

**ORIENTATION MEETING MINUTES  
BOARD OF PERSONNEL APPEALS  
Via Zoom  
February 23, 2021  
1:00 p.m. to 2:30 p.m.**

**Call to Order – Introduction of Board & Staff Members Present: (00:00)**

**Members Present:**

Brian Hopkins, Board Chair  
Jenny Stringer, Management Member  
Stacey Yates, Labor Member

**Alternate Members Present:**

Katie Nordstrom, Alternate Management

**Staff Present:**

Haley Nelson, Board Attorney  
Amber Carpenter, Compliance & Investigation Bureau Chief  
Theresa Sroczyk, Dispute Resolution Section Manager  
Max Hallfrisch, Mediator  
Dave Luckey, Mediator  
Wendy Jackson, Mediator  
Jacquie Haney, Board Secretary

**Board Member Orientation (00:16):**

Theresa Sroczyk welcomed the new members to the Board and stated the purpose of the meeting is for orientation for the new Board members. Board members and Staff were introduced, and Ms. Sroczyk opened the meeting with a review of the practical board matters including meeting times and dates, attendance, travel vouchers/timesheets, and distribution of case information.

Board Attorney Nelson presented continued discussion of the Open Meeting Laws noting requirements of a quorum, public notice of the meetings, opportunities for public comment, and recording the meetings. She reminded everyone that the Board of Personnel Appeals (BOPA) is a Quasi-Judicial Board and spoke about the functions of the board in relation to the types of cases heard, standards of review, how to make a motion, touched on the new BOPA Rules, and summarized the orientation in the form of tips for the Board Members.

**Meeting adjourned. (1:29:17)**