



State

of Wisconsin

DEPARTMENT OF ADMINISTRATIVE SERVICES

PERSONNEL DIVISION
MADISON, WIS., 53702

MERIT AWARD BOARD
BUREAU OF PERSONNEL
1 WEST WILSON STREET
MADISON, WISCONSIN 53702

July 20, 1972

TO: Merit Award Departmental Committees
FROM: Merit Award Board
SUBJECT: Annual Report 1971-72

Attached is a copy of the annual report of the Merit Award Board for 1971-72, including a breakdown by departments of the number of suggestions received.

We wish to commend each of you for the time and effort you have contributed toward the success of the Merit Award Program. We believe that the program is a valuable tool in tapping the creativity of employees and in encouraging their interest in efficiency on the job.

We look forward to even more participation in the program this fiscal year.

If you have any questions or if you would like more information, please contact R. W. Curley, Room 244, Wilson Street State Office Building, Madison, telephone 266-2544.

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MADISON, WIS.
PERSONNEL DIVISION

PARTICIPATION BY DEPARTMENTS
MERIT AWARD PROGRAM

July 1, 1971 - June 30, 1972

Department	# of employees each dept.	# of suggestions submitted		# of Cash Awards	Amount of Awards	# of Commendations
		70-71	71-72			
Administration	987	42	45	---	---	2
Agriculture	734	8	2	1	75	1
Health & Social Services	9895	110	155	24	765	15
Industry, Labor & Hum. Rel.	2173	27	23	5	240	1
Justice	392	5	7	---	---	---
Local Affairs & Development	153	2	2	1	25	---
Military Affairs	179	5	7	---	---	---
Natural Resources	2965	33	24	2	50	5
Public Instruction	680	4	11	3	135	---
Revenue	1371	13	18	1	30	3
Transportation	4665					
Highways		35	35	5	130	1
Motor Vehicles		49	40	3	125	3
Business Management		9	19	4	125	1
University - Madison	7602	48	51	8	320	3
University - Milwaukee	1032	2	11	1	25	---
University System (Chpt. 37)	3194	47	51	18	660	6
Veterans Affairs	664	1	8	---	---	---
Any Other Brds, Comm., etc...		2	8	---	---	3
TOTALS	36,686	442	517	76	\$2,705	44

Merit Award Board
July 1, 1971 - June 30, 1972

	<u>69-70</u>	<u>70-71</u>	<u>71-72</u>
Suggestions Received	285	442	517
Investigations Completed	268	329	309
Suggestions Adopted	79	152	120
% Adopted (National Average 23%)	35%	46%	39%
Number of Cash Awards	54	93	70
Number of Commendation Awards	27	59	44
Total Cash Awards	\$2,300.00	\$3,835.00	\$2,705.00
Average Award (National Average \$63.00)	\$34.85	\$41.24	\$35.25
Estimated Net Annual Savings	\$20,112.00	\$193,535.20	\$103,063.60

*Based on statistics of Government Units for 1970 compiled by the National Association of Suggestion Systems.



State of Wisconsin \ DEPARTMENT OF ADMINISTRATION

MERIT AWARD BOARD
STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
MILWAUKEE, WISCONSIN 53233

Date: August 21, 1973
To: Wayne McGown, Deputy Secretary
Department of Administration
From: C. K. Wettengel, Chairman
Merit Award Board
Subject: Annual Report 1972-73

The annual report of the performance of the state employee suggestion system conducted under the auspices of this Board is attached.

Although the total dollars saved during the past fiscal year was approximately \$2300 less than the preceding fiscal year the Board is impressed by the fact that 87% of suggestions investigated for feasibility were adopted as compared with 39% the previous fiscal year. This, in our opinion, would appear to indicate that the quality of suggestions submitted has improved substantially. This is further supported by the fact that the number of cash awards increased by 1 (77 compared to 76) despite a reduction in the total number of suggestions submitted.

The Board is disappointed that the participation rate declined somewhat during the past fiscal year. We note that 193 suggestions were received by the agencies as compared with 317 in the previous year, a drop of 124 or 24%. It is our belief that the participation rate will improve as more agencies become involved in implementing the Governor's productivity improvement program and as more display materials are utilized to promote the suggestion system program.

- Attachments:
- 1. Annual Report
 - 2. Participation by Agencies
 - 3. Outstanding Suggestions

cc: Each Agency and/or
Institution Chairperson.

