

Productivity Board Meeting Minutes
August 5, 2005

WELCOME & INTRODUCTIONS

Secretary of State Sam Reed called the meeting to order at 10:00 a.m. and welcomed all in attendance, and began introductions.

ATTENDANCE

Board Members present: Sam Reed, Linda Villegas Bremer, Kathleen Brockman, Wanda Riley, Terry Teale, and Scott Turner.

Board Members absent: Brian Sonntag, Mike Kerschbaum, and George Masten.

Staff present: Josi Brooks and Tracy Workman.

Guests Present: Luisa McEachern, DSHS/CSO Hqtrs; Molly Hughes, DSHS Employee Suggestion Coordinator; and John McCluskey, DSHS Spokane North CSO

APPROVAL OF MINUTES

The Board moved, seconded, and voted unanimously to approve the July 1, 2005 minutes as written.

MONTHLY UPDATE

Tracy Workman reported that Lonni Rickard is finalizing the 7th edition of the Smart Government newsletter which highlights Chief Batiste of the WA State Patrol. The newsletter also spotlights Linda Villegas Bremer; interviews with innovative suggesters, and an article geared toward the recent interest in the Teamwork Incentive Program. The publication is due out mid August.

Tracy mentioned the handouts in the Board Packets regarding the subject of discussion at the June Board meeting, featuring a flyer with a "real feel". Tracy said that Lonni traveled to Vancouver to interview and photograph David Mueller, an innovative suggester from the Dept of Transportation. Mr. Mueller's story will be used as the August 25 Payday FYI and will also be distributed to other venues as well.

The August 10 Payday FYI will feature Employee's Day with the Seattle Seahawks, highlighting 2 games: one against the Cardinals in September, and the other against the Giants in November around Thanksgiving. Tracy said she hopes for a good turnout for both games.

Tracy went on to report that Productivity Board staff has been working with the vendor who created the Employee Suggestion database to enhance the system in order to generate additional statistical reports. There was some discussion regarding updating the database to reflect the appropriate number of FTE's in each agency. Tracy said she would look into this, and report back.

EMPLOYEE SUGGESTION ADOPTS

Linda Villegas Bremer reviewed and concurred with the agency and staff recommendation, then requested that when a suggestion is to be adopted, and the agency will award internally, that the report does not say \$0.00, but reflect "agency determination", or something along that line so as not to make it look like the suggester would receive nothing. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

MULTIPLE AGENCY SUGGESTIONS

Linda Villegas Bremer 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

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

APPEAL (1) – SUGGESTION #200300149

Linda Villegas Bremer and Wanda Riley reviewed the appeal, and concurred with staff and agency recommendation of non-adopt, as no new relevant information had been brought forward. It was moved, seconded, and *voted unanimously to accept agency and staff recommendation.*

APPEAL (2) – SUGGESTION #200500043

John McCluskey, DSHS, suggester, spoke to his appeal and handed out a timeline to the Board outlining the steps required for signatures on medical documents. He then explained all the steps that take so much time, and said his suggestion would uphold the "sustainability" of the agency. After some discussion, Kathleen Brockman explained to the Board that the application is so large because at the time the original claim is filed, the agency has no idea which benefits will apply to this client.

Luisa McEachern brought forward the Agency's reason for not approving this change and said ITD has worked with DSHS to try and find a way to get this information online, however, due to a loss of clerical support in the field, it would put undue stress and hardship on the remaining

staff, and therefore, the costs associated with this significant change outweigh the benefits of the suggestion.

After further discussion, Linda Bremer said she upheld the agency recommendation of non-adopt, and Wanda Riley concurred. It was moved, seconded and *voted unanimously to accept agency and staff recommendation.*

NEXT BOARD MEETING

The next Board meeting is scheduled for September 2, 2005 in the Office of the Secretary of State, Legislative Building from 10:00 – 11:00 AM.

Reminder: The reviewers for August are Kathleen Brockman (Adopts/Multiple Agency) and Scott Turner (Non-adopts). Both reviewers will also review any appeal that is presented.

ADJOURNMENT –There being no further business, the meeting was adjourned at 10:50 a.m.

Respectfully submitted,

TRACY N. WORKMAN
Special Programs Manager
TW/jb 8/05/05