



(Secretary)

30 May 2024

All Productivity Board Members

**GENERAL PRODUCTIVITY BOARD (PB) MEETING**  
**HELD LEGISLATIVE BUILDING – 30 MAY 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 (staff)
Ashley Fueston	Liz Morris (absent)
Sybill Hyppolite	Kirk Kirkland (staff)
Dave Junius (staff)	Shelby Saylor (staff)

**INTRODUCTORY REMARKS**

A motion to call the meeting to order was made at 1pm hrs. was ordered. The motion was put forward. **MOTION CARRIED.**

<b><i>DISCUSSIONS</i></b>	<b><i>ACTION BY</i></b>
<p><b><u>CHAIR WELCOMED ALL MEMBERS</u></b></p> <p>The chair welcomed members and staff and started introductions of herself, PB members, and staff.</p> <p>Established quorum and agenda was approved.</p>	<p><b>Chair</b></p>





**NEW BUSINESS**

**Board Report**

- Reviewed the rate of suggestions and how they peaked in Feb and March and decreased in April and May.
- Discussion about updating policies for the appeals process. PB staff.

**Reviewing Suggestions**

- The PB staff are working toward a software update which will result in a more efficient process for tracking suggestions.
- Discussed changes to suggestions since the previous report was sent. Suggestions were changed to a recognition award because it was more appropriate.
- Discussion on non-adopt suggestions and how the Board or PB staff provide feedback to suggesters.
- PB staff talked about not offering specific feedback to avoid making suggestions for people.
- Some board members advocated providing constrictive feedback to avoid missing out on good suggestions.

**Further discussion about non-adoptions**

- Some of the scope on the non-adopts were too small and could be applied state-wide.
- Discussion about best policies around suggestions that have previously been suggested and conversation referenced providing feedback to people.
- Feedback is up to the agency to provide, and the PB staff does not provide additional feedback.
- The board can also provide feedback on suggestions.
- PB staff advised the board that if they need further clarification on reports to reach out.



- Motion passed to adopt based on recommended award.
- Non-adopts were tabled for the next meeting.
- Voted on suggestions from Nathan Wilson (DOC) and David Halpern from (Parks & Recreation).

**Board**

NEW BUSINESS/DISCUSSION

- Discussed the number of required meetings.
- Set next meeting to be 22 August.
- Reviewed dates to report to code revisor.
- Discussed teams' channel and OSOS emails for board members.
- Reviewed assignments for reviewing suggestions for next board meeting.

ROUND TABLE

- Establish rules and procedures to have as an SOP and to establish points of contact and flow of information for the board.

CLOSING REMARKS

- Reviewed next meeting and future ones.
- No decisions were made beyond 22 August.

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**ADJOURNMENT**

There being no further business to discuss, the CHAIR made a motion to adjourn. The motion was seconded. **MOTION CARRIED.**

Time of adjournment 2:51 hours.

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

Greg Mennegar  
Productivity Board Manager  
Office of the Secretary of State  
Amended: 09/16/2024