



# Meeting Minutes

## LEOFF I Disability Board

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Carl Watts  
360.753.8305

---

**Monday, June 11, 2018**

**5:30 PM**

**Room 112**

---

**1. CALL TO ORDER**

Chair Cooper called the meeting to order at 5:30 p.m.

**1.A ROLL CALL**

**Present:** 4 - Chair Jim Cooper, Vice Chair Jessica Bateman, Boardmember Jack Seward and Boardmember Caleb Martin

**Excused:** 1 - Boardmember Russ Gies

**2. OTHERS PRESENT**

Joe Olson, HR Director  
Carl Watts, Personnel Analyst

**3. APPROVAL OF MINUTES**

**3.A** [18-0569](#) Approval of May 14, 2018 LEOFF 1 Disability Board Meeting Minutes

**The minutes were approved.**

**4. BUSINESS ITEMS**

**4.A** [18-0570](#) 2018 LEOFF 1 Disability Board Policies and Procedures Manual Update

Staff will incorporate all revisions into the 2018 LEOFF 1 Disability Board Policies and Procedures Manual for adoption at the next meeting. A copy of the current policy will also be provided for comparison purposes.

**The revisions to the policies and procedures were approved unanimously.**

**5. REPORTS**

**5.A** [18-0568](#) The April 2018 LEOFF Disability Board Expense Report

**The report was received.**

**6. ADJOURNMENT**

The meeting was adjourned at 6:07 p.m.