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BUREAU

ANNUAL REPORT

Merit Award Board
July 1, 1972 - June 30, 1973

	<u>70-71</u>	<u>71-72</u>	<u>72-73</u>
Suggestions Received	442	517	393
Investigations Completed	329	309	125
Suggestions Adopted	152	120	109
% Adopted	46%	39%	87%
Number of Cash Awards	93	76	77
Number of Commendation Awards	59	44	36
Total Cash Awards	\$3835	\$2705	\$3315
Average Award	\$41.24	\$35.45	\$43.00
Estimated Net Annual Savings	\$193,535	\$103,063	\$79,835.50

July 1, 1972 - June 30, 1973

Department	# of employees each dept.	# of suggestions submitted		# of Cash Awards	Amount of Awards	# of Commenda-tions
		71-72	72-73			
Administration	1,034	45	41	1	\$ 25	1
Agriculture	781	2	3	1	150	--
Health & Social Services	9,862	155	118	24	920	12
Industry, Labor & Hum. Rel.	1,933	23	30	3	150	1
Justice	412	7	1	--	--	--
Local Affairs & Development	146	2	--	--	--	--
Military Affairs	199	7	--	--	--	--
Natural Resources	3,005	24	35	5	225	1
Public Instruction	613	11	7	--	--	--
Revenue	1,023	18	5	1	50	--
Transportation Highways	4,605	35	23	5	250	4
Motor Vehicles		40	44	4	155	3
Business Management		19	9	--	--	2
UW - Madison	7,700	51	35	11	505	4
UW - Milwaukee	1,050	11	7	1	50	--
Chapt. 37 Univ.	3,094	51	20	19	750	7
Veterans Affairs	692	8	1	--	--	--
Other Brds., Comm., etc...	1,331	8	14	2	85	1
TOTALS		517	393	77	\$3315	36

(Merit Award Board Analysis FY 1972-73)

Total Savings for Fiscal Year July 1, 1971-June 30, 1972.....\$103,063.60

Total Savings for Fiscal Year July 1, 1972-June 30, 1973.....\$79,835.50

There were 125 suggestions reviewed at six Merit Award Board meetings held in Fiscal Year 1972-73. Of these, 77 suggesters were awarded cash awards totaling \$3315.

OUTSTANDING SUGGESTIONS

<u>Name</u>	<u>Department</u>	<u>Award</u>	<u>Savings</u>	<u>Suggestion</u>
Jerry Van Horn	Agriculture	\$150	\$500-\$1000	Designed a scale testing sling to increase efficiency and safety in testing scales.
Howard E. Polzin	H&SS - Northern Wisconsin Colony	\$100	\$4500	Suggested and implemented the use of color coded mesh bags on all Infirmary wards to gather soiled socks, launder and return in same bags.
Fred Schiller	UW-Extension	\$35	\$784	Designed and built stable concrete bases to hold record turntables.
Karine Hovey and Gwendolyn Meyer	H&SS - Central Wisconsin Colony	\$40 \$40	Intangible	Suggested an arm and elbow support device to aid the handicapped person in self-feeding skills.
Harold E. Rihn	UW-Madison	\$100	\$2400	Designed a new Bovie Ground Plate handle of clear lucite plastic in place of the previous handle used. The new handle can be easily taken apart, providing easy access for safety checks, cleaning or replacement of any of the components.
Orris Fisher	UW-La Crosse	\$100	\$2000	Designed a sound transfer tool to detect faulty steam valves rather than having to completely disassemble them.
Roald H. Olsen	UW-Madison	\$75	\$6200	Suggested transferring the mailing of x-ray films to the mailroom and eliminating the time and money spent in returning them to the point of origin.

(Outstanding Suggestions, Cont'd)

<u>Name</u>	<u>Department</u>	<u>Award</u>	<u>Savings</u>	<u>Suggestion</u>
Curt Kohnert	UW-La Crosse	\$100	\$2000	Suggested the installation of an adapter and grease fitting to be inserted into the garbage disposals at UW-LaCrosse, thus cutting down on the costly repairs to the units.
James E. Craft	Transportation-Highways	\$30	\$12,000	Proposed a revision of the present engineer training program to eliminate a lot of the repetitive and irrelevant material from the program.
Bernhard B. Borckardt	UW-Madison	\$50	\$9000	Suggested and installed bearing support brackets to electrical motors in the dictophone tape recorders to increase speed of operation and eliminate excessive wear on other parts of the machine.
Judith M. Brockmiller	H&SS - Health	\$100	\$8550	Suggests that state printing publish desk calendar schedules for distribution to state employes at a much cheaper cost than the present method of purchasing from commercial suppliers.
Wendy Young	UW-Milwaukee	\$50	\$5000-\$8000	Suggested typing one card for each film ordered during the year, containing all the necessary information needed for reordering these films, including other possible vendors in the case that the film is not available.
Leo Brewer	UW-Oshkosh	\$75	Not estimated	Suggested converting the scrubbing machine used at the Univ. of Oshkosh campus into a part-time dusting machine by attaching dust mops to the front and back. It would take four men two hours each to dust the tartan floor in the field house, but with the machine it can be done by one man in one half hour.
William K. Kreitzer	H&SS - Wisc. Workshop for the Blind	\$35	\$600	Suggested boring out the worn outer race ring on Singer sewing machines and replacing them with nylon liners. The nylon liners are expected to last about two years, whereas the parts made of steel only lasted six months.

