



## **Status Meeting Minutes**

**September 12, 2023**

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

Holly Kessler, Chair  
Isabel A. M. Cole, Member  
Jack S. Eng, Member  
Lynn Hendrickson, Acting Chief Industrial Appeals Judge  
Bill Chase, Acting Chief, Administrative Services  
Christy Sterling, Human Resources Manager  
Brian Watkins, Chief Legal Officer  
Jay Raish, Confidential Secretary

**Changes to Agenda:** None.

**Approval of Minutes:** The August 25, 2023 Stakeholder Meeting Minutes and September 5, 2023 Board Meeting Minutes were approved.

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

**Management Update:** Bill reported the state audit is nearly complete, and our year-end reporting is complete. Lynn reported on the Seattle office and new IAJ training. Christy reported Julie Karlson will start a Judicial Appeals Analyst position on September 18; Haylee Smith will start an LA3 position in Review on September 18; Jennifer Vanicky will start an LA3 position in Hearings on September 18; Jen Schenck will start an LA3 position in Hearings on September 19; we are making final hiring decision for three hearings schedulers; and she will send out information for a Poker Walk and vaccine Care-a-Van on October 12. Brian reported Westlaw login issues are resolved and we plan to offer Westlaw refresher training.

**Confidential Secretary Update:** We reviewed the weekly calendar.

**Public Comment:** None.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 9:54 a.m.

Respectfully submitted,

/s/

Jay Raish,  
Confidential Secretary