



Status Meeting Minutes

August 22, 2023

Call to Order: The meeting convened at 9:00 a.m. with the following present:

Holly Kessler, Chair
Isabel A. M. Cole, Member
Jack S. Eng, Member
Anita Booker-Hay, Chief Industrial Appeals Judge
Bob Liston, Chief, Administrative Services
Christy Sterling, Human Resources Manager
Brian Watkins, Chief Legal Officer
Jay Raish, Confidential Secretary

Changes to Agenda: None.

Approval of Minutes: The August 15, 2023 Status Meeting Minutes were approved.

Transition Discussions: The managers will work on the transition document. This matter is TICKED for the September 26, 2023 Status Meeting.

All Staff Meeting: We discussed the agenda and recognition items. This matter is TICKED to the August 29, 2023 Status Meeting.

Management Conference: Bob will sign the contract with Wendy Fraser. We discussed recognition items. This matter is TICKED to the August 29, 2023 Status Meeting.

PFR Memos/Stay Memos: This matter is TICKED for the December 5 Board Meeting.

Morning Chat Attendance: This matter is TICKED to the September 5, 2023 Board Meeting.

Personnel Update: Christy reported Zac Franz and Eric Senta will start IAJ3 positions on September 18; Brian Leech will start an IAJ4 position on September 18; Brenda Bono will make a lateral move to a Review position on September 18; we are interviewing to fill behind Brenda in New Appeals; we are reviewing applications for LA2 and LA3 positions; Janice Rosen started an LA3 position on August 16; Cindy Morgan will start an AC position on September 18; we are interviewing for an IAJ3.

Management Update: Christy reported we are meeting with the Federation this week to talk about the LA series and this afternoon there is a State HR meeting about the wildfires in Spokane. Bob reported on the BAIS replatforming RFP and the state audit. Anita reported the log to record staff recognition preferences is nearly complete and the WISHA discrimination appeal was dismissed. Brian reported we are renewing our Westlaw contract at our

current level. It was agreed Brian will turn in a service request to give Review IAJs access to rewrite assignments in the efile.

Confidential Secretary Update: We reviewed the weekly calendar.

Executive Session: The meeting entered Executive Session at 10:47 to discuss salaries.

Salaries: We reconvened at 11:15. The members voted and it was unanimously agreed to adopt the recommendations proposed by the managers, including 5% to the Confidential Secretary and increase the Chief Legal Officer to the top of his band.

Public Comment: None.

Adjournment: There being no further business to discuss, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,

/s/

Jay Raish,
Confidential Secretary