

# Productivity Board Meeting Minutes

March 4, 2005

## WELCOME & INTRODUCTIONS

Secretary of State Sam Reed called the meeting to order at 10:04 a.m. and welcomed all in attendance, and began introductions.

## ATTENDANCE

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

**Board Members absent:** State Auditor Brian Sonntag and Terry Teale.

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

**Guests Present:** Dan Speigle, Deputy Secretary of State.

## APPROVAL OF MINUTES

The Board moved, seconded, and voted unanimously to approve the Feb. 4, 2005 minutes as written.

## MONTHLY UPDATE

Tracy Workman reported that Lonni Rickard is doing a fantastic job coordinating the annual Innovations in State Government Awards Ceremony, which is scheduled March 16, 2005 in the Capitol Rotunda. Tracy reports that approximately 100 attendees have responded.

PSRW is moving ahead, with the following events scheduled:

- Olympia; May 4, 2005 – Heritage Park, 11:00 a.m. – 1:0 p.m.
- Spokane, May 4, 2005 – Northwest Museum of Arts and Culture, 12:00p.m. – 2:00 p.m.
- Tacoma; May 2<sup>nd</sup> – Tacoma Community College/Student Center, 3:00 p.m. – 5:00 p.m.
- Vancouver, May 5<sup>th</sup>, 2005 – State Patrol/Department of Transportation Complex, 11:30 a.m. – 1:00 p.m.
- Richland (Tri-Cities): May 12, 2005 – Columbia Park, 5:00 p.m. – 7:00 p.m.

PSRW Co-Chairs Secretary Sam Reed and State Auditor Brian Sonntag attended the February 16, 2005 PSRW meeting, and spoke to the representatives about the importance of PSRW. Praise was given regarding the tremendous participation. A group photo was taken which has appeared in the FTE Publication.

The Seattle Storm has contacted the Productivity Board regarding their participation in their 2<sup>nd</sup> Annual State Employees Day, and is very interested in putting together a package deal similar to the one we had with the Sonics, which would include an autograph session with Sue Bird or Lauren Jackson.

Tracy reported Josi Brooks has continued her work with the 'pending' letters to agencies with outstanding employee suggestion evaluations, and this is proving to be very productive. A good case in point: one agency has cut their pending list in half.

Tracy went on to report on Leadership Thurston County, and said that March 2<sup>nd</sup> was Arts and Culture Day. The class met in the Longhouse at Evergreen State College with a leader from the Chehalis Tribe. Tracy said this was very informative. The class broke off into separate groups, and her group went to DeColores and Orca Book Store. Tracy went on to say that she finds it fascinating to discover "what's in downtown Olympia".

At this time, Sam spoke about "Special Programs" and that change is taking place, and turned the floor over to Dan Spiegel. Dan reported that in an effort to more cohesively band the Special Programs together, he has hired a Manager to 'oversee' all the programs under his auspices. Tracy Workman will now be the Special Programs Manager, and will still be active in the Productivity Board meetings, and still have contact with the Board Members.

### **EMPLOYEE SUGGESTION ADOPTS**

Sam Reed 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**

Sam Reed 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**

Scott 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.*

### **APPEAL (1) – SUGGESTION #200400038**

Sam Reed and Scott Turner reviewed, and Scott moved to uphold the recommendation of non-adopt. It was moved and seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

**OTHER BUSINESS**

Kathleen Brockman mentioned that Molly Hughes has taken Gerry Larson's position as a Productivity Board Coordinator for the Department of Social and Health Services. Her name is Maureen Hughes and she should be visiting staff in the near future.

**NEXT BOARD MEETING**

The next Board meeting is scheduled for April 1, 2005 in the Office of the Secretary of State, Legislative Building from 10:00 – 11:00 AM.

***Reminder:*** The reviewers for April are Sam Reed and Mike Kerschbaum.

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

Respectfully submitted,

TRACY N. WORKMAN  
Special Programs Manager  
TW/jb 3/4/05