



STATE OF WASHINGTON
— OFFICE OF GOVERNOR JAY INSLEE —

EXECUTIVE ORDER 23-01

**REAFFIRMING THE INTERAGENCY COMMITTEE
OF STATE EMPLOYED WOMEN**

WHEREAS, it has been the policy of state government to provide equal opportunities to all state government employees; and

WHEREAS, women employed in state government experience unique and special issues involving working conditions and accessing employment and leadership opportunities; and

WHEREAS, the Interagency Committee of State Employed Women (“Committee”) has provided leadership, mentoring and networking opportunities for women in state government and has identified the continuing needs of state employed women; and

WHEREAS, it is good public policy to enhance the opportunities that allow women to fully participate in the state government workforce. Executive Order 89-09 established the Committee, but it included certain restrictions that limited the participation of women from certain small agencies within the work of the Committee; and

WHEREAS, in 2016, with Executive Order 16-04, I reaffirmed my support of the Interagency Committee of State Employed Women and recognized the need for greater representation of women in state government. But there are now again opportunities to update the Committee to meet today’s needs.

NOW, THEREFORE, I, Jay Inslee, Governor of Washington State, by virtue of the authority vested in me, again do hereby reaffirm the establishment of and need for the Interagency Committee of State Employed Women.

A. DUTIES

1. The Committee shall examine and define issues pertaining to the rights and needs of women employed in state government and make policy recommendations to the Governor and state agencies with respect to desirable changes in programs, policies, and laws, especially in the areas of education, training, career development, and other conditions of employment.
2. The Committee shall also advise state agencies on the development and implementation of comprehensive and coordinated policies, plans and programs focusing on the special issues and needs of women in state government.
3. Each executive cabinet and small cabinet agency shall provide appropriate and

reasonable resources to the Committee as needed in order that the Committee may carry out this Executive Order. Appropriate and reasonable resources shall include but not be limited to granting their members reasonable accommodation to attend Committee meetings and events; and providing, as necessary and available, office supplies, distribution capabilities, and meeting facilities for Committee work.

4. Participation in the Committee is open to all current state employees. To ensure effective and efficient operations of the Committee and to provide the best possible work environment, agencies will inform new employees about the Committee, and shall discuss work expectations and reasonable access for those who are interested in participating. Participation in the Committee is work-related, and agencies should support reasonable requests from employees to participate.
5. The Committee shall establish bylaws that detail the requirements of conducting business. Bylaws shall outline membership requirements, leadership requirements, and decision-making processes.

B. COMMITTEE MEMBERSHIP

1. Committee membership is open to all state employees interested in promoting the Committee's values, principles, goals, and activities.
2. In addition to a chair, Committee leadership, at a minimum, shall include a vice chair, a treasurer, and a secretary appointed per Committee bylaws. The Committee shall determine whether to create additional leadership positions.
3. Each executive cabinet or small cabinet agency shall provide appropriate and reasonable resources to Committee members to participate in the Committee and associated activities. This includes reasonable accommodations for employees with disabilities to attend meetings and events during work time, and as necessary and available, office supplies, distribution capabilities, meeting spaces and facilities, reasonable storage space for promotional materials, and teleconferencing technologies for the Committee's work.
4. The Committee shall put forth names to the Governor for consideration as the chair. The Governor shall then appoint the chair from the list of names submitted and the chair shall serve at the Governor's pleasure. Committee meetings shall be at the call of the chair or a majority of Committee members.

C. STAFF

1. The Governor's Office shall designate one of the Governor's Executive Policy Advisors as its Committee liaison and staff person.
2. The Committee shall have the authority to receive such gifts, grants and endowments from public or private sources as may be made from time to time or otherwise for the

