



Board Meeting Minutes

September 9, 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
John Hanson Jr., Chief Information Officer
Christy Sterling, Human Resources Manager
Brian Watkins, Chief Legal Officer
Jay Raish, Confidential Secretary

Guest: Brenda Bono

Changes to Agenda: None.

Approval of Minutes: The September 2, 2025 Board Meeting Minutes were approved.

Staff Updates: This matter is TICKED for the September 16, 2025 Board Meeting.

SEOC Foundations for Executive Officials: John Hanson Jr. will attend.

Classification and Compensation Needs Assessment: It was approved for submittal to State HR.

Management Update: Christy reported:

- Regarding Your Washington, there will be a new question on the employee engagement survey; if the employee answers "yes" to being public-facing, there will be further questions with open text boxes
- Regarding the equity Executive Order, the Office of Equity just finalized the two competencies agencies are required to use: the ability to take action to learn and grow and the ability to take action to meet the needs of others. These will be added to future recruitment announcements, position description forms, and evaluation forms.
- WaTech developed a new AI policy; if any agency wants to implement AI they have to give six-month notice to unions.
- There is a UMCC meeting with WFSE on September 15 and a LMCC meeting with the AIAJ on September 19.

Anita reported:

- Mediation equalization has occurred.
- There was a large WISHA case that was going to be scheduled for six weeks of hearings and that is being settled.

- Regarding mailing to L&I, we discussed whether L&I can be added as a party rather than using the Y attribute. The problem when you add L&I as a party is the mailing through regular mail doesn't get addressed as quickly at L&I. Anita will investigate whether the Y attribute should/can be defaulted to "yes."
- We discussed whether L&I litigation specialists are having difficulty receiving notice. They are added as a party; if we're advised that someone claims they didn't receive notice, we will address it in that docket.
- We are working on a naming convention for files in BAMS.
- Ann Dodge is reviewing the CABR to make sure Delaney is building it based on the correct information.

John reported:

- We have a meeting with WaTech on September 17 to get information about MS Teams Telephony.
- We met with some members of L&I IT to talk about the technical issue of transmitting information to L&I (what we call the L&I extract). They will have to make some changes on their end, such as increased number of characters for docket numbers. On our side, we haven't been able to get the information out of BAMS in the same way we did in BAIS, due to BAMS being a hierarchical model. We have asked for this to be a training item with Delaney.

Brian reported we met with the L&I claims consultants last week:

- L&I isn't getting timely notice of conferences, and it's because of the lag in getting paper items scanned.
- Cindy Morgan reminded judges to call the litigation specialist, not the program manager, for pro se CRSA conferences.
- Brian asked Letha to work up a possible workaround for getting timely information to L&I. One idea is to send a weekly list to them.
- Beth is working on an issue where the new appeals cover sheet was going to the wrong mailstop.

Public Comment: None.

Adjournment: There being no further business to discuss, the meeting was adjourned at 10:07 a.m.

Respectfully submitted,

/s/

Jay Raish,
Confidential Secretary