



Board Meeting Minutes

July 15, 2025

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

Holly Kessler, Chair
Isabel A. M. Cole, Member
Bob Battles, Member
Bob Liston, Chief, Administrative Services
Christy Sterling, Human Resources Manager
Brian Watkins, Chief Legal Officer
Jay Raish, Confidential Secretary

Excused absence: Anita Booker-Hay, Chief Industrial Appeals Judge

Changes to Agenda: None.

Approval of Minutes: The July 8, 2025 Board Meeting Minutes were approved.

Management Update: Christy reported Maggie McDonald's last day was July 9; State HR is preparing for the employee survey; and the Diversity Committee would like to give a veteran's coin to our BIIA veterans in recognition of Veteran's Day. This was unanimously approved. Bob reported we hired a DocuSign expert, Joseph Andrito, to help with BAMS.

Hiring Freeze Exceptions: It was unanimously approved to hire an LA3 to fill behind Maggie McDonald; a non-permanent 6-month LA2 to fill behind a scheduler on leave; and a non-permanent Legal Office Assistant in New Appeals for up to 12 months.

BAMS/Delaney Succession Plan (IT Staffing): This matter is TICKED to the July 22, 2025 Board Meeting to discuss what training is needed for our IT staff before the end of the 90-day warranty period. We also have Delaney contracted for a one-year enhancements and operations period.

Adjournment: There being no further business to discuss, the meeting was adjourned at 10:19 a.m.

Respectfully submitted,

/s/

Jay Raish,
Confidential Secretary