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**WORK SMARTER
 NOT HARDER.
 SUGGEST!**

TOTAL SAVINGS TO STATE

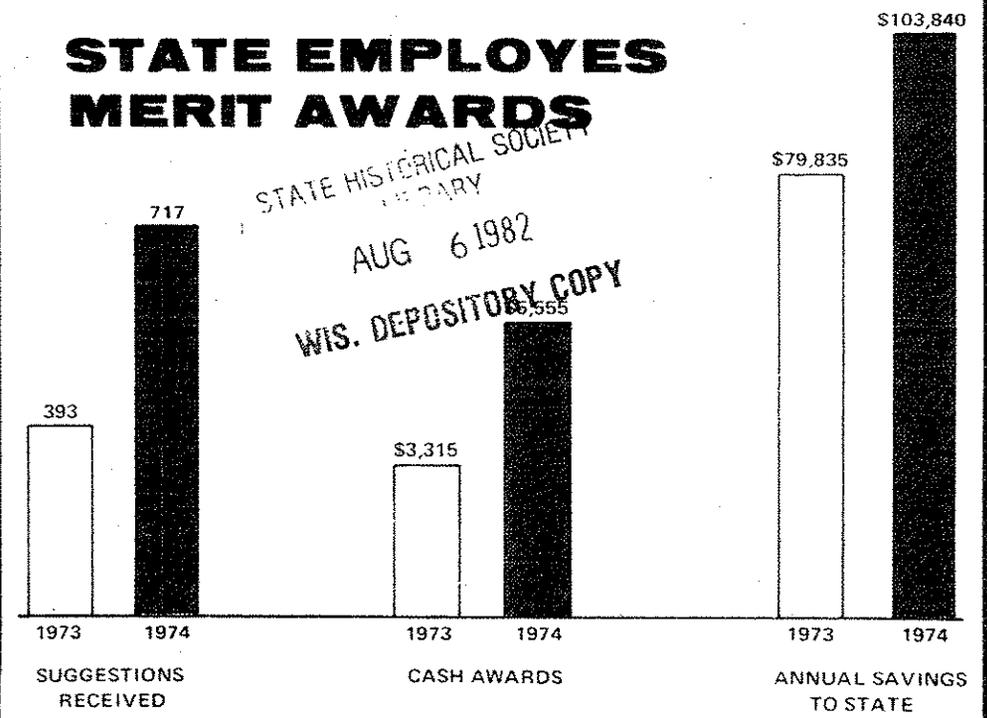
Fiscal Year July 1, 1972-June 30, 1973.....\$79,835.50
 Fiscal Year July 1, 1973-June 30, 1974.....\$103,839.81

120 State employes received \$5,555 as a result of ¹⁷⁹1279 suggestions reviewed by the Merit Award Board July 1, 1973 to June 30, 1974.

OUTSTANDING SUGGESTIONS

Name	Department	Award	Savings	Suggestion
James Sullivan	Agriculture	\$250	\$2,500-\$7,500	More efficient and systematic method of quality meat evaluation programs.
Kathleen Bower and John Vaughan	H&SS-Health	\$1,000	\$15,000	Licenses be issued by the Division of Health and primarily the Cosmetology Section on a biennial basis.
Thomas J. Hansen	H&SS-So thern Wisconsin Colony	\$100	\$10,000	A suit of nylon mesh material to wear over regular clothing to prevent resident from destroying clothing.
Judith Puttkammer	Public Service Commission	\$150	\$2,422	Reduce print size on weekly calendar to decrease printing and postage costs.
James Fischer	Securities	\$150	\$2,700	Three prospectuses, designed to include information required by Wisconsin Statutes and Administrative rules, to be used as guidelines for issuers.
Truman Thrower	UW System La Crosse	\$50	\$2,100	A change of shifts and utilization of the swing man to more adequately cover removal of ashes and tending of fires.
Dorothy Rydberg	UW System Superior	\$50	\$1,067	Elimination of student data sheets which were a duplication of work.
Donald Stien	UW System Superior	\$25	\$630	Replace lead liners in chemistry drain troughs with glass cloth and coats of epoxy resin.

**STATE EMPLOYEES
 MERIT AWARDS**



MERIT AWARD BOARD

DEPARTMENT OF ADMINISTRATION

**Merit Awards Increase
 As State Employee
 Participation Grows**

JULY 1, 1974



State of Wisconsin \ DEPARTMENT OF ADMINISTRATION

MERIT AWARD BOARD
BUREAU OF PERSONNEL
1 WEST WISCONSIN STREET
MADISON, WISCONSIN 53706

MERIT AWARD BOARD

ANNUAL REPORT

July 1, 1973 - June 30, 1974

	72-73	73-74	Percent Increase
Suggestions Received	393	717	82%
Suggestions Reviewed by Board	125	180	44%
Suggestions Adopted	109	179	64%
% Adopted as Reviewed by Board	87%	99%	14%
Number of Commendation Awards	36	59	64%
Number of Cash Awards	77	120	56%
Amount of Cash Awards	\$ 3,315.00	\$ 5,555.00	68%
Average Award	\$ 43.00	\$ 50.00	16%
Highest Award Made	\$ 150.00	\$ 1,000.00	567%
Estimated Annual Savings	\$79,835.50	\$103,839.81	73%

To All Agency Merit Award Chairpeople

Congratulations! This has been a most successful year in the Merit Award Program. Your personal interest in promoting the program has been rewarded by increased savings to the State, more cash awards to your people, and a recognition of the value of this program by the highest award ever - \$1,000.

