

## Director's Meeting Agenda

State Human Resources  
Office of Financial Management

- Meeting Date: Thursday, May 11, 2023
- Meeting Time: 8:30 a.m.
- Hosted By: State Human Resources  
Office of Financial Management
- Special Notice: This meeting is available via ZOOM (web) with a call-in option. This event is open to the public and may be photographed, videotaped, webcasted, or otherwise recorded. By participating in this event, you are agreeing your image--and anything you say or submit--may be posted indefinitely on one of OFM's publicly available sites.
- Audio Conferencing Only: To join this public meeting, please click on the following link or use the call-in option below. We will have closed captioning available.
- Zoom [Meeting Launch](#) link.
  - Meeting ID: 881 7165 8224
  - Passcode: 850872
- Call-In Option: Call-in option:  
+1-253-215-8782 88171658224# \*850872# US (Tacoma)  
+1-346-248-7799 88171658224# \*850872# US (Houston)
- Dial by your location  
+1-253-215-8782 US (Tacoma)  
+1-346-248-7799 US (Houston)  
+1-669-444-9171 US  
+1-669-900-9128 US (San Jose)  
+1-719-359-4580 US  
+1-309-205-3325 US  
+1-312-626-6799 US (Chicago)  
+1-386-347-5053 US  
+1-564-217-2000 US  
+1-646-558-8656 US (New York)  
+1-646-931-3860 US  
+1-301-715-8592 US (Washington DC)
- Find your local number: <https://ofm-wa.gov.zoom.us/j/88171658224>
- Exhibits: 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 a quarterly scheduled public meeting.

**Section A: Previous Minutes Approval**

February 9, 2023

**Section B: Exempt Compensation**

Item 1	B0940 Exec. Dir., Brd. of Registration for Profess. Engin. & Land Surveyors .....	B1
Item 2	B1456 Special Assistant, Medicaid Technology Services – HCA .....	B2-B3
Item 3	B1512 Special Assistant for Systems and Monitoring – HCA.....	B4-B5
Item 4	B1594 Director, Health Services Div., DDA – DSHS <a href="#">Permanent Adoption</a> .....	B6-B7
Item 5	B1628 Dir., Integrated Eligib. & Enrollment, Techn. Innov. Admin. – DSHS....	B8-B9
Item 6	B2040 Assistant Secretary, Economic Services Administration – DSHS .....	B10-B11
Item 7	B2171 Assist. Sec., Aging and Long Term Support Administration - DSHS..	B12-B13
Item 8	B2643 Chief Human Resource Officer - COM .....	B14-B15
Item 9	B5751 Deputy Director Organizational Health .....	B16-B17
Item 10	B5951 Local Integrating Organization Program Coordinator – PSP .....	B18-B19
Item 11	B5952 Vital Signs Lead – PSP .....	B20-B21
Item 12	B6298 Assistant Sec., Budget, Strategy and Info. Techn. Admin. - DOC .....	B22-B23

**Section C: Classification**

Item 13	306Z Exercise Physiologist .....	C1
Item 14	322A Perfusionist.....	C2-C3
Item 15	322B Perfusionist Lead .....	C4-C5
Item 16	322C Perfusionist Supervisor .....	C6-C7

**Section D: Compensation**

Item 17	UW Special Pay	
	17a) Certification Premium Pay for multiple job classifications.....	D1-D2
	17b) Standby Pay Increase for 43 Job Classes.....	D3-D5
Item 18	UW Special Pay, Multiple Job Classif.; 109 classes <a href="#">Permanent Adoption</a> .....	D6-D7
Item 19	UW Special Pay for .....	D8-D9
	322A Perfusionist,	
	322B Perfusionist Lead,	
	322C Perfusionist Supervisor.	

**Section E: Rule Amendments – None.**

## 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	
<b>Agency</b> Department of Licensing	<b>Analyst</b> Julie Moultime
<b>Director's Meeting Action(s)</b> - select all that apply <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> B0940 Executive Director, Board of Registration for Professional Engineering and Land Surveyors	<b>Current EMS Band/Rate</b> EMS Band III (\$74,628 - \$133,044)
<b>Proposed Code/Title</b> N/A	<b>Proposed EMS Band/Rate</b> N/A
<b>Current RCW Exemption</b> number and description  RCW 43.24.016(2)(c)...“Appoint a deputy director and such assistant directors, special assistants, and administrators... These employees are exempt...”	<b>Proposed RCW Exemption</b> number and description  N/A

### Explanation

The Department of Licensing is requesting abolishment of exempt class B0940 Executive Director, Board of Registration for Professional Engineering and Land Surveyors. Substitute Senate Bill 5443 was passed during the 2019 legislative session removing the Board of Registration for Professional Engineering and Land Surveyors from the Department of Licensing and established a separate state agency for the Board of Registration for Professional Engineering and Land Surveyors with an effective date of July 28, 2019.

State HR supports the agency's request to abolish this exempt class. There is no fiscal impact with this action.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 6/21/2004
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> 1
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> N/A

## 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.

<b>Item 2</b>	
<b>Agency</b> Health Care Authority	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B1456 Special Assistant, Medicaid Technology Services – HCA	<b>Proposed EMS Band/Rate</b> EMS Band III (\$74,628 - \$133,044)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.05.021(1) State Health Care Authority: "The director may employ...special assistants as may be needed to administer the authority..."

### Scope

Reporting to the Assistant Director for Systems and Monitoring, the Special Assistant for Medicaid Technology Services manages the Office of Medicaid Services and is the agency's Medicaid payment system and data management expert. This exempt class performs tactical and strategic planning and implementation activities for Medicaid payment systems and data operations as well as agency-wide ProviderOne governance, Medicaid system enhancements, and the 5-year Medicaid Information Technology Architecture plan and roadmap. This exempt class provides executive leadership, overall direction, and strategic vision to the state and agency in Medicaid technology and payment/information systems use and operations, data use and strategies, and provides strategic guidance for the Medicaid enterprise governance across Washington Health and Human Services organizations. Functioning as a Deputy Chief Information Officer, this exempt class participates as a member of the agency executive leadership team and has delegated appointing authority in the absence of the Chief Information Officer.

