

**SUMMARY OF EMPLOYEE SUGGESTIONS RECEIVED BY BOARD
IN FISCAL YEAR 2008 (JULY 1, 2007 - JUNE 30, 2008)**

ESP No.	Name & Agency	Suggestion Description & Benefits	Board Decision
FY08-01	Linda Juno, DOT	Post information on the DMV public web site that would replace a 30-page informational starter packet that is currently mailed to all new third-party agents who join the automated processing partnership system. Cost Savings: \$2,447 per year.	Certificate and Cash Award of \$75
FY08-02	Rod Korth, DOT	Work with DNR to provide access to a list of applicants that are registered with the DNR Refrigerant Recovery Program so an original salvage dealer license plate can be issued faster. Cost Savings: \$2,920 per year.	Certificate and Cash Award of \$90
FY08-03	Maura Ducharme, DOT	Designate a vacant curb parking spot (for a week) to a STAR suggester. It was decided to randomly select a name from the list of attendees invited to the annual STAR awards ceremony.	Certificate
FY08-04	Deborah Godt, Commerce	Convert "Safe & Sound" newsletter from printed newsletter to e-newsletter. Disbursement could be via e-mail, departmental intranet site, or perhaps link could be attached to PTAWEB and highlighted when a new edition is released/published. NOTE: This was already implemented prior to the suggestion being evaluated.	Certificate of Commendation
FY08-05	Steve DeWald, DNR	Increase safeguards for personal security for Warden staff. The Law Enforcement Program has historically used Warden's Social Security numbers as their agency tracking/identification numbers. There is concern that continued use of Social Security numbers for this purpose could jeopardize Wardens' privacy and personal safety in the event that this information would by some means become public. Replace Social Security numbers with agency-generated numbers not linked to any personal identifiers.	Certificate of Commendation
FY08-06	Jeff Meicher, Corrections	Used old CPR mannequins to create a lifelike mannequin that could be used in suicide prevention training at a minimal cost. Therefore, was able to save state the cost of having to buy mannequins that are manufactured for this purpose (about \$900 to \$1000 estimated cost). This suggestion could be implemented at other state institutions.	Certificate of Commendation

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FY08-07	Wendy Pink & Brian Schroeder, DETF	Combine the two health insurance forms (application and change) into a single application/change form, to be printed as 1-ply. The new single form can be used by employees to either apply for health insurance coverage or make personal or coverage changes. The annual cost to print 85,000 copies at \$0.01 per copy is \$850. The new form will also be more efficient to complete and process. Average Annual Savings: \$7,492.40.	Certificate of Commendation and Cash Award of \$225.00
FY08-08	Jill Reeve, DOT/DMV	Improve customer service by revising and automating the disabled/special plates process with the medical internal review system. Average Annual Savings: \$2,300.00.	Certificate of Commendation and Cash Award of \$70.00
FY08-09	Caroline Rabehl, DOT/DMV	Provide a link to vital records on the DMV web site so customers know who to contact to obtain a certified birth certificate.	Certificate of Commendation
FY08-10	Barbara LaVoie, DOT/DMV	Begin charging DMV customer requests for sample plates and shipping charges. Average Annual Savings: \$400.00.	Certificate of Commendation
FY08-11	Michael Joyce, DOT/DTD	Convert Automatic Traffic Recorder collections sites from manual "at site" data transfer to modem/cellular data transfer. Found a reliable DataRemote cellular modem. Reduces the cost of having a landline for only an hour's worth of access per month. Average Annual Savings: \$2,400.00. Board may consider additional cash award if this suggestion is implemented at additional DOT Districts.	Certificate of Commendation and Cash Award of \$72.00
FY08-12	Steven Krebs, Janie Pflaum, Sally Andrews & Frank Hilscher, DOT/DTID	Convert to a 3-month billing cycle for the 500 highway construction plans and specifications CDs mailed each month to the contracting industry. Also used an existing database to automatically generate the invoices rather than having to collate and sort thousands of pieces of paper to track orders. Average Annual Savings: \$13,440.00.	Certificate of Commendation and Cash Award of \$403.00
FY08-13	John Collard, DOT/DMV	Include a statement on note sent with license/ID reminding individuals to sign the anatomical gift statement if being an organ donor is their intent.	Certificate of Commendation
FY08-14	Caroline Rabehl, DOT/DMV	Rearrange the location of the most important information needed for first-time Wisconsin residents obtaining a driver license on DOT's web site. Proof of legal presence should be listed before all of the other requirements to help draw attention that it is a basic requirement. Many customers come into the Division of Motor Vehicles service centers claiming this information is not on the web site. It is, but they do not scroll down far enough.	Certificate of Commendation
FY08-15	Dreher Dysert, DOT/DMV	Include a place on the dealer complaint form for the consumer's e-mail address.	Certificate of Commendation

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FY08-16	Mary Watkins, DOT/DMV	Add a link to DOT Division of Motor Vehicles web site to the U.S. Department of Homeland Security web site to provide customers with legal presence compliance information.	Certificate of Commendation
FY08-17	Fred Bailey, DNR	Small public business drinking water wells in Wisconsin (about 12,000) are tested annually for bacteria content. Many fail the test and the wells must be cleaned and re-sampled until the samples indicate acceptable drinking water. Cleaning the wells is labor-intensive and time-consuming. To save time and money, Mr. Bailey suggested that a machine shop fabricate tools for vacuuming insects and spiders, which are often the cause of contamination, out of the wells during cleaning. The wells are restored to safe drinking water status sooner and the need for repeat cleaning and sampling is reduced. These tools are not sold commercially and are lent out to pump installers and well drillers.	Certificate of Commendation
FY08-18	Fred Bailey, DNR	Past practice for cleaning out contaminated drinking water wells was a tedious, labor-intensive hand pump procedure that could take several days if done right. It is extremely difficult to come up with the staff time or muscle to do that by hand. Consequently, some contaminated wells are off-line for the entire summer because of the difficulty flushing them out and getting a consistent, safe bacteria test from the water. Mr. Bailey obtained a used pump jack having an electric motor, and got it fixed so that it is now being lent out to public and county park rangers to flush out contaminated drinking water wells.	Certificate of Commendation
FY08-19	Lynn Goldade, DNR	The intent of this suggestion is to make the State Employee Suggestion Program more visible to DNR employees and to make program information and the suggestion form easier to access. It is hoped that more employees will become aware of the program and more suggestions will be submitted as a result. A link has been added on the DNR intranet home page to the State Employee Suggestion Program web site.	Certificate of Commendation

TOTALS:

19 suggestions received from 5 agencies/campuses (DOT - 12 suggestions; DNR - 4 suggestions; DOC - 1 suggestion; DETF - 1 suggestion; Commerce - 1 suggestion)

Total savings (annual): \$31,399.00

Total savings (up to 5 years): \$156,995.00