

Office of Financial Management

State HR Director’s Meeting

Submission Deadlines

State HR staff work to ensure exhibits presented at the regularly scheduled quarterly Director’s meetings are prepared and ready for final adoption.

To allow adequate time to prepare exhibits and final recommendations, your complete request(s) must be received in the classandcomp@ofm.wa.gov mailbox no later than 60 calendar days **prior** to the notice of agenda for the intended meeting. This will ensure compliance with the required 20-day public meeting notice statute.

Please note unforeseen circumstances may arise, which could result in the requests being moved to a later meeting date after consultation with impacted agencies/institutions. The dates in the table below are subject to change.

Deadlines

2024 Director’s Meeting Date	Agenda Published 20- Day Public Meeting Notice	Agency/Higher Education Institution Submission Deadline
February 8, 2024	January 19, 2024	December 7, 2023
May 8, 2024	April 18, 2024	March 8, 2024
August 8, 2024	July 19, 2024	June 5, 2024
November 14, 2024	October 23, 2024	September 3, 2024