## Section B: Exempt Compensation

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### Explanation

The Health Care Authority is requesting to establish a Special Assistant, Medicaid Technology Services. This request is a result of an internal agency review of positions currently established within the Washington Management Service classification system, to ensure appropriate internal and external alignment of existing functions and classifications. Based on their review, they have determined this position should be incorporated into the Exempt Management Service structure. Upon establishment of this EMS class, HCA will abolish the WMS position.

This exempt class is exempt from civil service in accordance with RCW 41.05.021(1) State Health Care Authority: *“The director may employ... special assistants as may be needed to administer the authority...”*. This exempt class functions as the Deputy CIO in providing executive leadership, overall direction, and strategic vision to the state and agency in Medicaid technology and strategic guidance for Medicaid enterprise governance across Washington Health and Human Services organizations.

State HR and the agency evaluated this exempt class at C3X – 768, which meets the EMS Band III level.

OFM Budget has reviewed their fiscal impact statement and verified the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director’s Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 2/14/2023
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

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<b>Item 3</b>	
<b>Agency</b> Health Care Authority	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> B1512 Special Assistant for Systems and Monitoring – HCA	<b>Current EMS Band/Rate</b> EMS Band III (\$74,628 - \$133,044)
<b>Proposed Code/Title</b> N/A	<b>Proposed EMS Band/Rate</b> N/A
<b>Current RCW Exemption</b> number and description RCW 41.05.021(1) "...may employ...special assistants as may be needed..."	<b>Proposed RCW Exemption</b> number and description N/A

### Explanation

The Health Care Authority is requesting abolishment of exempt class B1512 Special Assistant for Systems and Monitoring. This exempt class was vacated due to a retirement and the agency has determined due to the current executive organizational structure that this exempt class is no longer needed. The functions of this exempt class were distributed to multiple existing positions, including the Director of HCA, the Assistant Director of IT Innovation and Client Experience, and the Health and Human Services Coalition Governance Manager.

## 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.

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State Human Resources supports the agency's request to abolish this exempt class. There is no fiscal impact associated with this request.

<b>This information is entered into Human Resources Management System and CC Jobs.</b>	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 12/27/2004
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> 1
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> N/A

## 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.

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### Permanent Adoption

<b>Item 4</b>	
<b>Agency</b> Department of Social and Health Services	<b>Analyst</b> Shelby Sheldon
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B1594 Director, Health Services Division, DDA - DSHS	<b>Proposed EMS Band/Rate</b> EMS Band IV (\$89,460 - \$154,140)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description 41.06.070(3) Governor's Pool..."one involved directing and controlling program operations of an agency or major administrative division thereof..."

### Scope

The Director, Health Services Division of the Developmental Disabilities Administration reports to the Deputy Assistant Secretary of DDA and is responsible for compliance and oversight of health care services provided in all state-operated facilities statewide. The Director works closely with communities and local health partners to build strong health systems and prevention programs across the state to help ensure that state-operated facilities statewide have access to appropriate and quality health care and emergency medical services.



## Section B: Exempt Compensation

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The Director leads the development of strategic plans for Health Services at all DDA state-operated residential programs and uses specialized medical knowledge in making decisions to balance competing demands and ensure the delivery of quality health services at all DDA state-operated residential programs in compliance with DDA and DSHS objectives, legal requirements, and quality assurance standards.

### Explanation

DSHS is requesting to establish a Director, Health Services Division, DDA. This request is in response to the agency's needs of the administration brought on by reorganization, caseload growth, significant increase in budget and ongoing transformation of the system of care while DDA is implementing the expansion of its services at the direction of the Governor and Legislature.

This position is exempt from civil service in accordance with RCW 41.06.070(3) Governor's Pool "...one involving directing and controlling program operations of an agency or major administrative division thereof...".

State HR and the agency evaluated this exempt class at D4X-976, which meets the EMS Band IV level.

OFM Budget has reviewed their fiscal impact statement and verified the agency can absorb all costs associated with this request.

This exhibit item was adopted on an emergency basis at the February 9, 2023, Director's meeting, and now returns for final adoption at the May 11, 2023, Director's meeting.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 2/9/2023	<b>Effective Date</b> 2/10/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 10/31/2022
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148587 At-Will Governor's Pool	<b>Total Number of Approved Position(s)</b> 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.

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<b>Item 5</b>	
<b>Agency</b> Department of Social and Health Services	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B1628 Director, Integrated Eligibility and Enrollment, Technology Innovation Administration – DSHS	<b>Proposed EMS Band/Rate</b> EMS Band IV (\$89,460 - \$154,140)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.070 (3) Governor's Pool: "...senior expert in enterprise information technology infrastructure, engineering, or systems..."

### Scope

Reporting to the Assistant Secretary, Technology Innovation Administration, the Director of Integrated Eligibility and Enrollment has direct oversight and accountability for the strategic implementation of the IE&E Modernization Program. This exempt class makes critical judgements and decisions that ensure the development of the IE&E program and products align with the IE&E Strategic Roadmap as well as the vision and needs of the Health and Human Services Coalition staff, stakeholders, community partners, and the Washingtonians served by these coalition agencies statewide. The Director leads a team of experts in the business, agency readiness, technology, project management office, and serves as the state government operational expert responsible for all activities related to IE&E modernization and operational execution of the program roadmap and organizational change management.

## 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.

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### Explanation

The Department of Social and Health Services is requesting to establish a Director, Integrated Eligibility and Enrollment within DSHS' Technology Innovation Administration. This request is a result of the agency's responsibilities to the Health and Human Services Coalition IE&E Strategic Roadmap. This multi-year, multi-agency IT strategic roadmap project requires a senior, executive-level position to ensure that the project is delivered in a timely manner and in accordance with the IE&E project plans and that decisions being made align with DSHS IT strategies and overall mission.

This exempt class is exempt from civil service in accordance with RCW 41.06.070 (3) Governor's Pool as it is a "...senior expert in enterprise information technology infrastructure, engineering, or systems...". This exempt class will have direct oversight and accountability for the strategic implementation of the program, and is vital to the IE&E work and requires deep subject matter expertise on state and federal policy and business operations to make critical judgments and decisions that ensure the development of the IE&E program and products align with the IE&E Roadmap. This exempt class is tasked with alleviating client and technology issues by modernizing and integrating the eligibility and enrollment process for healthcare and social service programs through IE&E.

