

Productivity Board Meeting Minutes

April 1, 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, Brian Sonntag, Kathleen Brockman, Mike Kerschbaum, George Masten, Wanda Riley, Terry Teale, Joyce Turner and Scott Turner.

Board Members absent: Linda Bremer, General Administration.

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

Guests Present: Sid Fulford and Ron Smith, Department of Social & Health Services; and Carolyn Sundby, COP

APPROVAL OF MINUTES

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

MONTHLY UPDATE

Tracy Workman reported the Innovation in State Government Awards Ceremony was held March 15, 2005 in the Capitol Rotunda, and was a huge success. 57 state employees were formally recognized for saving state government more than \$1.2 million in 2004.

The PSRW celebration planning is moving ahead, with the following events scheduled:

- Tacoma; May 2nd – Tacoma Community College/Student Center, 3:00 p.m. – 5:00 p.m. Secretary Reed will be keynote speaker for this event.
- Olympia; May 4, 2005 – Heritage Park, 11:00 a.m. – 1:00 p.m. Brian Sonntag will host this event, and Governor Christine Gregoire will attend as the keynote speaker.
- Spokane, May 4, 2005 – Northwest Museum of Arts and Culture, 12:00p.m. – 2:00 p.m. Secretary Harold W. Clarke of the Dept of Corrections will be keynote speaker.
- Vancouver, May 5th, 2005 – State Patrol/Department of Transportation Complex, 11:30 a.m. – 1:00 p.m. Secretary Reed will be keynote speaker for this event.
- Richland (Tri-Cities): May 12, 2005 – Columbia Park, 5:00 p.m. – 7:00 p.m. Brian Sonntag will be the keynote speaker for this event.

PSRW meetings are now being held twice a month as we near the date for the actual Celebration. Committees are continuing to do a fantastic job. Josi Brooks reported there will be 12 state employees recognized with an Extra Mile Award for outstanding achievements.

Lonni Rickard is doing a great job compiling articles for the May edition of the "Smart Government" newsletter, which will feature Doug Sutherland, Commissioner of Public Lands.

State Employees Day with the Mariners is set for June 4th at 7:04 PM. Flyers have been distributed as a Payday FYI. Tracy reported that if sales were as good as anticipated, there may be another date designated as State employee day.

Along those same lines, the State Employees Day with the WA State Cougars is scheduled for May 1, which will pit the Cougs against rival UW.

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

Mike Kerschbaum reviewed, and concurred with staff non-adopt recommendations. It was moved and seconded, and *the Board voted unanimously to accept agency and staff recommendations, with the following provision:*

Page 5 200400168 SHS **QUESTION:** Has this suggestion been implemented?

ANSWER: The Intake face sheet, or consolidation of staffing forms, is in the hands of the management team for implementation this month.

APPEAL (1) – SUGGESTION #200400122

Sam Reed and Mike Kerschbaum reviewed the agency and staff recommendations. *The Board voted unanimously to pull the suggestion pending further clarification with the following special notation:*

Suggestion# 200021047 SHS **PULLED:** Kathleen Brockman is researching the validity of the suggestion, and the date stamped on the suggestion as opposed to the date the agency began looking into this. She

will also research into whether or not this suggestion falls within the purview of Ron's job. This appeal remains open until further research and discussion.

OTHER BUSINESS

Secretary Reed mentioned the issue with the Productivity Board not being in the Senate's Budget, and said that since Governor Locke eliminated it from his outgoing budget; we have to work to get it replaced.

NEXT BOARD MEETING

The next Board meeting is scheduled for May 6, 2005 in the Office of the Secretary of State, Legislative Building from 10:00 – 11:00 AM.

Reminder: The reviewers for May are Brian Sonntag (Adopts, Multiple Agency) and Kathleen Brockman (Non-Adopt)

ADJOURNMENT –There being no further business, the meeting was adjourned at 10:56 a.m.

Respectfully submitted,

TRACY N. WORKMAN
Special Programs Manager
TW/jb 4/1/05