



27 February 2025

All Productivity Board Members

**GENERAL PRODUCTIVITY BOARD (PB) MEETING  
 HELD WASHINGTON STATE LIBRARY – 27 February 2025**

**ATTENDEES:**

Chair: Amanada Doyle (non-voting)	Cheryl Sparkuhl
Mia Navarro (non-voting)	Todd Steben
Ashley Fueston	Lenne Otto
Mandeep Kaundal	Caitlin Clark
Shad Bell	Manny Choi
Jen Gilliard	Francisco Robledo
Greg Mennegar	TVW
David Junius	

**INTRODUCTORY REMARKS**

The meeting was called to order at 10:02 hours.

<b>OPENING REMARKS</b>	<b>ACTION BY</b>
<p><b>CHAIR WELCOMED ALL MEMBERS</b>            Welcome</p> <p>Roll call, quorum established.</p> <p>Minutes from the previous meeting approved.</p> <p>Public Comment            Amanda shared guidelines for Public Comment going forward:            2-minute time limit, no question and answer discussion with board, state your case with missing details or submit a appeal.</p> <p><b>MOTION CARRIED</b></p>	<p><b>Chair/Amanda Doyle</b></p> <p><b>Ashley Fueston/Mandeep Kaundal</b></p>



<b>DISCUSSIONS</b>	<b>ACTION BY</b>
<p><b><u>OLD BUSINESS/REPORTS</u></b></p> <p><u>Activity Report</u></p> <ul style="list-style-type: none"> <li>No suggestions submitted</li> <li>Outreach of our department is scaled back since we have been at 50% staffing</li> <li>There was a ceremonial presentation with Hobbs</li> </ul> <p><u>Terms of Reference Finalized</u> Board received handout</p> <p><u>Update on Suggestion 2410040</u> Non-adopt</p> <p><u>Multiple Recognition Awards</u> No limit to receiving multiple awards Shad Bell asked for clarification regarding the \$200 award. Greg stated it is under the agency's discretion. <b>*Asked to table this until our new policy specialist is hired.</b></p> <p><u>Follow up on "double-dipping"</u> Memorandum from 24 December 2024.</p> <p><u>Follow up on multi-agency suggestion policy</u> <b>*Asked to table this until our new policy specialist is hired.</b></p> <p><u>Follow up on calculated savings &amp; results tracking</u> Clarification: it's okay to approve prior to tracking <b>*Asked to table this until our new policy specialist is hired.</b></p> <p><u>Follow Up on Public Comment Policy</u> <b>*Asked to table this until our new policy specialist is hired.</b></p>	<p><b>PB Staff/Greg Mennegar</b></p>
<p><u>Survey regarding evaluation requirements</u> Survey requested by the board. The survey sent to 100 coordinators. Received 24 responses. The first part of the survey regarding doing cost analysis reports, 7 stated it was a burden on the evaluator to complete, 11 stated it was a reasonable request &amp; 6 responded "other". The second part of the survey proposed rule change and 23 agreed &amp; 1 didn't answer -they didn't have enough information.</p> <p>Greg met with the Governor's office &amp; Kathleen Drew from OFM to make sure they know about the productivity group and the offices will share information.</p>	<p><b>David Junius</b></p> <p><b>Greg Mennegar</b></p>



<b>DISCUSSIONS</b>	<b>ACTION BY</b>
<p><b><u>NEW BUSINESS/REPORTS</u></b></p> <ul style="list-style-type: none"> <li>• Voting “adopts” and “non-adopts”               <ul style="list-style-type: none"> <li>• There were no ESP submissions to adopt.</li> <li>• Lottery Commission is up for a TIP Award.</li> <li>• Greg shared the award results based on an 8-month review. The group can re-submit for additional monies with more results.</li> <li>• Todd Steben with Lottery Commission shared how the project got started.</li> <li>• Non-adopts: 2410040, 2410062, 2410074, 2410078, 2410085, 2410095, 2410096, 2410099, 2410100, 2410103</li> </ul> </li> </ul> <p>Board Presented Todd Steben &amp; Lenne Otto with the Lottery Commission with their Certificate of Achievement for the TIP Award.</p> <p><b><u>CLOSING REMARKS</u></b></p> <p>Thank you for joining us today! Congratulations again to the Lottery Commission on your TIP Award!</p> <p>Move to adjourn. The meeting was adjourned at 10:43 Hours.</p> <p><b><u>NEXT MEETING SCHEDULE</u></b>            May 29, 2025 – 10 AM – Noon</p>	<p><b>PB Staff/Greg Mennegar</b></p> <p><b>Mandeep Kaundal/Shad Bell Approved</b></p> <p><b>Shad Bell/Mandeep Kaundal Approved</b></p> <p><b>Mandeep Kaundal/Ashley Fueston Approved</b></p>

*Cheryl Sparkuhl*

Cheryl Sparkuhl  
 Program &  
 Event Specialist  
 Office of the Secretary of State  
 Date: 27 February 2025