State HR and the agency evaluated this exempt class at D4X – 976, which meets the EMS Band IV level.

OFM Budget has reviewed their fiscal impact statement and verified the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 2/22/2023
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148587 At-Will Governor's Pool	<b>Total Number of Approved Position(s)</b> 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.

<b>Item 6</b>	
<b>Agency</b> Department of Social and Health Services	<b>Analyst</b> Barb Ursini
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input checked="" type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> B2040 Assistant Secretary, Economic Services Administration - DSHS	<b>Current EMS Band/Rate</b> EMS Band V (\$108,636 - \$176,532)
<b>Proposed Code/Title</b> N/A	<b>Proposed EMS Band/Rate</b> N/A
<b>Current RCW Exemption</b> number and description: RCW 41.06.070(1)(v): "In each agency with fifty or more employees:...assistant directors..."	<b>Proposed RCW Exemption</b> number and description: DSHS enabling statute RCW 41.06.076: "...six assistant secretaries..."

### Scope

~~Reporting to the Secretary, Department of Social and Health Services (DSHS), this position serves as the chief executive officer for the administration, with discretionary control and leadership responsibility for development/management of the following: the~~

The Assistant Secretary for the Economic Services Administration, reports directly to the Secretary for the Department of Social and Health Services and serves as the Department's executive level expert regarding all aspects of the following:

- public assistance,
- child support and disability determination programs,
- policy and practices.

The Assistant Secretary has discretionary control and leadership responsibility for the development and management of the following:

- administration's strategic direction;
- strategic planning, including administration goals and priorities;
- public policy;
- budget;
- service delivery;
- workforce development and mobilization to improve practice and management;

## Section B: Exempt Compensation

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- strategic partnerships and coalitions; and,
- performance management and program accountability.

The Assistant Secretary’s mission is to reduce poverty in a way that eliminates disparities. This exempt class co-leads the work in this arena, working in close partnership with the Senior Director of Poverty Reduction. This includes leading the Governor’s workgroup, serving as a member of the Legislative-Executive WorkFirst Poverty Reduction Oversight task force, and alignment and integration with a wide and varied array of other agencies and non-governmental organizations.

### Explanation

The Department of Social and Health Services, Economic Services Administration, submitted an updated position description for exempt class “B2040 Assistant Secretary, Economic Services Administration - DSHS,” and is requesting to change the exemption from “RCW 41.06.070 (1)(v) [“In each agency with fifty or more employees:...assistant directors...] *and revert back* to RCW 41.06.076 [DSHS enabling statute’ “...six assistant secretaries...”] to reflect the correct exemption serving as the Assistant Secretary reporting directly to the Secretary--thereby meeting the agency enabling statute criteria. The agency also requested a minor scope change to reflect the current work being performed.

Though there was no request to reband this exempt class, State HR staff performed a JVAC evaluation with a score of E5Z (1536), which continues to meet the current EMS Band V.

A Fiscal Impact Statement was not required as there are no cost impacts associated with this request.

State HR staff supports the agency’s request.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director’s Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 2/21/2022
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> 1
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

<b>Item 7</b>	
<b>Agency</b> Department of Social & Health Services	<b>Analyst</b> Angie Strozyk
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input checked="" type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input checked="" type="checkbox"/> Title Change	
<b>Current Code/Title</b> B2171 Assistant Secretary, Aging and Long Term Support Administration - DSHS	<b>Current EMS Band/Rate</b> EMS Band V (\$108,636 - \$176,532)
<b>Proposed Code/Title</b> B2171 Assistant Secretary, Aging and Long-Term Support Administration - DSHS	<b>Proposed EMS Band/Rate</b> N/A
<b>Current RCW Exemption</b> number and description RCW 41.06.070(3) Governor's Pool "...involving directing and controlling program operations of an agency..."	<b>Proposed RCW Exemption</b> number and description RCW 41.06.076 " the provisions of this chapter shall not apply in the department of social and health services...to not to exceed six assistant secretaries..."

### Scope

~~Reporting to Secretary, DSHS the positions is responsible for administering Washington State's system for providing in-home, community residential, nursing home, and institutional services to seniors, and to younger persons with physical, cognitive and/or developmental disabilities. Controls licensure, certification, and quality assurance related to facilities and programs providing services to seniors, younger persons with physical, cognitive and/or developmental disabilities and persons with behavioral health needs. Responsible for the protection of vulnerable adults and investigation of abuse and neglect reports. Conducts collective bargaining, in partnership with OFM, with SEIU 775 for long-term care workers and the WSRCC for adult family homes. Oversees the development and implementation of the provider payment system for long-term support and services providers.~~

~~The Assistant Secretary provides strategic and administrative leadership and representation for the administration. The position directs the responsibilities and operation of the Home and Community Services Division and the Residential Care Services Division.~~

## Section B: Exempt Compensation

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Reporting to the Secretary, the Assistant Secretary, Aging and Long-Term Support Administration - DSHS is responsible for many critical, highly consequential, diverse, and complex programs. This exempt class administers Washington State's system for providing in-home, community residential, nursing home, and institutional services to seniors, and to younger persons with physical, cognitive, persons with behavioral health needs, and/or developmental disabilities. Controls licensure, certification, quality assurance, and regulatory oversight related to these facilities and programs and is responsible for the protection of vulnerable adults and investigation of abuse and neglect reports. This exempt class is responsible for the administration of the division providing advocacy, education, communication access and service delivery for individuals who are deaf, deaf-blind, or hard-of-hearing and for the systems that support them by providing telecommunications, reasonable accommodations, and client services. Oversees the development and implementation of the provider payment system for long-term support and services providers.

### Explanation

This is a request from the Department of Social & Health Services to update the title, scope, and exemption for the Assistant Secretary, Aging and Long-Term Support Administration. The PD for this exempt class was last reviewed in May 2013 and resulted in the JVAC score of D5Z-1256 which falls within the EMS Band V. State HR staff reviewed the updated PD dated February 3, 2023 and agrees that this JVAC rating is still appropriate. The exemption for this exempt class should be updated from RCW 41.06.070(3) Governor's Pool to the agency's enabling statute RCW 41.06.076 as it is one of the agency's assistant secretaries. State HR staff supports this exemption change. There is no cost associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 2/3/2023
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> 1
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

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<b>Item 8</b>	
<b>Agency</b> Department of Commerce	<b>Analyst</b> Julie Moutine
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B2643 Chief Human Resource Officer - COM	<b>Proposed EMS Band/Rate</b> EMS Band III (\$74,628 - \$133,044)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.070(u) "Executive assistants for personnel administration and labor relations..."

