

SUGGESTIONS RECEIVED IN FISCAL YEAR 2000
(July 1, 1999 -- June 30, 2000)

SESP Number	Employee Name	Agency	Suggestion Summary	Board Decision (all receive Certificate)
FY00-1	Karen Roberts	DOT/DMV	Issue DMV skill test guide in Spanish; improved customer service	Certificate
FY00-2	Dorothy Frankey & Laurie Terwilliger	DOT/DMV	Change color of envelopes to mail form MV3668 from yellow to white to save postage costs (6 cents less for yellow envelopes). Estimated annual savings: \$47,500; over 5 years: \$237,500	Certificates and \$80.00 cash award each
FY00-3	Gary Dikkers	DOT/DTID	Promote STAR program in DOT weekly bulletin	Certificate
FY00-4	Carolyn Hackler	DOT/DMV	Data entry improvement to save employe keystrokes when doing a procedure	Certificate
FY00-5	Larry Lawniczak & Ron Neuman	UW-Oshkosh	Affix food-safe teflon valve seat with stainless steel screws as an inexpensive, durable alternative to the much more costly solution of replacing valves on steam kettles; savings per valve = \$515.00 (4 "new-idea" valves in operation). Total savings: \$2,060 (1-time)	Certificates and \$25.00 cash award each
FY00-6	Ronald Diehl	DETF	Reduce number of employee folders for filing of health plan reports to 1 folder per employer per year rather than 1 per month; Savings in time and space: Annual: \$231; over 5 years: \$1,155.00	Certificate
FY00-7	Sharon Dillon	DOT/DTID	Place drop box outside fleet office for returning state car keys and log books after hours.	Certificate
FY00-8	Nancy Wilms	DOT/DMV	Provide cardboard cutout aid to children or adults who may have trouble keeping their signature within the correct box on the ID card application.	Certificate
FY00-9	Timothy Sturtevant Jenny Kluever	DOT/DMV	Make form MV-3453 electronically available on the DOTNET.	Certificate
FY00-10	Daniel P. Johnson	DOA	Mr. Johnson has saved the State of Wisconsin more than \$18,000 in the past seven years of FAA certification by becoming certified to perform federally required aircraft altimeter/transponder certification and repairs every two years. He continues to save the state between \$2000 and \$3000 biennially by performing these inspections. Additional advantages of his certification are: reduced aircraft downtime, assurance that checks and tests are done properly and completely, and increased availability of aircrafts and pilots. Annual Savings: \$3,790 (ave.); over 5 years: \$18,950.	Certificate Cash Award \$150.00

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FY00-11	Steven F. Schwartz	DOT/DMV	Revise the aging priority of image documents. Improves service quality; no specific fiscal impact.	Certificate
FY00-12	Felicia M. Davis	DOT/DMV	Revise license plate renewal postcards to show that a counter fee is needed when paying in person.	Certificate
FY00-13	Victoria L. VanDeventer and Jennifer L. Olson	DOT/DMV	Use state court system's Internet site to investigate background checks instead of paying the Dept. of Justice. Annual Savings: \$1,800; over 5 years: \$9,000.	Certificates; Cash Award \$90.00 (\$45.00 each)
FY00-14	Nancy J. Passehl and Linda S. Mabie	DOT/DMV	Provide outreach information to young consumers purchasing a vehicle for the first time.	Certificate for each
FY00-15	Debra A. Marsolek	DOT/DMV	Revise form MV-3117 for certificate of a lost license or ID card.	Certificate
FY00-16	Carolyn Hackler	DOT/DMV	Cross-train unit workers on priority work packs.	Certificate
FY00-17	Mary Pagliaro	DOT/DMV	Have a certified CPR person from each work area be in charge of keeping area's first aid kit supplied.	Certificate
FY00-18	Steven Pfundtner	UW-Green Bay	Mr. Pfundtner identified that spray painting of doors created a safety and scheduling problem. He designed a device that reduces the number of people to move the doors and also decreases the chance of injury. Annual savings: \$513.75; over 5 years: \$2,568.75. This suggestion could be implemented statewide.	Certificate Cash Award \$25.00
FY00-19	Linda Magnuson	Justice	Replace "Next Day Mail" UPS service with "Next Day Ground" UPS service which will achieve the same mailing results at a 75% savings in costs. The use of free UPS software and low-cost label printer will result in additional savings in secretarial time. Annual Savings: \$7,900; over 5 years: \$39,500 This suggestion could be implemented statewide.	Certificate Cash Award \$80.00 Resubmit if savings continue after Year 2.
FY00-20	Robert Schenck	DHFS/MMHI	Use digital photography for patient pictures at Mendota MHI. The photos become part of the face sheet and are stored in computer files for retrieval and verification. These can be sent electronically and duplicated via laser jet printer. Annual Savings: \$617.60 (average); over 5 years: \$3,088.00.	Certificate Cash Award \$30.00
FY00-21	Donald Nevert	DHFS/DMT	For every laptop computer purchased by DHFS, a security cable should be purchased. The use of security cables on laptops will protect against theft (approx \$3,800 per computer) and protect against loss of sensitive information. Savings are potential (loss prevention).	Certificate Will reconsider at next meeting; need more info from agency on actual savings based on past history of stolen laptops.

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FY00-22	Lee Halverson & Steven Saeger	DHFS/CWC	In response to their suggestion, CWC now has designated winter parking areas for patients and staff. Concentrating snow removal in specific areas saves staff time. Annual Savings: \$1,200; over 5 years: \$6,000	Certificate each Cash Award \$60.00 (\$30.00 each)
FY00-23	Barbara Roznowski	DHFS/OSF	For winter safety, state cars should be equipped with minimum emergency items such as: blanket, first aid kit, flares/reflects, flashlight, batteries, etc., to enhance safety of state employees who travel in state cars on business. No information on acquisition cost or anticipated benefits.	Will forward suggestion to DOA Fleet. Will reconsider at future board meeting if implemented and information about savings is provided..
FY00-24	Mark Argue	DHFS/CWC	Attractive, high-quality wall coverings help raise the morale in institutions. Mr. Argue suggested and developed a means of getting this result at a fraction of the time and cost required in the commercial method. Annual Savings: not specified. Depends on square footage of areas. Will also need to be assessed for longevity in 3 years.	Certificate Need more information from agency on implementation and savings. Will reconsider at future board meeting.
TOTALS:	24 suggestions from 7 agencies		Annual Savings: \$65,600 Total (up to 5 year savings): \$319,800	