

NOVEMBER 2008 ADOPTED SUGGESTIONS



HIGHLIGHTED SUGGESTION

To save on the cost of postage, Cheryl Dempsey suggested that the Department of Transportation use 10x13 envelopes instead of 15.5x12 envelopes that they currently use when the mail weighs less than one pound. This simple suggestion will bring the total first-year savings to \$91,412 for the entire agency.

The department enthusiastically adopted this suggestion, and it continues to make the postage information readily available to all mail center employees.



OTHER ADOPTED SUGGESTIONS



Nancy Simmons suggested that the Larch Corrections Center use a community library system instead of the Branch Library Services system within the Washington State Library. This idea will eliminate fees associated with sending books back since they will no longer have to be mailed, saving the Department of Corrections \$1,722.



Charlie Hayes, an Office Administrator with the Employment Security Department, recently recommended that the agency reuse covered trays to send folded letters out to other agencies instead of purchasing new ones. This suggestion will save the department \$600 during the first year.



It was a suggestion as simple as turning out the lights that helped Christopher Calkins save Western State Hospital and the Department of Social and Health Services \$600 during the first year. His idea was adopted and implemented within the hospital, and continues to be researched throughout the agency.



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