



2 December 2024

All Productivity Board Members

**GENERAL PRODUCTIVITY BOARD (PB) MEETING**  
**HELD WASHINGTON STATE LIBRARY – 2 December 2024**

**ATTENDEES:**

Chair: Amanada Doyle (non-voting)	Mandeep Kaundal
Mia Navarro (non-voting)	Shad Bell
Miranda Cavender (non-voting)	Jen Gilliard (absent)
Pete Kmet	Greg Mennegar
Ashley Fueston	Charlie Boisner
Sybill Hyppolite	Kirk Kirkland
Shelby Saylor	TVW
David Junius	

**INTRODUCTORY REMARKS**

The meeting was called to order at 1003 hrs.

<b><i>DISCUSSIONS</i></b>	<b><i>ACTION BY</i></b>
<b><u>CHAIR WELCOMED ALL MEMBERS</u></b> Introductions and round table, Board Chair thanked all members for their support and participation.  Roll call, quorum established.  Minutes from previous meeting approved.  <b>MOTION CARRIED</b>	<b><i>Chair</i></b>  <b><i>Chair</i></b>  <b><i>Pete Kmet</i></b>

DISCUSSIONS	ACTION BY
<b>OLD BUSINESS/REPORTS</b>	
<p>Activity Report</p> <ul style="list-style-type: none"> <li>Staff summarized the report <ul style="list-style-type: none"> <li>Provided updates about suggested WAC updates</li> <li>Work continues on Submission portal <ul style="list-style-type: none"> <li>Expected implementation Feb-March</li> </ul> </li> <li>Innovations in State Government - Feb 25, 2025</li> <li>Daily suggestion rate is declining</li> <li>Decrease in volume of suggestions being monitored</li> <li>Discussion on when program achieves cost recovery <ul style="list-style-type: none"> <li>June is expected date</li> </ul> </li> <li>Discussion reporting to the Leg &amp; what the Gov's budget will look like <ul style="list-style-type: none"> <li>Expecting in Mid-December</li> </ul> </li> </ul> </li> </ul>	<b>PB Staff</b>
<p>Terms of Reference</p> <ul style="list-style-type: none"> <li>Questions on adding a review period <ul style="list-style-type: none"> <li>Suggest every 2 years</li> </ul> </li> <li>Amanda Motioned to approve terms of reference <ul style="list-style-type: none"> <li>Mandeep second</li> <li>Motion passed at 10:24am</li> </ul> </li> </ul>	<b>Amanda Doyle/Mandeep Kaundal</b>
<p>Calculated Savings &amp; Proposed Policy</p> <ul style="list-style-type: none"> <li>PB Staff provided update about proposed rules and new policies <ul style="list-style-type: none"> <li>PB staff will reach out to AGO on limits for multiple \$200 recognition awards</li> <li>Discussion about follow-up on implementation of suggestions and if there is the authority to have accountability for agencies <ul style="list-style-type: none"> <li>The board would like PB staff to work on making this policy</li> <li>Discussion to make it a rule without having to make legislative changes</li> </ul> </li> </ul> </li> </ul>	<b>PB Staff</b>
<p>Multi-Agency Suggestions</p> <ul style="list-style-type: none"> <li>PB Staff went over memo sent to the Board outlining current policies on handling this situation <ul style="list-style-type: none"> <li>Board feedback on some of the language</li> </ul> </li> </ul>	

DISCUSSIONS	ACTION BY
<p><b>NEW BUSINESS/REPORTS</b></p> <ul style="list-style-type: none"> <li>• RCW Amendment (increasing award amount) <ul style="list-style-type: none"> <li>○ Discussion on pushing that into next session</li> </ul> </li> <li>• Policy Proposal <ul style="list-style-type: none"> <li>○ Public comment <ul style="list-style-type: none"> <li>▪ Allow 15 min for public comment that a certain point in the meeting</li> <li>▪ At discretion of the board</li> <li>▪ 2 minutes per person</li> <li>▪ Members do not respond or make comments of their own</li> <li>▪ Overview guidelines and concerns of ill-intent commentators</li> <li>▪ Suggested written materials</li> <li>▪ More policing ability on zoom</li> <li>▪ Chair’s responsibility to determine</li> <li>▪ Tabled till next meeting</li> </ul> </li> <li>○ Change in eligibility Review <ul style="list-style-type: none"> <li>▪ PB Staff overviewed policy on who is eligible for consideration and adoption</li> <li>▪ 11:33 AM Shad motioned to pass policy proposals; Mandeep second; motion passed</li> </ul> </li> </ul> </li> <li>• Requirements for Agency Evaluations <ul style="list-style-type: none"> <li>○ Include cost-benefit analysis for approvals</li> <li>○ Board asks if PB staff would get feedback from coordinators on what they would like or dislike <ul style="list-style-type: none"> <li>▪ Potentially more cumbersome for coordinators and takes longer to process evaluations</li> <li>▪ PB staff will provide updates</li> </ul> </li> </ul> </li> <li>• Voting <ul style="list-style-type: none"> <li>○ Adopts (3) <ul style="list-style-type: none"> <li>▪ 2410000 (on hold) <ul style="list-style-type: none"> <li>• Not approving</li> <li>• Remove from adopt recommendations</li> <li>• Staff will come back with additional information</li> </ul> </li> <li>▪ Pete Motioned to approve recommended adopts</li> <li>▪ 2410074</li> <li>▪ 2410088 <ul style="list-style-type: none"> <li>• Shad second; 11:48 motion to approve passes</li> </ul> </li> </ul> </li> <li>○ Non-adopts</li> </ul> </li> </ul>	<p><b>PB Staff</b></p> <p><b>Shad Bell/Mandeep Kaundal</b></p> <p><b>PB Staff</b></p> <p><b>Pete Kmet/Shad Bell</b></p>



<ul style="list-style-type: none"><li>▪ 2410040<ul style="list-style-type: none"><li>• Motion by Pete to remove from non-adopts and table to next meeting<ul style="list-style-type: none"><li>○ Ashley Second; motion passed at 12:06pm</li></ul></li><li>• Discussion about changing this to modify-adopt</li></ul></li><li>▪ Pete motion to approve the recommended non-adopt<ul style="list-style-type: none"><li>• Ashley second; motion carries at 12:08pm</li></ul></li><li>○ Discussion about TIP suggestion 2430001<ul style="list-style-type: none"><li>▪ PB staff provided overview of project and recommended adopt<ul style="list-style-type: none"><li>• Pete motioned to approve<ul style="list-style-type: none"><li>○ Mandeep seconded; Motion carries at 12:13pm</li></ul></li></ul></li></ul></li><li>• Public Comment</li><li>• No award recipients attended. No awards presented.</li></ul>	<p><b><i>Pete Kmet/Ashley Fueston</i></b></p> <p><b><i>Pete Kmet/Ashley Fueston</i></b></p> <p><b><i>Pete Kmet/Ashley Fueston</i></b></p>
<p><b><u>NEXT MEETING SCHEDULE</u></b> February 27, 2025 – 10 AM - Noon</p>	

**ADJOURNMENT**

There being no further business to discuss, the CHAIR adjourned the meeting.

Time of adjournment 1216 hours.

A handwritten signature in black ink, appearing to read "Greg Mennegar".

***Greg Mennegar***

Greg Mennegar  
Productivity  
Board Manager  
Office of the Secretary of State  
Date: 19 December, 2024