

Teamwork Incentive Program

Approved Teams 2005

TEAM: Clear Communications
MEMBERS: Margaret Bogeli, Alyson Chase, and Bruce Clark
AGENCY: Department of Licensing
PROJECT PERIOD: May 2005 – May 2005
BOARD REVIEW: November 4, 2005
SAVINGS: \$ 14,384.00

OUTCOME: Designed an alternative that would meet all the notification requirements of Washington Notaries, and adhere to the requirements of the law. The notice clearly communicates all needed information in order to prevent the small staff from being swamped with phone calls.

TEAM: Central Stores Rapid Invoice Payment Process
MEMBERS: Jamie Perry and Sue Korn.
AGENCY: Liquor Control Board
PROJECT PERIOD: January 2005 – June 2005
BOARD REVIEW: December 2, 2005
SAVINGS: \$80,018.22

OUTCOME: Automated the ordering from Central Stores to reduce staff time; eliminate multiple documents; reduce keying errors; and save money by going to an on-line electronic payment system to avoid late payments to the vendor.

TEAM: Imaging
MEMBERS: Kristi Walters; Kristi Bromley; Christina Leathers; Elizabeth Hide; Jim Lee; Brad Christopher; Linda Buchanan; Sue Richards; Heather Bjorn; Kathy Butler; and Geri Uhlmeier.
AGENCY: State Investment Board
PROJECT PERIOD: March 2005 – November 2005
BOARD REVIEW: December 6, 2005
SAVINGS: \$68,129.54

OUTCOME: Reduced the amount of staff time and information technology costs to maintain and upgrade the current imaging system by utilizing existing tools that are more user friendly and easily taught to current and new staff.