



## **Friday Status Meeting Minutes**

**October 7, 2022**

**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  
Anita Booker-Hay, Chief Industrial Appeals Judge  
Christy Sterling, Human Resources Manager  
Bob Liston, Chief, Administrative Services  
Brian Watkins, Chief Legal Officer  
Jay Raish, Confidential Secretary

**Changes to Agenda:** None.

**Approval of Minutes:** The September 16, 2022 Status Meeting Minutes were approved.

**Personnel Update:** Anita reported Tim Ascher, Daniel Cairns, Anne Fitzpatrick, and Cindy Zetts will start IAJ3 positions in Olympia on October 10. Christy reported the hearings scheduler recruitment closes October 2; Hannah Finch accepted the Public Records Analyst position and her start date is to be determined; and we'll open a recruitment to fill behind Hannah on October 10.

**BIIA Code of Ethics:** The proposed addition was unanimously approved.

**Minority Bar Association Event:** It was agreed two liaisons can attend an evening event.

**Hearing Room Equipment:** Bob shared the schedule for installing hearing room OWL equipment. He will share the schedule as updates are made.

**Management Update:** Christy reported on the employee survey, PEAR, HR Management Report, and a potential booster incentive. Anita reported the in-person hearings pilot ends September 30; PAAC will discuss how to proceed; and hearing run bids close today. Bob reported the budget was submitted; we are checking references for the Application/Data Supervisor position; and we received comments from the AGO on the court reporter contract. Jay reported on the CLE.

**Management Conference:** Bob will reach out to some organizational coaches to check availability. This matter is TICKED to the October 4, 2022 Board Meeting.

**Public Comment:** None.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 10:20 a.m.

Respectfully submitted,

/s/

Jay Raish,  
Confidential Secretary