

## **Productivity Board Meeting Minutes**

February 2, 2007

### **WELCOME & INTRODUCTIONS**

Secretary of State, Sam Reed called the meeting to order at 10:05 a.m., welcomed all in attendance and began the round of introductions of Board, Staff and Guests.

### **ATTENDANCE**

**Board Members present:** Sam Reed, Brian Sonntag, Linda Villegas Bremer, Kathleen Brockman, Mike Kerschbaum, Roselyn Marcus, and Scott Turner.

**Board Members absent:** George Masten, Wanda Riley, and Terry Teale

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

**Guests:** Cathie Tedrick, WPEA; Julie Norton, WSLCB; Laura Plonski, WSLCB; and Shannon Reuell, WSLCB

### **APPROVAL OF MINUTES**

The Board reviewed, moved, seconded, and voted unanimously to approve the January 5, 2007 minutes as written.

### **MONTHLY UPDATE**

Tracy reported Sam and she are meeting with agency directors whose participation is dropping off. In January, they met with Steve Hill, Health Care Authority; Marc Brenman, Human rights Commission, and Victor Moore, Office of Financial Management.

“Innovations in State Government” is set for Wednesday, February 7, 2007 from 11:30 am – 1:00 pm in the Capitol Rotunda. This year we will recognize over 42 state employees for there hard work and innovative thinking in 2006.

The January issue of Smart Government was approved, and is now published. It is also available on the website.

The Public Service Recognition Week planning committee voted on the theme for 2007: “Proudly Serving Washington” was an overwhelming favorite. February 14, 2007 PSRW will be the meeting where Sam and Brian will attend, then gather for pictures with all the reps.

Dates for outlying areas are:

Spokane: May 10<sup>th</sup>, at the Secretary of States own Digital Archives in Cheney

Tri-Cities: May 10<sup>th</sup> (site TBD)

Olympia: May 9<sup>th</sup> at Heritage Park

Vancouver: May 8<sup>th</sup> in the DOT/WSP complex.

### **TEAMWORK INCENTIVE PROGRAM – Final Report**

MIW Product Approval Report Team

Linda Bremer and Mike Kerschbaum reviewed, and concurred with agency and staff recommendations. *The Board voted unanimously to accept the team's award recommendation and final report.*

**Total Savings: \$8,164.33**

**Total Team Award: \$2,041.08**

### **EMPLOYEE SUGGESTION MULTIPLE AGENCY SUGGESTIONS**

Linda Bremer reviewed, and concurred with agency evaluations, and recommend approval. It was moved, seconded, and *the Board voted unanimously to accept agency and staff recommendations.*

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

Mike Kerschbaum reviewed, and concurred with agency evaluations, and recommend 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 March 2, 2007 in the Office of the Secretary of State, Legislative Building at 10:00 AM.

- **Reminder:** The reviewers for March are Brian Sonntag and George Masten. *Both reviewers will also review any Appeals and Teamwork Incentive Program applications presented.*

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

Respectfully submitted,

TRACY WORKMAN  
Special Programs Manager  
TW/jb 02/02/07