date of February 10, 2023.

Section D: Compensation

Mindy Portschy, Classification and Compensation Specialist, State HR: In section D of the revised agenda, emergency compensation item 30 was the University of Washington Special Pay for multiple non-represented job classifications (109 job classes). Staff recommended adoption as presented, with an effective date of February 16, 2023.

- Item 30 University of Washington Special Pay, Multiple Job Classifications [Emergency](#)

Michaela Doelman, State Chief Human Resources Officer: Hearing no comments, item 30 was adopted as presented, with an effective date of February 16, 2023.

Section E: Rule Amendments

Mindy Portschy, Classification and Compensation Specialist, State HR: There were no rule amendments for this meeting.

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Adjournment

Mindy Portschy, Classification and Compensation Specialist, State HR: There were no other items for consideration, and the business was concluded.

The next regularly scheduled meeting was announced for Thursday, May 11, 2023 beginning at 8:30 a.m. and would be via Zoom with a dial-in option. The Zoom and telephone dial-in information would be included in the posted agenda.

Minutes Approved By

Michaela Doelman, State Chief Human Resources Officer
State Human Resources
Office of Financial Management

Date