### Scope

The Chief Human Resource Officer reports to the Deputy Director, Organizational Health and is a member of the agency's Executive Leadership Team and is a key advisor to the agency's Executive Operations Team. This exempt class is responsible for developing and leading human resource strategy and policies that support the agency and translates them into strategies that mitigate risk and leverages opportunities. This exempt class leads the human resource office in support of the enterprise-wide and strategic direction of the organization and is responsible for the following services: labor relations, employee training, learning and development, workforce planning, workforce analytics, employee policy development and management, classification and compensation, reasonable accommodation and leave management.



## 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.

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### Explanation

The Department of Commerce is requesting to establish a new exempt classification, Chief Human Resource Officer – COM. The agency states they have received a historic level of new funding to address the community’s needs and align service delivery, which will result in the agency going through a reorganization. The agency’s growth requires a more dedicated focus coming from each support area and a more strategic division of labor. The expansion of the agency’s footprint in communities, their new hybrid work environment and the expansion of technology all require more focused work streams to support the agency’s growing programs. The Chief Human Resource Officer will report to the Deputy Director, Organizational Health and is responsible for setting human resource policy for the agency, initiates strategic human resource goals and objectives for the organization and directs the human resource operations to achieve agency goals and statewide uniformity of workforce management.

Based upon the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.070(u) “Executive assistants for personnel administration and labor relations...”

State Human Resources supports the agency’s request to establish an exempt class, Chief Human Resource Officer – COM at the EMS Band III level. SHR staff reviewed the position description for the Chief Human Resource Officer and rated it with a JVAC score of C3X-768, which meets the EMS Band III 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 Human Resources Management System and CC Jobs.	
<b>Director’s Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 3/10/2023
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

<b>Item 9</b>	
<b>Agency/HE Institution</b> Department of Commerce	<b>Analyst</b> Julie Moultime
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B5751 Deputy Director, Organizational Health - COM	<b>Proposed EMS Band/Rate</b> EMS Band V (\$108,636 - \$176,532)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.070(1)(v) "In each agency with fifty or more employees: Deputy agency heads, assistant directors or division directors..."

### Scope

Serving as the Deputy Director, Organizational Health, reporting to the Director, this exempt class is responsible for strategically leading and aligning the agency's internal day-to-day business operations infrastructure and the systems and processes that supports the agency's work. This exempt class builds systems that identify and effectively manage operational business risks in support of the agency's external service delivery focused goals. This exempt class is the sponsor of the agency's executive operations team and is responsible for the integration of workforce equity and cultural needs in every policy decision made by the executive operations team.

### Explanation

The Department of Commerce is requesting the establishment of an exempt class, Deputy Director, Organizational Health-COM. The agency states they received a historic level of new funding to address the community's needs and align service delivery. They are undergoing a large organizational change impacting multiple positions and the agency has doubled in size over the last few years. The Deputy Director, Organizational Health will report to the Director and is responsible for leading and aligning the agency's internal day-to-day business operations and the system and processes that support all aspects of the agency's work. This includes setting the strategic internal operation direction, developing, coaching and providing direct leadership and supervision for the Chief Equity and Belonging Officer, Chief Financial Officer, Chief Operations Officer and Chief Human Resources Officer.

## 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.

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Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.070(1)(v) "In each agency with fifty or more employees: Deputy agency heads, assistant directors or division directors..."

State Human Resources supports the agency's request to establish an exempt class, Deputy Director, Organizational Health – COM at the EMS Band V level. SHR staff reviewed the position description for the Deputy Director, Organizational Health and rated it with a JVAC score of E5Y-1410, which meets the EMS Band V level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

<b>This information is entered into Human Resources Management System and CC Jobs.</b>	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 10/25/2022
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

<b>Item 10</b>	
<b>Agency</b> Puget Sound Partnership	<b>Analyst</b> Tricia Mackin
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B5951 Local Integrating Organization Program Coordinator – PSP	<b>Proposed EMS Band/Rate</b> EMS Band I (\$48,756 – \$99,456)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.098 "...this chapter shall not apply...to all professional staff."

### Scope

Serving as the Local Integrating Organization Program Coordinator, reporting to the Ecosystem Recovery Manager, this exempt class oversees the day-to-day management of the LIO program and establishes and implements short-term and long-term strategic vision for the program. This exempt class leads the LIO program, a network of Local Integrating Organizations throughout Puget Sound, to support the implementation of the action agenda, policy direction, strategies, local ecosystem recovery plans and agency initiatives. This exempt class ensures LIO program results are accomplished, integrates ecosystem recovery systems with salmon recovery and supports the overall recovery of Puget Sound.

### Explanation

The Puget Sound Partnership is requesting the establishment of an exempt class, Local Integrating Organization Program Coordinator, to have capacity to fully focus on the needs of the program, have decision making autonomy and meet organizational needs. The agency states it is necessary to establish an LIO Program Coordinator to redistribute some of the roles, responsibilities and leadership duties to this new position. This exempt class consults with the ecosystem recovery team, staff and partners and responsible for soliciting collective input in the development of policies, strategies and actions related to the program. This 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.

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provides leadership of the LIO program and a network of Local Integrating Organizations throughout Puget Sound, and focus is solely on the LIO partner engagement needs. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.098 "...this chapter shall not apply...to all professional staff."

This position is one of seven approved positions for exempt class B5900 Ecosystem Recovery Coordinator – PSP at the EMS Band I level. Due to establishment of exempt class B5951 Local Integrating Organization Program Coordinator the PSP is requesting to remove one position from exempt class B5900 Ecosystem Recovery Coordinator effective May 31, 2023.

State Human Resources supports the agency's request to establish an exempt class, Local Integrating Organization Program Coordinator – PSP at the EMS Band I level. The agency and SHR staff reviewed the position description for Local Integrating Organization Program Coordinator and rated it with a JVAC score of A2W-432, which meets the EMS Band I level.

