



## **Special Board Meeting Minutes**

**September 21, 2021**

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

Jack S. Eng, Member  
Isabel A. M. Cole, Member  
Mark Jaffe, Chief Industrial Appeals Judge  
Bob Liston, Chief, Administrative Services  
Brian Watkins, Chief Legal Officer  
Christy Sterling, Human Resources Manager  
Jay Raish, Confidential Secretary

Excused absence: Linda Williams, Chair

**Approval of Minutes:** The September 7, 2021 Board Meeting minutes were approved.

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

**Personnel Update:** The Human Resources Manager reported: Carla Helland will promote to LA2 in Superior Court on September 27, 2021; Loetta Ibaboa starts an LA2 position in Mediation on October 18; IAJ3 interviews take place the next two weeks; and we are scheduling IAJ4 interviews.

**Reopening:** The Chief, Administrative Officer reported that just before this meeting he received a toolkit on communicating with contractors.

**Management Conference:** We agreed the managers will work on the agenda.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 10:05 a.m.

Respectfully submitted,

/s/

Jay Raish,  
Confidential Secretary