

# **Productivity Board Meeting Minutes**

February 4, 2005

## **WELCOME & INTRODUCTIONS**

Brian Sonntag, Washington State Auditor, called the meeting to order at 10:00 a.m. and welcomed all in attendance, and began introductions.

## **ATTENDANCE**

**Board Members present:** Brian Sonntag, Kathleen Brockman, Rob Fukai, Mike Kerschbaum, George Masten, Wanda Riley, Joyce Turner and Scott Turner.

**Board Members absent:** Sam Reed, Secretary of State and Terry Teale.

**Staff present:** Josi Brooks, Chana Clark, Lonni Rickard and Tracy Workman.

**Guests Present:** Raymond P Alvarado, Lynnette Cody, John Ellsworth, Frank Fenneroy, Myrna Pett, Elizabeth Ann Roseth, and Carolyn Symons Board of Industrial Insurance Appeals.

## **APPROVAL OF MINUTES**

The Board moved, seconded, and voted unanimously to approve the Jan. 7, 2005 minutes as written.

## **MONTHLY UPDATE**

Tracy Workman reported PSRW Committees are up and running with the Longevity Committee sending out letters to agencies who have employees with 35, 40, 45, or more years of classified service. So far, the Extra Mile Committee has received over 50 nominations from a variety of agencies to include state, Military, and Higher Education.

Tracy reported that Chana Clark met with the Tacoma Community College (TCC) group who are planning their PSRW for May 2, 2005, and that the TCC Group is very excited about this.

Chana is also working with Washington State University to plan a State Employees Day with the Cougars. Target date is May 1<sup>st</sup> against rival University of Washington.

Tracy informed the Board that the PSRW Committee has chosen "Above and Beyond" as the theme for this year's Event in Olympia. This theme will also be carried over into the Poster Contest.

Invitations for the Innovations in State Government awards ceremony were mailed out. The ceremony is scheduled for March 16 2005, from 11:30 a.m. – 1:00 p.m., and will be held in the Capitol Rotunda.

Tracy reported that for February Leadership Thurston County, the subject was Education Day. Her group visited the New Market School, while others went to St. Martins, Komachin Middle School, McLane Elementary, and the Lacey Library, where home schooling was discussed. Tracy reported the day was very informative.

### **TEAMWORK INCENTIVE PROGRAM – APPLICATION**

Lonni Rickard gave a brief overview of this application, and Kathleen Brockman and Joyce Turner each said they concurred with staff recommendations. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

Members of the TIP Team were in attendance, and Brian congratulated and presented each with a certificate, then a group picture was taken.

### **EMPLOYEE SUGGESTION ADOPTS**

Kathleen Brockman reviewed and concurred with the agency and staff recommendation. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

### **MULTIPLE AGENCY SUGGESTIONS**

Kathleen Brockman reviewed and concurred with the agency and staff recommendation. It was moved, seconded, and *the Board voted unanimously to accept the agency and staff recommendations.*

### **EMPLOYEE SUGGESTION NON-ADOPTS**

Joyce Turner reviewed, and concurred with staff non-adopt recommendations. It was moved and seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

### **GA AGENCY UNIQUE SUGGESTION PROGRAM ANNUAL REPORT**

Tracy Workman presented the board with statistics from the Agency Unique Program for 2004. *The board voted unanimously to recertify GA's Agency Unique Program.*

**OTHER BUSINESS**

Brian touched briefly on the ongoing justification that the Productivity Board seems to be in once again, and said this Board provides a much needed service to the state employees. He urged those in attendance to support the cause of keeping the Productivity Board up and running.

**NEXT BOARD MEETING**

The next Board meeting is scheduled for March 4, 2005 in the Office of the Secretary of State, Legislative Building from 10:00 – 11:00 AM.

***Reminder:*** The reviewers for March are Sam Reed and Scott Turner.

**ADJOURNMENT** –There being no further business, the meeting was adjourned at 10:35 a.m.

Respectfully submitted,

TRACY N. WORKMAN  
Productivity Board Manager  
TW/jb 2/4/05