

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

May 8, 2024

Opening

The State Human Resources Director's meeting was called to order at 9:00 a.m. on Wednesday, May 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, Office of Financial Management

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:

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Requests for historic Director's meeting publications and recordings, may be directed to (360) 974-9218 or <mailto:classandcomp@ofm.wa.gov>.

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

May 8, 2024

Page 2 of 4

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 Human Resources: The first item of business was the adoption of the February 8, 2024, Director's meeting minutes. Staff recommended final adoption of the minutes as presented, with an effective date of May 9, 2024.

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, the February 8, 2024, Director's meeting minutes were adopted as presented, with an effective date of May 9, 2024.

Section B: Exempt Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Exempt compensation items 1 through 15, revised items 3 and 5, and emergency items 14 and 15 were presented for adoption. Staff recommended adoption as presented, with an effective date of May 9, 2024.

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| Item 1 | B1667 Senior Director, Economic Justice, OOS - DSHS |
| Item 2 | B2005 Office Chief, Employee Relations, OOS – DSHS |
| Item 3 | B2214 Executive Administrator, WCF/AL TSA – DSHS Revised |
| Item 4 | B2215 Deputy Director, Operations, WCF/AL TSA - DSHS |
| Item 5 | B2216 Deputy Director SOCR, DDA - DSHS Revised |
| Item 6 | B7027 Director of Operations, Safety, and Security – DCYF |
| Item 7 | B7028 Deputy Assistant Secretary, Juvenile Rehabilitation – DCYF |
| Item 8 | B7029 Deputy Assistant Secretary, Child Welfare – DCYF |
| Item 9 | B7030 Director of Child Welfare Programs and Practice - DCYF |
| Item 10 | B7031 Director, Child Welfare Workforce Support – DCYF |
| Item 11 | B7032 Director, Strategic Initiatives, Culture, and Training - DCYF |
| Item 12 | B8245 Deputy Secretary, Chief of Strategic Partnerships - DOH |
| Item 13 | B8381 Chief of Global and One Health – DOH |
| Item 14 | B1954 Executive Medical Officer, DDA – DSHS Emergency |
| Item 15 | B2331 Executive Officer, DDA – DSHS Emergency |

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, items 1 through 15 were adopted as presented with an effective date of May 9, 2024.

Section C: Classification

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

May 8, 2024

Page 3 of 4

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Exempt compensation items 16 and 17 were presented for consideration of adoption. Staff recommended adoption, with an effective date of May 9, 2024

- Item 16 143M Fiscal Analyst 5
- Item 17 307A Child Life Specialist

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, items 16 and 17 were adopted as presented, with an effective date of May 9, 2024.

Section D: Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Found in section D of the revised agenda, item 18 was a University of Washington special pay request for the Child Life Specialist. State Human Resources staff proposed adoption as presented, with an effective date of May 16, 2024.

- Item 18 University of Washington Special Pay for the Child Life Specialist

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 18 was adopted as presented, with an effective date of May 16, 2024.

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Found in section D of the revised agenda, item 19 was a University of Washington special pay request for the Child Life Specialist. State Human Resources staff proposed adoption as presented, with an effective date of May 16, 2024.

- Item 19 University of Washington Special Pay for the Child Life Specialist Certification

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 19 was adopted as presented with an effective date of May 16, 2024.

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Found in section D of the revised agenda, item 20 was an Eastern Washington University special pay request for the Campus Police Lieutenant . State Human Resources staff proposed adoption as presented, with an effective date of July 1, 2024.

- Item 20 Central Washington University Special Pay for the Campus Police Lieutenant

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 20 was adopted as presented with an effective date of July 1, 2024.

Section E: Rule Amendments

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

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

May 8, 2024

Page 4 of 4

Adjournment

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

The next regularly scheduled meeting was announced for Thursday, August 8, 2024 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
Office of Financial Management

Date