There is no fiscal impact associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Consultant	<b>Date of Exempt Position Description on File</b> 11/15/2022
<b>EEOC Code</b> 42 Professionals	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

<b>Item 11</b>	
<b>Agency</b> Puget Sound Partnership	<b>Analyst</b> Cindy Wulff
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B5952 Vital Signs Lead – PSP	<b>Proposed EMS Band/Rate</b> EMS Band II (\$64,356 - \$118,116)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.098 "...the provisions of this chapter shall not apply in the Puget Sound Partnership ... to all professional staff."

### Scope

Reporting to the Science and Evaluation Program Director, the Vital Signs Lead serves as a member of the Science and Evaluation team in the External Operations Division and oversees the Vital Signs ecosystem monitoring program that assesses specific ecosystem status and trends. This exempt class is responsible for managing and directing the efforts of staff and external partners in the collection, analysis and communication of the Vital Sign indicators that measure the effectiveness ecosystem recovery efforts. The Vital Signs Lead designs, coordinates and improves multi agency, cross jurisdictional monitoring efforts by tracking changes in the ecosystem, evaluating the effectiveness of management actions and strategies, and providing scientifically defensible and publicly available data and results to inform policy and decision makers. Manages the Vital Signs program budget, contracts and agreements.

### Explanation

The Puget Sound Partnership is requesting to establish an exempt class, Vital Signs Lead, at the EMS Band II level. This position is currently approved for exempt class B5905 Monitoring Performance Analyst and over the course of time has been assigned higher-level duties and responsibilities making it necessary to establish an exempt class. This position no longer meets the current scope of B5905 Monitoring Performance Analyst due to the significant increase in

## 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.

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duties and responsibilities, decision making authority, and policy impact. Based on the roles and responsibilities this exempt class meets the criteria for RCW 41.06.098 "...this chapter shall not apply....to all professional staff."

This exempt class oversees the Vital Signs ecosystem monitoring program that assess ecosystem status and trends, the effectiveness of strategies and the implementation of ecosystem recovery actions. The Vital Sign Lead directs staff and external partners including, state, federal, local government, tribal and citizen monitoring program partners in the collection, analysis and communication of the Puget Sound Vital Sign indicators. This exempt class is responsible for developing reports and presenting findings that informs and impacts restoration and protection strategies and decision made by the Governor, state legislature and Leadership Council on issues related to ecosystem conditions in the Puget Sound.

This position is one of four approved positions for exempt class B5905 Monitor Performance Analyst – PSP at the EMS Band 1 level. Due to the establishment of exempt class B5952 Vital Signs Lead, PSP is requesting to remove one position from exempt class B5905 Monitor Performance Analyst effective May 31, 2023.

State Human Resources supports the agency's request to establish an exempt class, Vital Signs Lead – PSP at the EMS Band II level. The agency and SHR staff reviewed the position description and rated it with a JVAC score of B2X-570, which meets the EMS Band II level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request. The effective date of this action is May 12, 2023.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Consultant	<b>Date of Exempt Position Description on File</b> 3/28/2023
<b>EEOC Code</b> 42 Professionals	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 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.

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<b>Item 12</b>	
<b>Agency</b> Department of Corrections	<b>Analyst</b> Julie Moultime
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
<b>Administrative Action(s)</b> resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
<b>Current Code/Title</b> N/A	<b>Current EMS Band/Rate</b> N/A
<b>Proposed Code/Title</b> B6298 Assistant Secretary, Budget, Strategy and Information Technology Administration - DOC	<b>Proposed EMS Band/Rate</b> EMS Band V (108,636 - \$176,532)
<b>Current RCW Exemption</b> number and description N/A	<b>Proposed RCW Exemption</b> number and description RCW 41.06.071 "...the provisions of this chapter shall not apply...to the...assistant deputy secretaries..."

### Scope

Reporting to the Secretary, the Assistant Secretary, Budget, Strategy and Technology Administration provides executive leadership and strategic direction for the integration of the operational functions for statewide programs supporting employees in the following areas: capital programs; information technology; executive policy, engagement and outreach; budget, strategy and innovation; audit and ethics; and research data and analytics. The Assistant Secretary is an appointing authority responsible for the assignment of all program resources, including the development, approval, and implementation of existing and new policies across the agency. This exempt class may act on behalf the Deputy Secretary in their absence.

### Explanation

The Department of Corrections is requesting the establishment of an exempt class, Assistant Secretary, Budget, Strategy and Technology Administration – DOC. The agency states their Administrative Operations Division has recently been restructured resulting in the creation of the Budget, Strategy and Technology Administration, which encompasses the following statewide program areas:



## 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.

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- Capital Programs
- Information Technology
- Executive Policy, Engagement and Outreach
- Budget, Strategy and Innovation
- Audit and Ethics
- Research Data and Analytics

This new structure supports the agency's technology and business services to better prepare the agency as they shift focus to a post-pandemic workplace.

The Assistant Secretary, Budget, Strategy and Technology Administration reports to the Secretary and is an appointing authority responsible for overseeing the work of more than 300 FTEs. The Assistant Secretary develops, implements and represents all policy direction and the strategic vision on all immediate and long-term operational needs within the Budget, Strategy and Technology Administration. This exempt class is responsible for the resolution of operational issues related to fiscal management, staffing, personnel matters, needs assessments and strategic planning.

Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.071 "...the provisions of this chapter shall not apply...to the...assistant deputy secretaries..."

State Human Resources supports the agency's request to establish an exempt class, Assistant Secretary, Budget, Strategy and Technology Administration – DOC at the EMS Band V level. SHR staff reviewed the position description for the Assistant Secretary, Budget, Strategy and Technology Administration and rated it with a JVAC score of D5Z-1256, which meets the EMS Band V 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 Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 5/12/2023
<b>Management Type</b> Management	<b>Date of Exempt Position Description on File</b> 2/15/2023
<b>EEOC Code</b> 41 Officials & Administrators	<b>Current Number of Approved Position(s)</b> N/A
<b>Workforce Indicator</b> 80148586 At-Will	<b>Total Number of Approved Position(s)</b> 1

## Section C: Classification

Item 13	
<b>Agency/HE Institution</b> University of Washington	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	<b>If Revision(s)</b> - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
<b>Current Class Code/Title</b> N/A	<b>Current Salary Range/Rate</b> N/A
<b>Proposed Class Code/Title</b> 306Z Exercise Physiologist	<b>Proposed Salary Range/Rate</b> Range 60 (\$63,216 - \$85,020)

### Definition

Under general supervision, conduct fitness and stress assessments on cardiac patients, perform exercise consults with patients for admittance to outpatient rehabilitation programs, recommend exercise prescriptions adjusted to minimize physical stress, perform diagnostic testing related to symptom presentation, and communicate abnormal rhythm presentation to health care providers.

