



Board Meeting Minutes

August 5, 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
Anita Booker-Hay, Chief Industrial Appeals Judge
Bob Liston, Chief, Administrative Services
Christy Sterling, Human Resources Manager
Brian Watkins, Chief Legal Officer
Jay Raish, Confidential Secretary

Guests: John Hanson Jr., Stu Olson, Joseph Andrito, Brenda Bono

Changes to Agenda: None.

Approval of Minutes: The July 29, 2025 Board Meeting Minutes were approved.

Update re Docusign: Joseph reported the immediate problem was there was a lack of data in UAT for testing templates, so data has been added. Docusign doesn't have the flexibility for the automation we had in the past. More intense customization needs to happen on the Salesforce side. We have the okay from Delaney to create more fields that can automatically add data to templates. The next step is to prioritize what fields to start with.

BAMS/Delaney Succession Plan (IT Staffing): John reported Lisa and Walter are already well into working on the template automation. Having access to the Delaney specialists was key.

Chrome/Edge Hyperlinks: While staff could change their default browser to Chrome because of BAMS, they would need to remember that much of our intranet (such as time sheets) only works in Edge. IT will send a reminder to staff about how to copy/paste BAMS links to Chrome if they have Edge set as their default browser.

Management Conference Agenda: This matter is TICKED for the August 12, 2025 Board Meeting.

Management Update: Anita reported the judges' union gave some pain points for BAMS and also gave ideas for enhancements. We'll identify some criteria to vet and prioritize the enhancements. There's a sense of frustration because of the lack of automation. Last week we were able to get some things moving, like mediation scheduling. Letha believes we will be up to date with mediation assignments by Thursday. Overtime has been extended through the end of August for professional staff. We are interviewing this week for the temporary

positions in scheduling, and this week we'll schedule interviews for the temporary positions in New Appeals. We'll also review whether assistance is needed in Review. Bob reported on the Legislative Director's meeting yesterday, and we're meeting this week regarding the Olympia move. Christy reported on our salary increase request for hearings judges.

Public Comment: Brenda commented about including Joseph Andrito in the hyperlink discussion in case it has an effect on DocuSign.

Meet New LA3: Welcome to Julie Gonzalez.

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

Respectfully submitted,

/s/

Jay Raish,
Confidential Secretary