This program has been in effect for many years, effecting a savings to the State of \$950,000. Over half of the savings has accrued over the past four years. In addition, many safety hazards have been removed, working conditions improved, patients treated better, and the public served better.

Our pleas for energy conservation brought great response from State employees. Let us not forget we must conserve all our natural resources. Perhaps this year we could concentrate on paper. Its continuing shortage and increasing cost make it a perfect target for conservation and great \$ savings.

All suggestions tie in with the Governor's Productivity Improvement Program. Let us try to involve many more employees this coming year in the design, development and implementation of feasible improvements that reduce costs and/or improve service.

We thank you for your personal involvement. Your work and the work of your Merit Award Committees are greatly appreciated. We hope for your continued support.

Sincerely,

C. K. Wettengel

C. K. WETTENGEL, CHAIRMAN
MERIT AWARD BOARD

PARTICIPATION BY DEPARTMENTS

Department	Department Employees	Suggestions Submitted 72-73	Suggestions Submitted 73-74	Cash Awards	Award Amount	Commendations
Administration	944	41	75	2	\$ 50	2
Agriculture	545	3	12	5	\$ 450	-
Health & Social Services	9,015	118	190	45	\$2,425	25
Ind., Labor & Hum. Rel.	1,864	30	69	4	\$ 125	4
Justice	327	1	7	-	-	-
Local Affairs & Dev.	114	-	2	-	-	-
Military Affairs	150	-	2	-	-	1
Natural Resources	1,852	35	41	4	\$ 225	2
Public Instruction	536	7	9	-	-	1
Revenue	957	5	24	3	\$ 135	1
Transportation	3,979	76	172	17	\$ 510	14
UW System	10,165	62	108	34	\$1,155	8
Veterans Affairs	613	1	1	1	\$ 50	-
Other Agencies	978	14	5	5	\$ 430	1
TOTAL	32,039	393	717	120	\$5,555	59

GOVERNOR'S RECOGNITION CEREMONY

April 3, 1975

Outstanding suggesters were honored by Governor Patrick J. Lucey at a ceremony held in his conference room on Friday, April 3, 1975. The Merit Award Board selects those suggestions which most significantly represent the goals of the program -- efficient and economical government, improved operations, better patient care, conservation of resources, better working conditions, improved public relations.

The following state employees were selected for their significant contributions to the Merit Award Program in the last fiscal year:

<u>Employee</u>	<u>Agency</u>	<u>Award</u>	<u>Suggestion</u>
PHYLLIS K. CLSON	HEALTH & SOCIAL SERVICES	\$250	Combine the duties of teletypist and coder into one position, thus abolishing two positions.
KATHI A. DENSON	UW-WAUNATSHA CENTER	\$200	Insert informational letter in basic educational opportunity grant forms using federal postage supplied.
THOMAS F. ALT	TRANSPORTATION	\$200	Expedite drivers license examiners station application packages by printing routing and summary data on envelopes.
JEROME H. KRUEGER	UW-GREEN BAY	\$100	Use defused lights on Circle Drive and Power Plant Drive in Green Bay to light new roads, saving expense of buying new lighting fixtures.
DAVID ZORDMSKI	AGRICULTURE	\$100	Distill and reuse chemicals in laboratories, saving money and chemicals.
BERNARD M. NEIMAN TERRY HUPF	NATURAL RESOURCES	\$100	A portable articulating aeration chute that adds oxygen to water to prevent fish kill.
EVELYN J. DENMAN RAYMOND HELLENBRAND	HEALTH & SOCIAL SERVICES	\$100	A plastic band to be bolted to a wheelchair for better care of a hydrocephalic resident.
NEIL L. EASTMAN	VETERANS AFFAIRS	\$ 75	A stationary device for wheelchairs in the bus carrying patients to off-ground activities.
ELIZABETH MOSES	INDUSTRY, LABOR & HUMAN RELATIONS	\$ 50	A pictorial display of administrative procedures required to process an unemployment compensation claim.
CHERI A. COYETTE	UW-MILWAUKEE	\$ 25	An efficient procedure to handle registrations for students who have "holds" on their records.
MARCIA BURMEISTER	TRANSPORTATION	\$ 25	Smoking and non-smoking areas in state office buildings.

