

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

May 11, 2023

Opening

The State Human Resources Director's meeting was called to order at 8:30 a.m. on Thursday, May 11, 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:

- Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division
- Mindy Portschy, Classification and Compensation Specialist, State Human Resources

Logistics and Information

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Introduction

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: The Thursday, May 11, 2023, State Human Resources Director's meeting, came to order at 8:30 a.m. Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division, Office of Financial Management, chaired the meeting on behalf of Michaela Doelman, Chief Human Resources Officer, State Human Resources. Mia 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 February 9, 2023 Director's meeting minutes. Staff recommended final adoption of the minutes as printed, with an effective date of May 12, 2023.

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, the February 9, 2023 Director's meeting minutes was adopted as presented, with an effective date of May 12, 2023.

Section B: Exempt Compensation

Mindy Portschy, Classification and Compensation Specialist, State HR: In section C of the agenda, were items 1 through 12. Item 4 was an emergency item at the February 9, 2023 Director's meeting and returns for permanent adoption. Staff recommended adoption as presented, with an effective date of May 12, 2023.

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| Item 1 | B0940 Exec. Dir., Brd. of Registration for Profess. Engin. & Land Surveyors |
| Item 2 | B1456 Special Assistant, Medicaid Technology Services – HCA |
| Item 3 | B1512 Special Assistant for Systems and Monitoring – HCA |
| Item 4 | B1594 Director, Health Services Div., DDA – DSHS Permanent Adoption |
| Item 5 | B1628 Dir., Integrated Eligib. & Enrollment, Techn. Innov. Admin. – DSHS |
| Item 6 | B2040 Assistant Secretary, Economic Services Administration – DSHS |
| Item 7 | B2171 Assist. Sec., Aging and Long Term Support Administration - DSHS |
| Item 8 | B2643 Chief Human Resource Officer - COM |
| Item 9 | B5751 Deputy Director Organizational Health |
| Item 10 | B5951 Local Integrating Organization Program Coordinator – PSP |
| Item 11 | B5952 Vital Signs Lead – PSP |
| Item 12 | B6298 Assistant Sec., Budget, Strategy and Info. Techn. Admin. - DOC |

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, items 1 through 12 were adopted as presented, with an effective date of May 12, 2023.

Section C: Classification

Mindy Portschy, Classification and Compensation Specialist, State HR: In section C of the agenda, were items 13 through 16. Staff recommended adoption as presented, with an effective date of May 12, 2023.

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| Item 13 | 306Z Exercise Physiologist |
| Item 14 | 322A Perfusionist |
| Item 15 | 322B Perfusionist Lead |
| Item 16 | 322C Perfusionist Supervisor |

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Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, items 13 through 16 were adopted as presented, with an effective date of May 12, 2023.

Section D: Compensation

Mindy Portschy, Classification and Compensation Specialist, State HR: In section D of the agenda, item 17, 17a, and 17b were the University of Washington's pay items. Item 17a was Certification premium pay for multiple job classifications, and item 17b was University of Washington's standby pay increases for 43 job classifications. State HR staff recommended adoption as presented, with an effective date of June 1, 2023.

- Item 17 UW Special Pay
 - 17a) Certification Premium Pay for multiple job classifications
 - 17b) Standby Pay Increase for 43 Job Classes

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, items 17, 17a, and 17b were adopted as presented, with an effective date of June 1, 2023.

Mindy Portschy, Classification and Compensation Specialist, State HR: In section D of the agenda, item 18 was a University of Washington Special Pay request for multiple non-represented job classifications (109 job classes) which was adopted on an emergency basis at the February 9, 2023 Director's meeting, and returns for permanent adoption. Staff recommended adoption as presented, with an effective date of February 16, 2023.

- Item 18 UW Special Pay, Multiple Job Classif.; 109 classes [Permanent Adoption](#)

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, item 18 was adopted as presented, with an effective date of February 16, 2023.

Mindy Portschy, Classification and Compensation Specialist, State HR: In section D of the agenda, item 19 was a University of Washington special pay item for the Perfusionist, Perfusionist Lead, and Perfusionist Supervisor. Staff recommended adoption as presented, with an effective date of June 1, 2023.

- Item 19 UW Special Pay
 - 322A Perfusionist,
 - 322B Perfusionist Lead,
 - 322C Perfusionist Supervisor.

Mia Navarro, Deputy Chief Cultural Officer, State Human Resources Division: Hearing no comments, item 19 was adopted as presented, with an effective date of June 1, 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, June 22, 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, Chief Human Resources Officer, State Human Resources
State Human Resources
Office of Financial Management

Date