



## **Special Board Meeting Minutes**

**February 21, 2017**

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

Linda Williams, Chair  
Frank Fennerty, Jr., Member  
Jack Eng, Member  
Janet Whitney, Chief Industrial Appeals Judge  
Bob Liston, Chief, Administrative Services  
Dave Threedy, Executive Secretary  
Jay Raish, Confidential Secretary

Excused absence: Christy Sterling, Human Resources Manager

**Approval of Minutes:** The February 7, 2017 Board Meeting minutes were approved.

**Appeals Received:** We reviewed the appeals received numbers.

**Personnel Update:** The Chief Industrial Appeals Judge reported:

- Scott Meyer promoted to the LA2 (Hearings Scheduler) position effective February 21. We will not be filling behind him at this time.
- Sheri Gwynne-Pattison voluntarily demoted to an LOA position effective February 21.
- Myrna Peet is transferring to the AG's Office. Her last day is February 28. We will not be filling behind her at this time.
- Kimberly Shoblom is transferring into Michele Weaver's LA4 position (Mediation). The effective date is to be determined.
- Jennifer Stretch is taking a voluntary demotion into Kimberly's LA4 position (New Appeals). The effective date is to be determined. We are recruiting internally to fill behind her (Legal Administrative Manager). The recruitment closes on February 23.
- Denise Albright is retiring effective February 28. The LA2 recruitment to fill behind her closes March 5.
- The ITS3 recruitment is open until filled
- IAJ3 interviews start on March 21.
- Laura Bradley is voluntarily demoting to an IAJ4 position. The recruitment to fill behind her closes February 28.

**Safety Update:** The Chief, Administrative Services, discussed the recent safety meeting, and reported that we are meeting with the Washington State Patrol to schedule facility reviews.

**Posting of Quarterly Statistics:** We agreed we will not post paper copies. The Confidential Secretary will send an email to staff when the quarterly statistics have been posted to the internet.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 9:30 a.m.

Respectfully submitted,

/s/

Jay Raish,  
Confidential Secretary