

## **Productivity Board Meeting Minutes**

July 07, 2006

### **WELCOME & INTRODUCTIONS**

Sam Reed, called the meeting to order at 10:02 a.m., and welcomed all in attendance, then began introductions.

### **ATTENDANCE**

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

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

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

### **APPROVAL OF MINUTES**

The Board reviewed, moved, seconded, and voted unanimously to approve the June 02, 2006 minutes as written.

### **MONTHLY UPDATE**

Tracy Workman reported that Linnaea Jablonski finalized the 9<sup>th</sup> Edition of the Smart Government newsletter featuring Pat Kohler from the Liquor Control Board. The newsletter highlights the Teamwork Incentive Program and Public Service Recognition Week.

The on-line application still proves to be a big hit with 33 applications received for the month of June, which is more than what was received for May. Tracy reports that Josi is now sending the suggestions electronically to the coordinators instead of mailing them for evaluation.

Tracy said that Chana Clark and Linnaea Jablonski continue to market the programs and meeting with coordinators to infuse life into the program. They have met with Coordinators from: The Arts Commission; Attorney General; State Auditor; Board of Community and Technical Colleges; Office of Financial Management; General Administration; Human Rights Commission; Department of Licensing, Gambling Commission, and the Department of Transportation. These meetings have been very successful and have resulted in the influx of new suggestions.

Another Payday FYI will be released on July 10, featuring a "Click and Submit" flyer for the new online application. Tracy said that Wanda had brought up a good point, and that was spell check for the online suggestions. Tracy said that there is a tool bar that can be downloaded from Google that includes spell check for any internet use.

### **EMPLOYEE SUGGESTION ADOPTS**

Mike Kerschbaum reviewed the July Adopt Suggestions with agency evaluations, recommending approval. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations with one note: Suggestion 200600032 will be tracked for one year for additional savings.*

### **EMPLOYEE SUGGESTION MULTIPLE AGENCY**

Mike Kerschbaum reviewed the July Multiple Agency Suggestions with agency evaluations, recommending approval. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

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

Wanda Riley reviewed the July Non-Adopt Suggestions with agency evaluations, recommending approval. 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 August 4, 2006 in the Office of the Secretary of State, Legislative Building at 10:00 AM.

- **Reminder:** The reviewers for August are Wanda Riley (Adopts/Multiple Agency) and Sam Reed (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 10:30 a.m.

Respectfully submitted,

TRACY WORKMAN  
Special Programs Manager  
TW/jb 07/07/06