



# WASHINGTON STATE LEADERSHIP BOARD

RECOGNIZING LEADERS. CULTIVATING LEADERSHIP.

## Special Board Meeting Agenda

November 8, 2022 | 11 AM – 1 PM

Timberland Regional Library Meeting Room  
313 8<sup>th</sup> Avenue SE  
Olympia, WA 98501

ZOOM LIVESTREAM WEBINAR

<https://zoom.us/j/96451988092?pwd=alMxUkNsRXVCUFY4UFVuM3BDQXFvQT09>

Passcode: 744352

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### 1. WELCOME

- 11:02 AM
- President Bright called the meeting to order.

### 2. ROLL CALL OF OFFICERS

- Dale Bright, President
- Senator Claire Wilson, Ex Officio
- Mark Gjurasic, Director
- Chester Baldwin, Chair of Board Governance Committee
- Dallas Roberts, Lt. Governor Chief of Staff
- Mary Cadera, Treasurer
- Olivia Sarriugarte, At-Large
- Drew Johnston, Director
- Vivian Song Maritz, Director
- Kate Reynolds, Executive Director of Executive Ethics Board
- Kristin Lamson, WSLB assigned Assistant Attorney General
- Colin Pierce, Vice President, and Chair of Washington World Fellows Committee
- Brian Moreno, Director
- Tiffany Turner, Director
- Conner Huey, Secretary
- John Shields, Chair of Compassion Scholars Committee
- Audrey Baker, WSLB Staff
- Claire Muehleisen, WSLB Staff

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- Amy Ubungen, WSLB Staff

### 3. PRESIDENT'S REMARKS

- President Bright welcomed all attendees and asked Kate Reynolds to proceed with the Ethics in Public Service training.

### 4. BUSINESS

#### i. Trainings

##### 1. Ethics in Public Service

- Conducted by Kate Reynolds, Executive Director of Executive Ethics Board

##### 2. Public Records Act (PRA) & Open Public Meetings Act (OPMA)

- Conducted by Kristin Lamson, WSLB assigned Assistant Attorney General

#### ii. Staff

##### 1. Audrey Baker, WSLB Director of Operations & Development employment contract

- President Bright motioned to renew Audrey Baker's employment contract for one year.
- Motion: Mary Cadera
- Second: Mark Gjurasic
- No Discussion
- Ayes have it, motion carries.

#### iii. Committee Updates & Recommendations

##### 1. WA World Fellows Committee

- President Bright asked if there were any updates to the Global Services Contractor (Cesar Martinez-Lorenzo) contract.
- Colin Pierce motioned for Amy Ubungen to remain the signatory on the Global Services Contractor contract until an Executive Director is onboarded.
- Second: John Shields
- No discussion
- Ayes have it, motion carries.

##### 2. Honors Committee

- Update

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- i. Julia Colson, 2022 Washingtonian of the Year
  1. Program Director, Seattle/King County Clinic
    - President Bright requested a motion to accept Julia Colson as the Washingtonian of the Year.
    - Motion: Olivia Sarriugarte
    - Second: John Shields
    - No discussion
    - Ayes have it, motion carries.
  - ii. ANEW, 2022 Organization of the Year
    - President Bright asked for a motion to accept ANEW as the Washington Organization of the Year.
    - Motion: John Shields
    - Second: Senator Claire Wilson
    - Discussion: President Bright reviewed the nomination of ANEW and provided a description and background of the organization.
    - Ayes have it, motion carries.
- iv. Physical Office Space
  1. Exceeds \$10,000 spending authority limit
    - President Bright asked for motion for WSLB staff to pursue a lease for office space at 1500 Jefferson building in Olympia, WA exceeding \$10,000 a year.
    - Vote
      - Motion: John Shields
      - Second: Colin Pierce
      - No discussion
      - Ayes have it, motion carries.
- v. [General Records Retention Schedule](#) Adoption
  - President Bright requested a motion to adopt the General Records Retention Schedule as presented by the WSLB Staff.
  - 1. Vote

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- Motion: Olivia Sarriugarte
- Second: John Shields
- No discussion
- Ayes have it, motion carries.

## vi. Policies

### 1. COVID-19 vaccination as condition of employment

- Discussion: President Bright requested Audrey Baker to provide clarification on the COVID-19 policy.
- Audrey Baker proceeded to explain that the statewide emergency declaration was rescinded on October 31, 2022. State agencies must decide independently if they will continue to require the COVID vaccination as a condition of employment.
- Colin Pierce motioned to require the COVID-19 vaccination as a condition of employment at the WSLB.
- Second: Olivia Sarriugarte
- No discussion
- Ayes have it, motion carries.

## vii. Regular Board Meeting Schedule

- President Bright called for adoption of a regular board meeting schedule as presented.

February 8, 2023 // 11AM-1PM

May 10, 2023 // 11AM-1PM

August 9, 2023 // 11AM-1PM

November 8, 2023 // 11AM-1PM

- Motion: Olivia Sarriugarte
- Second: John Shields
- No discussion
- Ayes have it, motion carries

## 5. GOOD OF THE ORDER

No good of the order.

## 6. PUBLIC COMMENT

- a. Online form submissions
  - i. None.

## 7. CLOSING REMARKS AND ADJOURNMENT

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- President Bright thanked everyone for their attendance.
- Meeting adjourned 1:10 PM.

*Conner Huey*

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Conner Huey, WSLB Secretary

*Dale Bright*

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Dale Bright, WSLB President

ORIGINAL