

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

February 8, 2024

Opening

The State Human Resources Director's meeting was called to order at 8:30 a.m. on Thursday, February 8, 2024. The session was via the ZOOM platform with a call-in option. 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, Chief Human Resources Officer, State Human Resources, Office of Financial Management
- Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources

Logistics and Information

This publication and related materials are available on the Internet at the following web address:

<http://hr.ofm.wa.gov/meetings/directors-meetings>

Comments and suggestions regarding the meeting process, related publications, and requests for alternate formats are welcomed and may be forwarded to:

Logistics Coordinator
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Introduction

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Michaela Doelman, Chief Human Resources Officer, State Human Resources, Office of Financial Management, chaired the meeting.

The meeting was open to the public and held using a Zoom platform and was recorded. Those participating in the meeting agreed to any image selected to share and anything voiced or submitted, would be posted indefinitely on one of the Office of Financial Management's publicly available sites. Those not wishing to be recorded were instructed to use the chat feature in Zoom. Action was taken on all items presented

Section A: Previous Minutes Approval

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: The first item of business was the adoption of the November 14, 2023, Director's meeting minutes. Staff recommended final adoption of the minutes as presented, with an effective date of February 9, 2024.

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, the November 14, 2023, Director's meeting minutes were adopted as presented, with an effective date of February 9, 2024.

Section B: Exempt Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: Exempt compensation items 1 through 5 were presented for adoption. Staff recommended adoption as presented, with an effective date of February 9, 2024.

- Item 1 B1595 Director, Systems Integration and Children's Continuum of Care, DDA - DSHS
- Item 2 B1607 Director, Innovations and Transitional Care Management, DDA – DSHS
- Item 3 B3667 Director of Administration – DFI
- Item 4 B3668 Chief Information Officer - DFI
- Item 5 B5947 Fiscal Analyst – PSP

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, items 1 through 5 were adopted as presented, with an effective date of February 9, 2024.

Section C: Classification

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: There were no classification items for this meeting.

Section D: Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: Found in section D of the agenda, item 6 was a University of Washington shift premium pay request for the Religious Coordinator, Pharmacist 4, and Food Service Supervisor. State HR staff proposed adoption as presented with an effective date of February 9, 2024.

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- Item 6 University of Washington Shift Premium Pay
- 363I Religious Coordinator
 - 295H Pharmacist 4
 - 675I Food Service Supervisor

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 6 was adopted as presented, with an effective date of February 9, 2024.

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: Presented for adoption is item 7 from the Public Employment Relations Commission for the Labor Relations Adjudicator/Mediator 1-4 salary adjustment. State HR staff proposed adoption as presented with an effective date of February 9, 2024.

- Item 7 Public Employment Relations Commission (PERC) Salary Adjustment
- 422E Labor Relations Adjudicator/Mediator 1
 - 422F Labor Relations Adjudicator/Mediator 2
 - 422G Labor Relations Adjudicator/Mediator 3
 - 422H Labor Relations Adjudicator/Mediator 4

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 7 was adopted as presented, with an effective date of February 9, 2024.

Section E: Rule Amendments

Mindy Portschy, Senior Classification and Compensation Specialist, State HR: There were rule amendment items for this meeting.

Adjournment

Mindy Portschy, Senior 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 Wednesday, May 8, 2024 beginning at 9:00 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
Office of Financial Management

Date