



Board Meeting Minutes

October 14, 2025

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

Holly Kessler, Chair
Isabel A. M. Cole, Member
Bob Battles, 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

Guests: Keith Fester and Brenda Bono

Changes to Agenda: None.

Approval of Minutes: The October 7, 2025 Board Meeting Minutes were approved.

Feedback on Laptop Deployment: Keith reported on some issues with the new laptops that are delaying deployment. They are not applying internet settings correctly, they are hibernating, and Docusign is increasing CPU usage.

Feedback on Combining Two Committees: Christy reported that the Impact and Diversity committees would like to remain separate because their missions are different. After discussion, it was unanimously approved.

All Staff Meeting: We discussed the agenda.

Paper Document Delivery in Olympia: We discussed adding a mail slot.

EO Your Washington: This matter is TICKED to the October 28, 2025 Board Meeting.

Management Update: Bob reported on tax changes effective October 1; the phone system; and the Olympia downsize. Christy reported on the Employment Engagement Survey and recognition for our employees who are veterans. Anita reported on processes in New Appeals; we missed this session of SEOC Foundations for Executive Officials and we'll register for the next one; Cindy Morgan is working with Holly on training for completing memos; and she is working on a communication to stakeholders regarding potentially overdue documents. Brian reported on fiscal impact requests.

Public Comment: Brenda asked if there is more information about why Docusign sometimes fails to save.

Adjournment: There being no further business to discuss, the meeting was adjourned at 11:10 a.m.

Respectfully submitted,

/s/

Jay Raish,
Confidential Secretary