

Suggestion List

01-Jun-09

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Agency for Health Care Administration

	1641	3/18/2009			Y	5/18/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation: Yes. This suggestion has already been implemented. Employees are requested to turn off their lights when they leave their office for an extended period of time and when they leave the office for the day.

An email reminder should be sent to all Agency staff.

Steps Taken: See above.

Efficiency: Unknown.

	1876	4/7/2009			Y	5/27/2009
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The state has cut back on the heating and a/c temperatures to save power and reduce the cost the state is paying for power. Also, we've all been asked to remove several items (coffee pot, space heaters, etc) to help with this. I believe the state may have overlooked one large way to reduce the power consumption on a state wide level and significantly reduce the cost of electricity used by state facilities, Lighting.

Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:** In theory, yes. However the majority of our staff are in buildings under "full-service" leases, which include utilities as part of the monthly lease payment.

Implementation: As mentioned previously, there would be no cost savings to do so. Additionally, to reduce lighting could potentially cause safety/risk management concerns.

Steps Taken:

Efficiency:

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Agency for Work Force Innovation

1747 3/27/2009 Y 4/22/2009

I guess there could be a valid reason but isn't it a waste of time and money to send the payments out separately? It must take a lot of time to do the work with so many people on unemployment...doesn't it take twice as long to do it twice? What about the postage?

Has Merit?: Y **Explanation:**

Implementation: Under investigation at this time.

Combining the additional \$25 stimulus payment into one payment is an ideal outcome; however, to do so requires extensive programming to make deductions for child support, earnings, overpayment offsets, and other functions prior to adding the \$25 amount to the one payment. At the time, the Agency assessed the benefits and costs associated with issuing a combined check. It will take approximately 2,000 hours or more of programming in addition to programming done to support including the \$25.00 into one payment. Adding the separate payment only required approximately 1,000 hours of programming. Issuing the separate payment enabled the agency to expedite the payment of these much needed benefits. We understand almost every state utilized the same strategy and for the same reason Florida did.

Steps Taken:

Efficiency: The agency's goal was to get these much needed funds into the hands of our customers as quickly as possible realizing that there may not have been any monetary savings. The agency was able to expedite the payment of the stimulus money by issuing separate payments.

1879 4/7/2009 Y 4/23/2009

The state has cut back on the heating and a/c temperatures to save power and reduce the cost the state is paying for power. Also, we've all been asked to remove several items (coffee pot, space heaters, etc) to help with this. I believe the state may have overlooked one large way to reduce the power consumption on a state wide level and significantly reduce the cost of electricity used by state facilities, Lighting.

Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:** Certainly, The Agency for Workforce Innovation (AWI) concurs with the suggestion. The Caldwell Building's light fixtures contain two fluorescent tubes, and by disconnecting one of the tubes in the fixtures theoretically, reducing the consumption by half. This action has already been implemented in all agency-owned buildings.

Implementation: Yes, AWI implemented this initiative almost two years ago.

The steps required to implement this initiative were to simply remove or disconnect one of the fluorescent tubes in the fixture.

Steps Taken: Agency maintenance staff disconnected one of the fluorescent tubes from each fixture in the common areas and hallways.

Efficiency: We know that this initiative created a savings, but we cannot state the monetary amount because we also implement other energy saving measures at the same time. However, we can say that all our initiatives have created a saving of 82,800 KW in the Caldwell Building over the last 10 months in spite of the fact the building is now operating 6 to 7 days a week compared to last year when the building was operated only 5 days a week. There was no expense associated with removing one of the fluorescent tubes from the fixture. The building is functioning at the same level of efficiency

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while at the same time using less energy which saves the State of Florida money and reduces our Carbon Foot Print.

2047	4/23/2009	0	Recurring	Y	4/28/2009
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We waste tons of office supplies, we buy things we don't need, we surplus things that are practically brand new. There is very little storage available for surplus so things are taken to the dump regularly. Employees should be able to buy the perfectly good furniture and computers that we regularly surplus. I put unknown because I don't want to be identified since it will be obvious who made this suggestion. I've been making it loud and clear for a long time. I'm sure this kind of activity is rampant throughout every agency.

Has Merit?: Y **Explanation:** Is this properly assigned to your Department? Possibly
 Yes; the careful and thoughtful management of office supplies, equipment and furniture is important. With regard to the sale of surplus property, the Agency would note that the sale of surplus property is only one legal method of disposing of surplus property. The Agency for Workforce Innovation (AWI) donates a majority of its surplus property to other governmental entities, schools, and non-profit organizations. If an agency benefits from the sale of the surplus property, it is possible to hold a sale, however, the quantity of available surplus property at AWI has not warranted a sale.