### Explanation

State HR supports the University of Washington's request for a new job class titled Exercise Physiologist based on the need to recognize this unique body of work and to aid the institution in their recruitment efforts for these critical positions.

The institution states that while nurses are trained to read cardiac rhythms, they are not able to provide the comprehensive assessment of the impact of exercise on the cardiovascular system that an Exercise Physiologist can. UW's cardiac rehab program provides a multi-disciplinary team of Exercise Physiologists and Registered Nurses who can support Physicians in addressing multiple morbidities effectively.

UW confirmed there is only minimal fiscal impacts associated with this request. UW is requesting an effective date of June 1, 2023.

This information is entered into Human Resources Management System and CC Jobs.	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 6/1/2023
<b>Management Type</b> N/A	<b>Workforce Indicator</b> 80148588 Classified WA General Service
<b>EEOC Code</b> 42 Professionals	<b>Number of Position(s) Affected</b> [REDACTED]

## Section C: Classification

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Item 14	
<b>Agency/HE Institution</b> University of Washington	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	<b>If Revision(s)</b> - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
<b>Current Class Code/Title</b> N/A	<b>Current Salary Range/Rate</b> N/A
<b>Proposed Class Code/Title</b> 322A Perfusionist	<b>Proposed Salary Range/Rate</b> Range 93 (\$134,532 - \$180,972)

### Definition

Independently select, assemble, setup, test, and operate extracorporeal blood circulation equipment during procedures such as cardiopulmonary bypass where patient's circulatory or respiratory functions must be supported or temporarily replaced.

### Distinguishing Characteristics

Under general direction, responsible for the technology of extracorporeal circulation associated with a variety of surgical procedures and cardiac management therapies.

### Explanation

State HR supports the University of Washington's request for a new job class series Perfusionist, Perfusionist Lead, and Perfusionist Supervisor based on the need to recognize this unique body of work and to aid the institution in their recruitment efforts for these critical positions.

## Section C: Classification

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The University of Washington states that a Perfusionist operates a heart-lung machine, which is an artificial blood pump, which propels oxygenated blood to the patient's tissues while the cardiac surgeon operates on the heart. The Perfusionist manages the physiological and metabolic demands of the patient during surgery.

UW confirmed there is only minimal fiscal impacts associated with this request. UW is requesting an effective date of June 1, 2023.

<b>This information is entered into Human Resources Management System and CC Jobs.</b>	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 6/1/2023
<b>Management Type</b> N/A	<b>Workforce Indicator</b> 80148588 Classified WA General Service
<b>EEOC Code</b> 43 Technicians	<b>Number of Position(s) Affected</b> [REDACTED]

## Section C: Classification

Item 15	
<b>Agency/HE Institution</b> University of Washington	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	<b>If Revision(s)</b> - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
<b>Current Class Code/Title</b> N/A	<b>Current Salary Range/Rate</b> N/A
<b>Proposed Class Code/Title</b> 322B Perfusionist Lead	<b>Proposed Salary Range/Rate</b> Range 95 (\$141,324 - \$190,128)

### Definition

Lead assigned staff and exercise responsibility for the technology of extracorporeal circulation associated with a variety of surgical procedures and cardiac management therapies.

### Distinguishing Characteristics

As a working lead, regularly assign, instruct, and check the work of other Perfusionists.

### Explanation

State HR supports the University of Washington's request for a new job class series Perfusionist, Perfusionist Lead, and Perfusionist Supervisor based on the need to recognize this unique body of work and to aid the institution in their recruitment efforts for these critical positions.

The University of Washington states that a Perfusionist operates a heart-lung machine, which is an artificial blood pump, which propels oxygenated blood to the patient's tissues while the cardiac surgeon operates on the heart. The Perfusionist manages the physiological and metabolic demands of the patient during surgery.

## Section C: Classification

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UW confirmed there is only minimal fiscal impacts associated with this request. UW is requesting an effective date of June 1, 2023.

<b>This information is entered into Human Resources Management System and CC Jobs.</b>	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 6/1/2023
<b>Management Type</b> N/A	<b>Workforce Indicator</b> 80148588 Classified WA General Service
<b>EEOC Code</b> 43 Technicians	<b>Number of Position(s) Affected</b> <div style="background-color: #cccccc; width: 40px; height: 15px;"></div>

## Section C: Classification

Item 16	
<b>Agency/HE Institution</b> University of Washington	<b>Analyst</b> Chelsea Lee
<b>Director's Meeting Action(s)</b> - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	<b>If Revision(s)</b> - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
<b>Current Class Code/Title</b> N/A	<b>Current Salary Range/Rate</b> N/A
<b>Proposed Class Code/Title</b> 322C Perfusionist Supervisor	<b>Proposed Salary Range/Rate</b> Range 97 (\$148,452 - \$199,776)

### Definition

Supervise assigned staff; develop, implement and monitor performance standards, policies and procedures to ensure cross unit standardization and quality control. Some position may also serve as a senior technical consultant performing workplace consultations and strategic planning for the development of policy, standards/guidelines and training for Perfusionists.

### Distinguishing Characteristics

This is the supervisory level. With delegated authority, interview and recommend selection of applicants, train new employees, assign and schedule work, act upon leave requests, conduct annual performance evaluations and recommend disciplinary action.

### Explanation

State HR supports the University of Washington's request for a new job class series Perfusionist, Perfusionist Lead, and Perfusionist Supervisor based on the need to recognize this unique body of work and to aid the institution in their recruitment efforts for these critical positions.