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**THERE'S ALWAYS
A BETTER WAY--**



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July 1, 1974 - June 30, 1975

MERIT AWARD BOARD

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Carl K. Wettengel, Chairman
Roy E. Kubista
LeRoy E. Luber

Kay Jallings, Coordinator
B-140 WSSOB
266-2164

MERIT AWARD BOARD

ANNUAL REPORT

July 1, 1974 - June 30, 1975

Once again the State Employees Suggestion System has exceeded the previous year's cash savings to the State. Also many intangible suggestions have improved working conditions, provided better patient care, eliminated safety hazards, conserved valuable resources, and promoted better public relations. The distribution of recognition for these accomplishments is as follows:

	Total	Commendations	Awards	Award Amount
Intangibles	101 (60%)	33	48	\$2,050 (34%)
Cash Savings	75 (40%)	15	60	\$1,865 (66%)

Special recognition should go to those work units which contributed the most cash savings to the total productivity effort which has benefited the State as a whole.

	Savings	Percent of Total Savings
Division of Motor Vehicles	\$20,216	10.8%
Division of Vocational Rehabilitation	19,282	10.3%
Division of Highways	16,570	8.8%
U-La Crosse	15,772	8.4%

Employee participation in the program was down this year from 717 suggestions received in 1973-74 to 533 received in 1974-75. We must work to increase this rate to make all agencies more productive. With a goal of 1,000 estimated employees in state service, 717 suggestions makes a participation rate of 1.2%. Those agencies exceeding that rate were:

Treasury	25.0%
Vocational Education	15.0%
Transportation	14.4%
Public Instruction	13.1%
Industry, Labor & Human Relations	12.1%
Revenue	12.1%

Cash savings to the State in the 5-year period 1970-1975 exceeded the savings for the 17-year period 1953-1970 by \$184,892. Our goal for the next 5 years is to exceed the savings of the total program to date over \$1 million.

Our thanks go to all the fine cooperative Merit Award Chairmen in the agencies and also to their committees. They are the ones who have expended the effort that has made the program increasingly successful.

We also thank top management of all agencies for promoting this program among their employees and ask for their continued support in giving recognition to their outstanding employees.

CASH SAVINGS BY AGENCY

July 1, 1974 - June 30, 1975

Agency	Percent of Estimated Employees	Commendation Certificates	Cash Awards	Award Amounts	Cash Savings to State	Percent of Savings
UW System	50%	19	34	\$1,695	\$ 42,138	33%
Transportation	8%	19	27	1,435	36,866	29%
Health & Social Services	21%	12	23	1,160	21,962	17%
Natural Resources	4%	4	8	605	10,858	8%
Agriculture	1%	1	3	300	5,190	4%
Industry, Labor & Human Relations	5%	8	5	250	4,100	3%
Treasury	4%		2	85	2,244	2%
Securities	4%	1	1	75	2,200	2%
Public Service Commission	4%		1	100	2,100	2%
Public Instruction	1%		1	50	1,000	1%
Local Affairs & Development	4%		1	35	277	4%
Veterans Affairs	1%		2	125	210	4%
Executive Office	4%	1				
Legislative Council	4%	1				
Revenue	2%	1				
Vocational, Technical & Adult Educ.	4%	1				
Other Agencies	5%					
Total	46,000	68	108	\$5,915	\$129,145	

MERIT AWARD PROGRAM

July 1, 1953 - June 30, 1975

Fiscal Year	Suggestions				Cash Awards	Savings to State	Avg Award
	Acted on	Rejected	Commended	Awarded			
1970-71	185	33	59	93	\$ 3,835	\$ 193,535	\$41
1971-72	123	3	44	76	2,605	103,064	36
1972-73	123	12	36	75	3,315	79,836	44
1973-74	167	1	58	108	5,530	103,840	51
1974-75	196	20	68	108	5,915	129,145	55
Total	794	69	265	460	\$21,200	\$ 609,420	\$46
1953-70						<u>424,528</u>	
Total Cash Savings to Date						\$1,033,948	

GOVERNOR'S RECOGNITION CEREMONY

September 22, 1975
Governor's Conference Room

Periodically Governor Patrick J. Lucey honors suggesters whose ideas best represent the goals of the program--efficient and economical government, improved operations, better patient care, conservation of resources, better working conditions, improved public relations. The following state employees were selected by the Merit Award Board for their contributions:

