

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

February 13, 2025

Opening

The State Human Resources Director's meeting was called to order at 8:30 a.m. on Thursday, February 13, 2025. 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:

Logistics Coordinator
State Human Resources Division
Office of Financial Management
1500 Jefferson Street SE
PO Box 47500
Olympia, Washington 98504

Email <mailto:classandcomp@ofm.wa.gov>
Fax (360) 507-9258

Requests for historic Director's meeting publications and recordings, may be directed to (360) 890-1588 or <mailto:classandcomp@ofm.wa.gov>.

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

February 13, 2025

Page 2 of 3

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 who do not wish to be recorded were instructed to use the chat feature in Zoom.

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 November 14, 2024, Director's meeting minutes. Staff recommended final adoption of the minutes as presented, with an effective date of February 14, 2025.

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, November 14, 2024, the Director's meeting minutes were adopted as presented, with an effective date of February 14, 2025.

Section B: Exempt Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Exempt compensation items 1 through 9 were considered for adoption. State Human Resources staff recommended adoption as presented, with an effective date of February 14, 2025.

- Item 1 B0424 Personnel Manager - AGR
- Item 2 B2692 Director of Marketing and Communications
- Item 3 B3220 General Manager – Vocational Education
- Item 4 B3275 Associate Director, Planning Coordinator
- Item 5 B3368 Data Compiler – CFC
- Item 6 B4482 Regional Director
- Item 7 B5958 Communications Lead – PSP
- Item 8 B8360 Legislative and Congressional Affairs Manager
- Item 9 Multiple Exempt Abolishments
 - A. State Procurement Officer - DES
 - B. Enterprise Applications Architect Manager - DES
 - C. Client Services Manager - DES
 - D. Enterprise Solution Manager - DES
 - E. Business Diversity Initiatives Manager - DES

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, items 1 through 9 were adopted as presented, with an effective date of February 14, 2025.

Director's Meeting Minutes

Office of Financial Management, State Human Resources Division

February 13, 2025

Page 3 of 3

Section C: Classification

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: Classification item 10 was from the Office of Financial Management, State Human Resources with recommended updates to the Information Technology Professional Structure Evaluation Handbook, which was developed in conjunction with the implementation of the ITPS in July 2019. State Human Resources staff proposed adoption with an effective date of February 14, 2025.

Item 10 Information Technology Professional Structure Evaluation Handbook

Michaela Doelman, Chief Human Resources Officer, State Human Resources: Hearing no comments, item 10 was adopted as presented, with an effective date of February 14, 2025.

Section D: Compensation

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: There were no Compensation items for the meeting.

Section E: Rule Amendments

Mindy Portschy, Senior Classification and Compensation Specialist, State Human Resources: There were no Rule Amendment items for the meeting.

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, May 8, 2025 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