

## **Productivity Board Meeting Minutes**

June 02, 2006

### **WELCOME & INTRODUCTIONS**

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

### **ATTENDANCE**

**Board Members present:** Sam Reed, George Masten, Terry Teale, Scott Turner, and Wanda Riley.

**Board Members absent:** Brian Sonntag, Linda Villegas Bremer, Kathleen Brockman, Mike Kerschbaum, and Joyce Turner.

**Staff present:** Josi Brooks, Chana Clark, Linnaea Jablonski, and Tracy Workman.

**Guests present:** Charles Barron, DSHS; Chuck Donnelly, DSHS, Molly Hughes, DSHS, Rose Mattison, DSHS – HRD, Melissa Mirous, DSHS – DMRS, Kimberly Neal, DSHS – DCS, and Art Meade, FTE Magazine Editor/Photographer.

### **APPROVAL OF MINUTES**

The Board reviewed, moved, seconded, and voted unanimously to approve the May 5, 2006 minutes as written.

### **MONTHLY UPDATE**

Tracy Workman reported the PSRW Celebration wrapped up on May 10<sup>th</sup> in the Tri-Cities with an evening event with a BBQ and entertainment held at Columbia Park. The entertainment was provided by a local barbershop quartet. The Lions Club of Kennewick and Richland served food for approximately 125 local and state employees and their families. Washington State Patrol Chief John Batiste was keynote speaker for this event, and state representatives Shirley Hankins and Larry Haler presented the Longevity Award to Ron Harris for his 35 years with the Central Washington University.

Tracy and Linnaea attended the Air National Guard event Thursday, June 1, 2006, which recognized the group for setting up and breaking down the tents for each PSRW event. Everyone was appreciative and we were assured we can count on them to do this every year.

Tracy reported that since going “live” with the automated employee suggestion application May 1<sup>st</sup>, we have doubled the month of April, and tripled the month of May from last year. This is proving to be a popular method for state employees to submit their ideas and the suggestions that are coming in are good ones. Tracy reported that staff is looking at a test agency to implement an online

Teamwork Incentive Program application since those are approved internally before Productivity Board staff receive them.

The new marketing campaign is in full swing, and Tracy reported that it has been met with a great response. Since mid May, Chana and Linnaea have met with the Gambling Commission, Departments of Personnel, Social and Health Services, Transportation, and Veteran's Affairs.

### **TEAMWORK INCENTIVE PROGRAM**

- 1) Linnaea Jablonski reported on the Department of Social and Health Services TIP application regarding the Financial Institution Data Match/Data Sharing Contract Revision Project, which allows child support agencies to match records with banks and credit unions to locate the hidden assets of non-custodial parents. The team was able to simplify the process between DSHS and all financial institutions by incorporating a contact timeline WAC to insure timely turn around on all reimbursements.

- **Institution Data Match Data Sharing Contract Revision Project**

**Estimated Savings:** \$108,677

**Estimated Team Award:** \$20,000.00

*Note: The Board voted unanimously to accept the team's TIP application.*

### **EMPLOYEE SUGGESTION ADOPTS**

Chana Clark reported for Kathleen Brockman, who was unable to attend the Board Meeting, and said that she concurred with agency and staff recommendation. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

### **EMPLOYEE SUGGESTION MULTIPLE AGENCY**

Chana Clark reported for Kathleen Brockman, who was unable to attend the Board Meeting, and said that she concurred with agency and staff recommendation. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

### **EMPLOYEE SUGGESTION NON-ADOPTS**

Sam Reed reported that while there were some good suggestions, they were not timely, and concurred with agency and staff recommendation. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

### **NEXT BOARD MEETING**

The next Board meeting is scheduled for July 7, 2006 in the Office of the Secretary of State, Legislative Building at 10:00 AM.

- **Reminder:** The reviewers for July are Mike Kerschbaum (Adopts/Multiple Agency) and Wanda Riley (Non-Adopts). *Both reviewers will also review any Appeals and Teamwork Incentive Program applications presented.*

**ADJOURNMENT** –There being no further business, the meeting was adjourned at 10:20 a.m.

Respectfully submitted,

TRACY WORKMAN  
Special Programs Manager  
TW/jb 06/02/06