

**PRODUCTIVITY BOARD**  
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**Public Service Recognition Week (PSRW)**  
**Meeting Minutes**

March 8, 2006

**ATTENDANCE:**

Judith Brainerd, Labor & Industries  
Linda Brock, Liquor Control Board  
Josi Brooks, Secretary of State  
Sandy Brown, Liquor Control Board  
Chana Clark, Secretary of State  
Heidi Ensign, Liquor Control Board  
Michelle Fisher, Social & Health Services  
Paula Gay, Office of Insurance Commissioner  
Bonita Hill, Natural Resources  
Molly Hughes, Social & Health Services  
Suzanne Lewis, Liquor Control Board  
Linnaea Jablonski, Secretary of State

Dawn Cypriano-McAferly, Higher Education  
Coordinating Board  
Donna Perkins, Liquor Control Board  
Kathy Radcliff, Department of Transportation  
Tracy Robinson, Attorney General's Office  
Suzanne Shillander, Department of Health  
Elizabeth Stancil, Department of Licensing  
Jennifer Swidler, Military Department  
Cheryl Thietje, Health Care Authority  
Melissa VanGorkom, Washington State Patrol  
Angella Ward, Fish & Wildlife  
Tracy Workman, Secretary of State

**WELCOME AND INTRODUCTIONS**

Chana Clark called the meeting to order at 9:00 a.m., and welcomed all attendees. Introductions were made for the record.

Chana reported that registration forms are approved and will be sent out electronically by the Productivity Board. The letter from the co-chairs will be scanned with Sam and Brian's signature.

Chana passed the Talent Contest Flyer around and commented that Linnaea has done a remarkable job on the flyer.

Previous discussion involved the new Participant Sign-in, parking passes, and facilities from GA.

Chana also mentioned that the Extra Mile nominees will be notified by the agency AFTER the PSRW events are over.

State Employees Day with the Washington State Cougars is scheduled May 6<sup>th</sup> at 6:00 PM. Chana said we are still waiting for the coupon, and once received, will send it out.

State Employees Day with the Mariners is also May 6<sup>th</sup> at 6:05 PM. The flyer went out with the February 24<sup>th</sup> payroll, and has been distributed to Higher Education.

## **COMMITTEE REPORTS**

### **CELEBRATION COMMITTEE:**

Suzanne Lewis reported that the park permit has been confirmed, and she has been in contact with Larry Kessel.

- Tents – Jennifer Swidler, Military Department, said we'll have enough tents, and possibly more for the event.
- Agency Displays – Are awaiting finalization then electronically sent out. Deadline is set for April 14<sup>th</sup> **without exception.**
- Food - Michelle Fisher she is awaiting a call back from the Washington Potato Commission regarding the chips; Larry Watkinson will supply the hot dogs; Correctional Industries are supplying the cookies, and the committee is contacting the Department of Agriculture and the Department of Health regarding the apples.
- Talent Show – the flyer will be corrected to say that there will be “live” auditions, and reposted on the Secretary of State website. The entry date deadline is April 14 and auditions are scheduled for the week after. Alan Archer, from Eagle 97.7 will be the Talent Show MC and almost all the judges are confirmed.
- Participant Sign-In/Information Booth – Elizabeth Stancil is the contact for this booth.
- Parking – There is also a need for people to “man” the parking areas on 5<sup>th</sup>, and by the restrooms on Water street. The committee recommends using parking passes for the judges and participants in the talent contest.
- Facilities – The committee has spoken to General Administration regarding the stage, podium, etc.
- Mari Coffee and her group are confirmed to sing the National Anthem.
- Agencies will supply their own tables and chairs this year, **this note is on the registration forms.**

### **EXTRA MILE AWARD COMMITTEE:**

Bonita Hill reported agencies are notified of the nominations within their agencies; how many, and if it was an individual, or group nomination. The committee meets on March 29<sup>th</sup>, to make the final 10-15 selections. Once the selections are made, letters go out to the agency directors, informing them of the winners. Bonita reported there are 194 nominations and the committee is on schedule.

### **LONGEVITY COMMITTEE:**

Tracy Robinson reported that they received about 200 recipients for this award, encompassing Longview, Olympia, Ellensburg, and Pullman. Tracy will see if the recipients might want to participate in the area events.

### **POSTER COMMITTEE:**

Melissa VanGorkom reported that the posters went out, and are due back by March 22, with judging to take place the following week. Both the laminate and ribbons are confirmed donations. Olympia Federal Savings will dedicate the windows totally to the display of the posters for the Arts Walk. All the outlying posters will be sent to those committees to display at their events. Tracy Workman asked if Olympia Federal Savings registers the Arts Walk with the City so that it is on the map.

Note: The Poster Committee did confirm on 3/9/06 that they are on the map. This is good news as now they are to get a lot of publicity around this area.

## **OUTLYING AREA REPORTS**

### **Spokane:**

May 4<sup>th</sup> from 3:00 pm - 5:00 pm – Airway Heights Correction Center

- Donations for food and drink are confirmed and everything is on track.
- The committee has questions that should be answered by the committees. And thank you to those who have been in contact with them.

### **Tri-Cities:**

May 10<sup>th</sup> from 5:30 pm – 7:30 pm at Columbia Park in Richland

- Donations for food and drink are confirmed and everything is on track.
- They have a sound system/PA

### **Vancouver:**

May 4<sup>th</sup> from 11:00 am – 1:00 pm – Washington State Patrol/Department of Transportation Complex

- They will have more pending information this coming week.

### **Bremerton:**

May 11<sup>th</sup>, the place and time has been deemed “to be determined”

- Still looking for volunteers. All area reps are encouraged to call Brian George, his information is in the PSRW rep contact sheet.
- They are looking to the National Guard building to house their event, as Olympic College backed out.

Please Note: All these dates and times can also be viewed at  
[http://www.secstate.wa.gov/productivityboard/psrw\\_event\\_dates.aspx](http://www.secstate.wa.gov/productivityboard/psrw_event_dates.aspx)

### **Miscellaneous**

Chana reported that the Roundtable web site is back up and running. She reported that the URL is not what it used to be, and that it is: <http://www.excelgov.org/index.php?keyword=a43de5144b1915>  
She reminded everyone that the posters on this site are not to be used, as we have created our own posters for this year.

There being no further business, the meeting adjourned.

Next Meeting:  
March 22, 2006 from 9:00 – 10:00 a.m.  
State Library Building  
6880 Capitol Blvd S  
Tumwater, WA