



## **Board Meeting Minutes**

**February 13, 2024**

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

Holly Kessler, Chair  
Isabel A. M. Cole, Member  
Jack S. Eng, Member  
Cheryl Carlson, Assistant Chief IAJ, for Anita Booker-Hay  
Bob Liston, 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 February 6, 2024 Board Meeting Minutes were approved.

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

**Personnel Update:** Christy reported Haylee Smith will promote to LA4 in Review on March 18, 2024; the LA3 recruitment to fill behind Haylee closes on February 25; an AC recruitment opens on February 16; and IAJ4 interviews take place this week.

**Stakeholder Meeting:** We discussed the agenda.

**Management Update:** Cheryl reported on a new CRSA guide, PPFOS on cases in New Appeals, CLE credits for new judge training, and efforts to work on BAIS data to streamline migration to the new case management system. Christy reported we received Department of Health's Zo8 wellness award (kudos to Ann Bartholomew for tracking the necessary data and submitting the application); and on Thursday we'll get more information from State Human Resources on an upcoming executive order regarding equity requirements for recruitments. Bob reported on fiscal notes. Brian reported on a tort claim and a superior court appeal about Zoom recording of BIIA events.

**Public Comment:** None.

**Adjournment:** There being no further business to discuss, the meeting was adjourned at 9:50 a.m.

Respectfully submitted,

/s/

Jay Raish,  
Confidential Secretary