EMPLOYEE	AWARD	SAVINGS	SUGGESTION
PETER J. NELSON	\$1,000	\$2,065,273	Instigated statutory changes and new methods which permit daily investment of state receipts, resulting in an increase in interest earnings averaging \$172,000 each month. This method substantially increases income to the state and to all investment fund participants and will do so for years to come.
RICHARD CAMP & ROBERT F. WENDT Natural Resources	200	8,550	Stockpile peat at an abandoned gravel pit near Woodman Marsh, thus eliminating a 117-mile round trip each year. They also modified the truck and spreader used which now allows the peat to be hauled and spread in one operation. The same unit may be used at another nursery.
ELMER O. BUBE & RONALD J. BEUTHIN Transportation	150	6,500	Developed a new system of using pounce patterns in making new highway signs, thereby doubling production and greatly reducing chance of error.
ROBERT L. JOHNSON Agriculture	100		Rewired distribution station terminals and loader of a neutron activator, saving time in changing loaders, improving safety to both operator and equipment, and averting potential damage to the equipment. Mr. Johnson also received another \$100 award this year for installing a mirror tile on the wall behind the neutron activator, making it possible for the operator to avert problems and saving from 20 minutes to two hours of down time each day.
GLEN PEDRETTI W-La Crosse	100		Corrected the air seals under the grate on the coal stoker, thus allowing the boilers to ignite and work properly automatically rather than being continually watched. This method corrected an equipment defect and is being considered by the manufacturer for future production. The idea has been passed to other state plants with the same problem. Mr. Pedretti also received a Certificate of Commendation for another suggestion this year.
ALFRED GERKE W-La Crosse	100	3,300	Improved the coal stoker by bolting the shoes and guides to prevent continuing breakdowns as well as averting costly repairs at a critical time. Mr. Gerke received two previous awards in 1971.
BERNARD A. LOOKATCH Transportation	75	2,500	Developed a booklet "Highway Nomenclature" so that patrol officers can properly identify state property damaged in accidents. This means the state will be able to recover more money on damaged property. Mr. Lookatch has been conducting classes for local officers using the booklet as a textbook, thereby coordinating state and local unit efforts.
ISABELLE RUFF & LEON E. GUIE WSS-Northern WI Colony	30		Designed and made a tray which enables a spastic resident to join others at meal time, greatly improving the morale of the resident since he can now eat with his friends, a part of normal living.
TOTAL	\$1,755	\$2,086,123	

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**THERE'S ALWAYS
A BETTER WAY--**

July 1, 1975 - June 30, 1976
MERIT AWARD BOARD

 Carl K. Wettengel, Chairman
 Roy E. Kubista
 LeRoy E. Lueberg

 Kay Jallings, Coordinator
 B-140 WSSOB
 266-2154

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MERIT AWARD BOARD

ANNUAL REPORT

July 1, 1975-June 30, 1976

In our report one year ago we commented that savings in the 5-year period 1970-75 exceeded savings for the 17-year period 1953-70, and set a goal of \$1 million for the next five years. We have more than doubled that 5-year goal in just one year with a total estimated savings of \$2,155,596 during fiscal year 1975-76. Thanks for this are due Peter Nelson of the Treasury for earning for the state \$2,065,273. (However, if it hadn't been for this one suggestion, our savings as compared with last year would have decreased \$30,000.) Let's re-establish our goal and strive for savings of \$1 million by June 30, 1980.

This year the Board awarded \$1,000, the highest award possible, to two state employes for their fine suggestions. Peter Nelson of the Treasury successfully implemented the float principle which earned over \$2 million interest for the State. Larry O'Donnell of UW-Green Bay discovered that flammable insulation had been improperly installed in some campus buildings and thereby averted possible disaster. Peter and Larry are both to be commended highly for their service.

These two suggestions are fine examples of tangible and intangible benefits to the State. Many fine suggestions were awarded this year which provided no documentable cash savings but which improved working conditions, provided better patient care, eliminated safety hazards, conserved valuable resources and promoted better public relations. These were distributed as follows:

Intangibles Cash Savings

Suggestions Awarded by Board	97	72
Certificates of Commendation	46	8
Cash Awards	51	64
Amount Awarded	\$3,010	\$4,085

We have been notified that Wisconsin's State Employee Suggestion System has won an award for 1975 for having the highest ratio of savings to operating costs. This award will be presented at the annual conference of the National Association of Suggestion Systems in September. NASS is comprised of representatives of some 900 suggestion systems throughout the United States and Canada. This is indeed an honor which should please all who have participated in the program.

Employee participation was the same as last year, which is about one percent of all state employes--a record that should be improved. We hope that distribution of brochures to all state employes in the coming year will create awareness of the merit program and provide incentive to increase participation. Also, new suggestion holders will be placed in strategic spots to encourage submission of ideas.

The NASS award and our record-breaking \$24 million savings are a fitting tribute to our three retiring Merit Award Board members who have an accumulated total of 59 years as Board members. Carl Wettengel, Chairman of the Board for many years, served on the Board since 1958. Roy Kubista instigated the Merit Award Program back in the early 50's and served on the Board since 1954. Dean LeRoy Luberg served on the Board since 1957. We all owe them many thanks for their years of devoted service to the program and the State and a wish for happy carefree retirement.

Special thanks to all the Agency Merit Award Chairpersons and their committees who have contributed their time and energy to the program and to the Agency Heads who have promoted the program. We ask you to increase your efforts to promote the state employes suggestion system so the State will benefit by increased productivity and employes will benefit by the personal recognition they deserve.