The University of Washington states that a Perfusionist operates a heart-lung machine, which is an artificial blood pump, which propels oxygenated blood to the patient's tissues while the cardiac surgeon operates on the heart. The Perfusionist manages the physiological and metabolic demands of the patient during surgery.

## Section C: Classification

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UW confirmed there is only minimal fiscal impacts associated with this request. UW is requesting an effective date of June 1, 2023.

<b>This information is entered into Human Resources Management System and CC Jobs.</b>	
<b>Director's Meeting Date</b> 5/11/2023	<b>Effective Date</b> 6/1/2023
<b>Management Type</b> N/A	<b>Workforce Indicator</b> 80148588 Classified WA General Service
<b>EEOC Code</b> 43 Technicians	<b>Number of Position(s) Affected</b> <div style="background-color: #cccccc; width: 40px; height: 15px;"></div>



**Section D: Compensation**

**Higher Education  
Special Pay**

<b>Item 17a</b>	
<b>Requester (HE Institution)</b> University of Washington	<b>Analyst</b> Shelby Sheldon
<b>Action</b> <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision	<b>Effective Date</b> 6/1/2023
<i><u>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.</u></i>	

<b>Non-Represented Class Title(s)</b>	<b>Number of Positions</b>	<b>Current Certification Premium</b>	<b>Proposed Certification Premium</b>
Advanced Registered Nurse Practitioner	32	\$0.00	\$1.25
Advanced Registered Nurse Practitioner - Lead	3	\$0.00	\$1.25
Anesthesiology Technical Services Supv	2	\$0.75	\$1.25
Biomedical Electronics Technician 1	6	\$0.00	\$1.25
Biomedical Electronics Technician 2	11	\$0.00	\$1.25
Biomedical Electronics Technician 3	22	\$0.00	\$1.25
Biomedical Electronics Technician Lead	6	\$0.00	\$1.25
Biomedical Electronics Technician Supv	7	\$0.00	\$1.25
Hospital Central Services – Supervisor	9	\$0.00	\$1.25
Occupational Therapist 1	17	\$0.00	\$1.25
Occupational Therapist 2	20	\$0.00	\$1.25
Occupational Therapist 3	4	\$0.00	\$1.25
Occupational Therapist Supervisor	1	\$0.00	\$1.25
Physical Therapist 1	0	\$0.00	\$1.25
Physical Therapist 2	22	\$0.00	\$1.25
Physical Therapist 3	36	\$0.00	\$1.25
Physical Therapist Specialist	6	\$0.00	\$1.25
Physical Therapist Supervisor	6	\$0.00	\$1.25
Physician Assistant, Certified	11	\$0.00	\$1.25
Physician Assistant, Certified - Lead	0	\$0.00	\$1.25
Respiratory Care Specialist	1	\$0.75	\$1.25

**Section D: Compensation**

<b>Non-Represented Class Title(s)</b>	<b>Number of Positions</b>	<b>Current Certification Premium</b>	<b>Proposed Certification Premium</b>
Social Worker Supervisor – Academic Medical Centers	15	\$0.00	\$1.25

**Category (select all that apply):**

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

**Explanation**

The University of Washington is requesting to increase the certification premium pay for 22 job classifications affecting 237 employees. The basis for this request is effective operations. State HR supports the institution’s request based on effective operations. This increase in certification premium for the job classes above will incentivize staff to obtain advanced credentials and incentivize those who are certified in a specialty area by a national organization and are working in that area of certification, provided the certification has been approved by management, and further provided that the employee continues to meet all educational requirements to keep the certification current and in good standing that will benefit patient care and safety.

UW has identified local funds to support the certification premium pay increases, which does not include tuition dollars. UW is requesting an effective date of June 1, 2023.

<b><i>Internal Use Only</i></b>
<b>Director’s Meeting Date</b> 5/11/2023

## Section D: Compensation

### Higher Education Special Pay

<b>Item 17b</b>	
<b>Requester (HE Institution)</b> University of Washington	<b>Analyst</b> Shelby Sheldon
<b>Action</b> <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision	<b>Effective Date</b> 6/1/2023
<i><u>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.</u></i>	

Non-Represented Class Title(s)	Number of Positions	Current Standby Pay	Proposed Standby Pay
Advanced Registered Nurse Practitioner	32	\$3.00	\$7.00
Advanced Registered Nurse Practitioner - Lead	3	\$3.00	\$7.00
Anatomic Pathology Laboratory Lead	3	\$3.00	\$7.00
Anatomic Pathology Laboratory Supervisor	2	\$3.00	\$7.00
Anesthesiology Technical Services Supv	2	\$3.00	\$7.00
Anesthesiology Technician Lead	0	\$3.00	\$7.00
Biomedical Electronics Technician 1	6	\$3.00	\$3.75
Biomedical Electronics Technician 2	11	\$3.00	\$3.75
Biomedical Electronics Technician 3	22	\$3.00	\$3.75
Biomedical Electronics Technician Lead	6	\$3.00	\$3.75
Biomedical Electronics Technician Supv	7	\$3.00	\$3.75
Cardiac Sonographer Specialist	0	\$3.75	\$7.00
Cardiac Sonographer Supervisor	2	\$3.75	\$7.00
Clinical Laboratory Supervisor	2	\$3.00	\$7.00
Diagnostic Medical Sonographer Clin Inst	1	\$3.75	\$7.00
Diagnostic Medical Sonographer Supv	1	\$3.75	\$7.00
Electroneurodiagnostic Technologist Supv	4	\$3.00	\$7.00
Hospital Central Services – Supervisor	9	\$3.00	\$7.00
Imaging Technologist – Supervisor	3	\$3.75	\$7.00
Nuclear Medicine Technologist Supervisor	0	\$3.75	\$7.00
Orthotics-Prosthetics Practitioner	8	\$3.00	\$7.00

