

Director's Meeting Minutes

State Human Resources, Office of Financial Management

August 13, 2020

Opening

The State Human Resources Director's meeting was called to order at 8:30 a.m. on Thursday, August 13, 2020, via conference call session only due to the COVID-19 pandemic. Meeting proceedings were recorded at the Office of Financial Management, State Human Resources; RAAD Building, 5th Floor, Room 512; 128 10th Avenue Southwest, Olympia, Washington 98504.

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:

- Franklin Plaistowe, Assistant Director of the SHR Division
- Mindy Portschy, SHR Classification and Compensation Specialist

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 and related publications; requests for alternate formats are welcomed and may be forwarded to:

Logistics Coordinator
State Human Resources
Office of Financial Management
128 10th Avenue SW
PO Box 47500
Olympia, Washington 98501

Email classandcomp@ofm.wa.gov
Fax (360) 407- 4148

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Introduction

Franklin Plaistowe, SHR Assistant Director: The Thursday, August 13, 2020 SHR Director's meeting came to order at 8:30 a.m. Franklin Plaistowe, Assistant Director for SHR with the OFM, chaired the meeting. Franklin stated he would be taking action on all the items presented.

Section A: Previous Minutes Approval

Mindy Portschy, SHR Classification and Compensation Specialist: The first item of business was the adoption of the Thursday, May 14, 2020 Director's meeting minutes. Staff recommended final adoption as printed.

Franklin Plaistowe, SHR Assistant Director: Hearing no comments, the May 14, 2020 Director's meeting minutes were adopted as presented, effective August 14, 2020.

Section B: Exempt Compensation

Mindy Portschy, SHR Classification and Compensation Specialist: In section B of the agenda were items 1 through 4. Staff recommended adoption as presented with an effective date of August 14, 2020.

- Item 1 B0570 Associate Deputy Director, Administrative Services - AGR
- Item 2 B1520 Deputy Chief of Staff, Office of the Secretary – DSHS
- Item 3 B7931 Deputy Chief of Administration - LCB
- Item 4 B7933 Marijuana Educ., Lic. & Regulator Sys. Manager Permanent Adoption

Franklin Plaistowe, SHR Assistant Director: Hearing no comments, items 1 through 4 were adopted as presented.

Section C: Classification

Mindy Portschy, SHR Classification and Compensation Specialist: There were no classified items.

Section D: Compensation

Mindy Portschy, SHR Classification and Compensation Specialist: In section D of the agenda, item 5 was the University of Washington Medical Centers Special Pay 1% salary grid for classified and non-represented classes. The special pay 1% salary grid was proposed by the

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University of Washington to reflect their approved 2% adjustment effective July 1, 2020. Staff recommended adoption as presented with an effective date of July 1, 2020.

Item 5 University of Washington 1% Salary Grid

Franklin Plaistowe, SHR Assistant Director: Hearing no comments, item 5 was adopted as presented.

Section E: Rule Amendments

Mindy Portschy, SHR Classification and Compensation Specialist: There were no rule amendment items.

Adjournment

Mindy Portschy, SHR Classification and Compensation Specialist: The business concluded and the meeting was adjourned. The next regularly scheduled Director's meeting was announced as Thursday, November 12, 2020, beginning at 8:30 a.m. Due to COVID-19 safety and health recommendations, the meeting location was yet to be determined.

Minutes Approved By

Franklin Plaistowe, Assistant Director
State Human Resources
Office of Financial Management

Date