AGENCY AWARDS AND CASH SAVINGS

July 1, 1975-June 30, 1976

Agency	Commendation Certificates	Cash Awards	Award Amounts	Cash Savings to State	% of Total Savings
Administration	1	5	\$ 215	\$ 5,750	+
Agriculture	1	4	140	1,600	+
Health & Social Services	10	24	990	18,165	.8
Hygiene, State Lab		1	25	200	+
Industry, Labor & Human Relations	2	5	165	503	+
Natural Resources	2	14	685	10,500	.4
Public Instruction	1			315	+
Public Service Commission		1	35	450	+
Revenue	1	7	225	3,934	+
State Treasurer		1	1,000	2,063,273	95.8
Transportation	13	19	1,065	26,193	1.2
U.W. System	23	33	2,500	22,713	1.0
Veterans Affairs		1	50		
Total	54	115	\$ 7,095	\$ 2,155,596	

MERIT AWARD PROGRAM SUMMARY

July 1, 1953-June 30, 1976

Fiscal Year	Suggestions Received	Commendation Certificates	Cash Awards	Award Amount	Estimated Savings	Avg Award
1953-54	122	7	6	\$ 170	\$ 1,900	\$28
54-55	135	8	31	345	6,500	11
55-56	69	10	29	600	18,425	21
56-57	51	1	15	317.50	1,060	21
57-58	64	-	28	857.50	9,320	31
58-59	80	-	30	880	2,379	29
59-60	59	-	22	1,150	6,336	52
60-61	159	-	25	1,195	19,274	48
61-62	141	-	23	1,837	25,215	80
62-63	91	-	71	2,970	22,661	42
63-64	234	-	65	2,635	12,047	41
64-65	127	-	39	1,775	14,727	46
65-66	282	-	88	3,855	69,569	44
66-67	229	13	51	2,315	13,610	60
67-68	323	40	86	3,950	73,894	46
68-69	360	33	85	3,727	119,110	64
69-70	285	27	54	2,350	20,112	44
70-71	442	59	93	3,835	193,535	41
71-72	517	44	76	2,705	103,064	36
72-73	393	36	75	3,315	79,836	44
73-74	717	58	108	5,555	103,840	51
74-75	553	68	108	5,915	129,145	55
75-76	552	54	115	7,095	2,155,596	62
Total	5,285	458	1,323	\$59,942	\$3,200,855	\$45

SUGGESTER OF THE YEAR JACK WALDHEIM
 UW-Milwaukee

OUTSTANDING SUGGESTIONS

<u>Employee</u>	<u>Award</u>	<u>Savings</u>	<u>Suggestion</u>
DONALD ADERMAN DOT-Motor Vehicles	\$ 50	\$ 2,600	When citations are issued for violation of vehicle registration laws, add the amount of delinquent registration fees as additional court costs to facilitate collection of those fees.
RICHARD CIRCO UW-Madison	50		Develop an inexpensive vacuum pipetter to replace the mouth pipettors used in the laboratory as a safeguard against contamination and to meet OSHA regulations.
LAMAR C. CROCKER DOT-Motor Vehicles	150	8,000	Save money on mailing license plates by mailing in zip code operation.
FRITZ JOHNSON Natural Resources	335	5,000	Develop a special lifter to use for lifting large, heavy-rooted park stock; develop a seedbed marker for use at Wilson Nursery; develop a shaker lifter to cut and disturb conifer, shrub and hardwood seedbeds so stock is more easily lifted by field crews; develop a bed leveler to level seedbeds prior to mechanical seeding; construct a special trailer to take trees off the back of the mechanical seedling harvester; enlarge two packing shed doors by modifying two discarded metal doors; develop a greased roller cam for the seedling harvester, thereby reducing wear. (7 suggestions)
RON JOHNSON DOROTHY SCHROEDER KATHY CONZAGOWSKI H&SS-Central Center	75	1,637	Make small TV stands which can be attached to patients' beds, decreasing hazards and saving space and money.
MICHAEL KREJCHI H&SS-Northern Center	35		Make special shoes for an extremely handicapped resident so he could walk and participate in activities.
ROBERT MAREK LESTER JOHNSON H&SS-Northern Center	50		Convert paper towel cabinets into sanitary toothbrush holders that are more satisfactory than ones available commercially.
JAMES MC GUIRE Dept. of Administration	200	9,500	Adapt the snow-melt systems at the Milwaukee State Office building to use the condensate from heating the building which is wasted to the sewer.
ALLAN R. MITTELSTADT DOT-Motor Vehicles	150	8,000	Replace spotlights attached to patrol cars with movable spotlights which can be plugged into radio console.
LARRY O'DONNELL UW-Green Bay	1,000		Cover flammable insulation in University buildings with fire resistant covering to avoid potential danger.
GERALD PANSKE UW-Oshkosh	400	18,900	Use a specially-designed device for flattening "alligatored" roof surfaces to reduce use of expensive materials and improve the quality of the roof.
AUGUST SELL DOT-Motor Vehicles	100		Develop a detailed repair and maintenance procedure manual to assist workers and trainees at all State Police District Headquarters.
JACK WALDHEIM UW-Milwaukee	325		Designed and developed a "sound and feel" map of the campus (a relief map with a cassette) so blind students could independently find their way around the campus.
JOHN YRIOS UW-Madison	80	800	Use free pig plasma rather than buying rabbit plasma for laboratory testing.

