

Contingency Planning Meeting Notes

6.21.17

For contingency planning updates and information, visit <http://ofm.wa.gov/contingency/>.

Overview

- Send out your employee layoff notices tomorrow, 6/22.
- Budget is in negotiation and expected to be enacted by 6/30.
- FAQs will be posted on OFM's website today (6/21).
- Employee information page and hotline will go live on 6/22.
- Send general questions to [Ro Marcus](#) and [Jim Crawford](#).

Looking Ahead

Ro Marcus, OFM Legal and Legislative Affairs:

Temporary layoff notices. Agencies must send temporary layoff notices on 6/22. The Governor will send a message to employees this week. OFM is working on a checklist template that agencies can use to provide instructions to their employees.

Public disclosure. Agencies will receive a memo regarding public disclosure today. Post the notice on your websites toward the end of next week if your public records function will not be operating as of 7/1.

Health benefits. OFM is working with the AGO and HCA on questions related to the unlikely possibility of shutdown past 7/31, including the implications this would have on employee health benefits.

Jim Crawford, OFM Budget:

Budget negotiations are in progress and we expect a budget to be passed by the Legislature by 6/30. The 2017 supplemental and capital budgets are also on OFM's radar.

Connie Goff, OFM State HR:

FAQs. State HR FAQs will be posted today. The "Civil Service Exempt LWOP" template and some Q&As have been revised. The changes are minor, so you can use the first draft of this template.

New employees. State HR has received questions about new employees scheduled to begin work on 7/1. There is no template prepared for this; agencies should verbally communicate the possibility of a shutdown with them. If you have questions, contact [Connie Goff](#).

Ralph Thomas, OFM Communications:

The Governor has a media availability this afternoon. The agency impact list is posted and will be updated as new information becomes available. An agency-by-agency estimate of temporary layoff numbers has been developed. The employee information webpage will go live on 6/22 and will be updated regularly.

Questions

Q: When will the emergency rulemaking process begin?

Rules are drafted and ready to be filed on June 30 with an effective date of July 1. Ro Marcus will follow up with agencies to provide more information regarding the emergency rulemaking process. If you have questions, contact [Connie Goff](#) and [Kristie Wilson](#).

Q: May agencies contact the media and stakeholders regarding shutdown impacts?

OFM has impacts listed on the contingency website. Agencies should answer questions as they come up, but may also choose to inform stakeholders about the expected impacts.