**Section D: Compensation**

<b>Non-Represented Class Title(s)</b>	<b>Number of Positions</b>	<b>Current Standby Pay</b>	<b>Proposed Standby Pay</b>
Orthotics-Prosthetics Practitioner Supv	0	\$3.00	\$7.00
Orthotics-Prosthetics Practitioner Trnee	1	\$3.00	\$7.00
Patient Services Supervisor	10	\$3.00	\$3.75
Pharmacist 1	0	\$3.00	\$7.00
Pharmacist 2	68	\$3.00	\$7.00
Pharmacist 3	183	\$3.00	\$7.00
Pharmacist 4	47	\$3.00	\$7.00
Pharmacist Supervisor	1	\$3.00	\$7.00
Physician Assistant, Certified	11	\$3.00	\$7.00
Physician Assistant, Certified - Lead	0	\$3.00	\$7.00
Psychometrist 1	1	\$3.00	\$7.00
Psychometrist 2	8	\$3.00	\$7.00
Psychometrist Lead	1	\$3.00	\$7.00
Psychometrist Supervisor	2	\$3.00	\$7.00
Radiation Therapy Technologist Supv	0	\$3.75	\$7.00
Rehabilitation Counselor 1	0	\$3.00	\$3.75
Rehabilitation Counselor 2	2	\$3.00	\$3.75
Religious Coordinator	0	\$3.00	\$7.00
Respiratory Care Specialist	1	\$3.00	\$7.00
Social Worker Supervisor – Academic Medical Centers	15	\$3.00	\$7.00
Specimen Processing Supervisor	7	\$3.00	\$7.00
Vascular Technologist Supervisor	1	\$3.75	\$7.00

**Category (select all that apply):**

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

**Explanation**

The University of Washington is requesting to increase the standby rate per hour for the 43 job classes listed above affecting 483 employees to \$3.75 or \$7.00 per hour, depending on the job classification. The basis for this request is effective operations.

## Section D: Compensation

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State HR supports the institution's request based on effective operations. This increase in standby pay for the job classes listed above provide incentive to employees to be on standby to fill gaps in work shifts and be available for urgent needs. Standby pay is common practice, and the increase aligns with hospital comparators in the greater Seattle area. Understaffed hospitals or clinics means services may be cancelled or delayed.

UW has identified local funds to support the standby pay increases, which does not include tuition dollars. UW is requesting an effective date of June 1, 2023.

<b><i>Internal Use Only</i></b>
<b>Director's Meeting Date</b> 5/11/2023

## Section D: Compensation

### Higher Education Special Pay Permanent Adoption

<b>Item 18</b>				
<b>Requester (HE Institution)</b> University of Washington		<b>Analyst</b> Shelby Sheldon		
<b>Action</b> <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision		<b>Effective Date</b> 2/16/2023		
<i><u>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.</u></i>				
<b>Class Title(s)</b>	<b>Class Code(s)</b>	<b>Current Salary Range or Special Pay Range</b>	<b>Proposed Special Pay Range</b>	<b>Proposed Special Pay Increase</b>
109 Job Classification (see attached list)				

**Category (select all that apply):**

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

**Explanation**

The University of Washington is requesting special pay increases for the attached list of 109 job classifications, affecting 665 employees. The basis of this request is effective operations, substantiated by data provided by the Milliman Inc. Health Care Salary Survey. The data is from January 1, 2022, and has been aged to December 1, 2022, at an average rate of four (4) percent.

UW is also experiencing recruitment and retention challenges with many of the positions including the non-represented jobs listed in this request. This request aims to provide competitive salaries for their non-represented jobs.

## Section D: Compensation

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State HR Staff supports the agencies request to increase the special pay based on effective operations for the attached job classes. Currently, the 109 job classifications are consistently behind the market average. According to the survey data purchased and provided by UW, these classifications when compared to the benchmark cluster in 2022 Milliman Northwest Health Care Salary Survey shows UW lagging the market midpoint for the classification identified on the attached list.

This special pay would increase the median monthly pay for the job classes identified but would not exceed the market average. These increases will aid UW's efforts to remain competitive and to recruit and retain highly skilled individuals. UW has certified the funding does not come from tuition dollars and they have identified local funds to support these health care special pay salary increases.

UW is requesting an effective date of February 16, 2023.

This exhibit item was adopted on an emergency basis at the February 9, 2023, Director's meeting, and now returns for final adoption at the May 11, 2023, Director's meeting.

<b><i>Internal Use Only</i></b>
<b>Director's Meeting Date</b> 5/11/2023

**Section D: Compensation**

**Higher Education  
Special Pay**

<b>Item 19</b>				
<b>Requester (HE Institution)</b> University of Washington		<b>Analyst</b> Chelsea Lee		
<b>Action</b> <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Revision		<b>Effective Date</b> 6/1/2023		
<i><u>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.</u></i>				
<b>Class Title(s)</b>	<b>Class Code(s)</b>	<b>Current Salary Range or Special Pay Range</b>	<b>Proposed Special Pay Range</b>	<b>Proposed Special Pay Increase</b>
Perfusionist	322A	Range 93	A8 – Q9	40%
Perfusionist Lead	322B	Range 95	F8 – V9	40%
Perfusionist Supervisor	322C	Range 97	K8 – A10	40%

**Category (select all that apply):**

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

**Explanation**

The University of Washington is requesting health care special pay for the three classifications in the above table which currently impacts 12 employees. The basis of this request is effective operations, the need to recognize this unique body of work, and to aid the institution in their recruitment efforts for these critical positions. Per the institution, there have been ongoing recruitment and retention issues for Perfusionists. UW indicated multiple positions were posted in July 2021 and by the end of 2022, the department still had four vacancies left. UW increased the pay in early 2023 in order to recognize the complex work, but is still having difficulties attracting candidates. Per the institution, they are the only organization in the area that has Perfusionists involved in heart, lung and liver transplants, as well as vascular cases, and are responsible for extracorporeal membrane oxygenation (ECMO), ECMO Transport, ECMO Education of Specialist, and ECMO GO (Cardiogenic Shock). For comparison, at Swedish, Perfusionists only have ECMO responsibilities for liver transplants, while at Tacoma General, Perfusionists are only involved in ECMO education. UW did not provide a certification of funds



## Section D: Compensation

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as they confirmed there is only minimal fiscal impacts associated with this request. The institution plans to move employees into the new classification at the step that is closest to their current pay without being under what the current compensation is.

State HR supports the institution's request based on effective operations and to aid the institution in their recruitment efforts for these critical positions.

<b><i>Internal Use Only</i></b>
<b>Director's Meeting Date</b> 5/11/2023

## Section E: Rule Amendments

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There are no rules amendments for this meeting.