AGENCY OF THE YEAR DEPARTMENT OF TRANSPORTATION

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1977

**THERE'S ALWAYS
A BETTER WAY--**



July 1, 1976 - June 30, 1977

MERIT AWARD BOARD

Harry Graham, Chairman
 Robert Fox
 Mary Graye

Kay Jallings, Coordinator
 B-140 WSSOB
 266-2164

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MERIT AWARD BOARD

ANNUAL REPORT
July 1, 1976 - June 30, 1977

This year started with a new Merit Award Board administering the program. The members are:

Harry Graham, Associate Director, Industrial Relations Institute-Chairman
Mary Graye, Vice President and Personnel Director, First Wisconsin Bank
Robert Fox, Affirmative Action Officer, State of Wisconsin

As they reviewed the suggestions brought before them, the Board members were most impressed with the variety and quality of the suggestions and are searching for ways to obtain more widespread implementation of those which could be used in many agencies.

The new Board revived the "Suggester of the Year" Award established many years ago. The first recipient is Jack Waldheim of the UW-Milwaukee, who developed a relief map of the UW-Milwaukee campus with an explanatory tape cassette for blind students enrolled there. Jack's map allows these students to "let their fingers do the walking" while listening to explicit directions as to where they are and where to proceed. This is a fine example of the ingenuity of our state employes in improving services which are offered to Wisconsin citizens. Other campuses are investigating this technique.

Mr. Waldheim and other employes who have made outstanding suggestions will be honored at a luncheon to be held on Friday, September 23, with special awards being presented by Acting Governor Martin J. Schreiber.

A new award, "Agency of the Year", recognizes the outstanding contributions of the Department of Transportation, and in particular the Division of Motor Vehicles. Suggestions from this Division contributed almost \$53,000 in cash savings, or half of the total annual savings realized from the program this fiscal year.

Of the 122 suggestions awarded by the Board this year, 50 resulted in an annual savings to the State of \$104,902, and 72 provided intangible benefits such as better patient care, elimination of safety hazards, conservation of resources, better service, etc. These suggestions were awarded as follows:

	Intangibles	Cash Savings	Total
Suggestions Awarded By Board	72 (59%)	50 (41%)	122
Commendation Certificates	31	8	39 (52 employes)
Cash Awards	41	42	83 (93 employes)
Amount Awarded	\$1,650	\$2,725	\$4,375

On July 1, 1975, the Board established a program goal to achieve \$1 million in cash savings by June 30, 1980. In fiscal year 1975-76 that goal was more than doubled, with the result that the Wisconsin Merit Award Program earned a national award from the National Association of Suggestion Systems (NASS) for having the highest ratio of savings to operating costs--\$103 earned for every \$1 spent.

A goal of \$1 million by June 30, 1980, was re-established at the start of this fiscal year. With just a little over \$100,000 savings this year, the ratio of earnings dropped to \$7. While that is higher than the national average of \$6 for the approximately 900 suggestion systems represented by NASS, we can do much better. We will strive for \$300,000 savings in FY '77-'78. Every effort will be made to inform employes about the program and encourage them to contribute their valuable ideas to improve state government.

Our special thanks go to all the agency Merit Award Chairpersons and their committees for their efforts and to the Agency Heads for their promotion of the program. We ask for your continued support and encouragement of the State Employes' Suggestion System so we can attain more efficient State government.

AGENCY AWARDS AND CASH SAVINGS

July 1, 1976-June 30, 1977

Agency	Commendation Certificates	Cash Awards	Award Amounts	Annual Savings to State	% of Total Savings
Administration		1	\$ 200	\$ 9,500	9%
Agriculture		2	50	200	+
Employee Trust Funds	2	2	40	120	+
Health & Social Services	6	16	575	1,737	1%
Industry, Labor & Human Relations	1	5	100	560	+
Investment Board	1				
Justice		2	65	2,000	2%
Military Affairs	1	1	25	410	+
Natural Resources	2	5	200	4,075	4%
Public Instruction		1	50	5,000	5%
Public Service Commission		1	50	397	+
Revenue	2	5	120	2,018	2%
Secretary of State		1	15	120	+
Transportation	12	14	1,350	52,984	50%
U.W. System	12	26	1,445	25,781	25%
Vocational, Tech. & Adult Educ.		1	15		
Total	39	83	\$4,300	\$104,902	

MERIT AWARD PROGRAM SUMMARY

July 1, 1953-June 30, 1977

Fiscal Years	Commendation Certificates	Cash Awards	Award Amount	Annual Savings to State
1953-73	317	992	\$40,477	\$ 812,274
73-74	58	108	5,555	103,840
74-75	68	108	5,915	129,145
75-76	54	115	7,095	2,153,596
76-77	39	83	4,375	104,902
Total	536	1,406	\$63,417	\$3,305,757