Implementation: Yes – when appropriate. There are already provisions within AWI Policies and Procedures for Property Management to hold surplus property sales. AWI will hold these sales only if needed, based on the quantity of surplus property far exceeding the storage space available. Surplus sales are expensive to conduct and do not benefit the Agency financially. With regard to surplus office supplies (pens, paper, etc): although the Agency has not established that such office supplies are purchased in excess and discarded, the Agency will take this opportunity to remind all staff of the importance of purchasing only those daily supplies that are necessary to avoid any waste.

With regard to office furniture and equipment, the following steps are taken by AWI for disposing of property:

- 1) All items available for the sealed bid sale must be approved by the AWI Surplus Review Board. (Note the Agency established a Surplus Property Review Board that consists of senior agency management several years ago.)
- 2) The sale has to be publically advertised within the local region at minimum of (3) days prior to the sale.
- 3) All items must be clearly identified and marked as an item included in the sale.
- 4) Representatives from Financial Management and General Services must be present during the entire period of the sale to appropriately witness the sale and to appropriately collect payment for items.
- 5) General Services is responsible for the coordination of the retrieval of the surplus items by the recipient.
- 6) All property records must be accurately updated to reflect the sale and disposition of the property.
- 7) All items remaining must be disposed of using the other legal methods indicated.

Steps Taken: As stated above, there are provisions already within AWI Policies and Procedures for Property Management.

Efficiency: N/A

2116	4/27/2009			Y	5/5/2009
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By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

American Heart Association's Start!

<http://www.americanheart.org/presenter.jhtml?identifier=3053031>

This is what Start! is all about — employees stepping away from their desks to get some quick and easy physical activity at work. Remember, walking can help a person reduce their risk of heart disease and stroke. And healthier employees help you reduce healthcare costs. So why wouldn't you want employees up and moving?

Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

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And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

Has Merit?: Y **Explanation:** There is always a value on encouraging employees to remain active and exercise.

Implementation: A change in the State of Florida Personnel rules with a change in F.S. 110 governing State of Florida employment.

Steps Taken:

Efficiency:

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SUGGESTION

Department of Children and Families

	1940	4/10/2009			Y	4/20/2009
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home detox inc., this is a program that has been located in VENICE, for ten years for alcohol and substance abuse, which does DETOX and COUNSELING IN THE HOME.. THIS PROGRAM, RECOGNIZED BY DCF IN 2007 AS THE "BEST SMALL PROGRAM" SHOULD BE UTILIZED FOR FIRST TIME DRUG OFFENDERS. BECAUSE OF THE DAILY VISITS, THEY NOT ONLY WOULD GET THE TREATMENT THEY NEED, BUT THEY ARE MONITORED, DRUG TESTED, AND DAILY REPORTS ARE DONE...THUS, PROBATION AND THE COURTS WOULD HAVE THE OPPORTUNITY TO SEE THE OFFENDERS PROGRESS. THIS WOULD FREE UP JAIL SPACE, SAVE LIVES AND TIME FOR THE DRUG COURT SYSTEM AND PROVIDE A SERVICE TO PROBATION. THIS IS THE ALTERNATIVE TO RESIDENTIAL TREATMENT.

Has Merit?: Y **Explanation:** The answer is actually yes and no. In some cases. Detoxification is not needed by most first time drug offenders. In-home counseling is widely used in Florida and helps with engagement of clients and retention in care (vs. missed appointments or lack of follow through by the client). Frequent drug testing is an excellent means of identifying compliance with counseling/treatment requirements and to more accurately identify drug use at the point of assessment.

Implementation: The Department of Children and Families is in the process of shifting services to more front-end care, using residential treatment as a last or only resort. In many cases, the offender's home environment is a big part of the problem (drug using peers or family members). Attendance of a program outside the home on a regular basis promotes individual accountability, which is an essential part of recovering from alcohol/drug abuse. In-home services are used widely around the state when attendance of an outside problem is problematic (child care, disability, transportation).

Steps Taken:

Efficiency:

	1972	4/15/2009			Y	4/20/2009
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HOME DETOX, INC. PROVIDED ME WITH CARE FOR MY SUBSTANCE ABUSE IN MY OWN HOME..DID NOT HAVE TO BE IN A 30 DAY PROGRAM AWAY FROM FAMILY AND SUPPORT, WENT TO WORK, TOOK CARE OF MY FAMILY..I AM NOW ON NALTREXONE AND DOING WELL..CNN TALKED ABOUT NALTREXONE ON TV LAST NIGHT..THIS PROGRAM USES IT AND IT WORKED FOR ME..WHY ARE WE NOT HELPING PEOPLE STAY HOME AND FUNCTION, GET THE MEDICATION AND HELP THEY NEED..THIS PROGRAM SAVED MY LIFE..AND THE COST WAS MUCH LESS THAN REHAB..

Has Merit?: Y **Explanation:** The answer is actually yes and no. In some cases. Detoxification is not needed by most first time drug offenders. In-home counseling is widely used in Florida and helps with engagement of clients and retention in care (vs. missed appointments or lack of follow through by the client). Frequent drug testing is an excellent means of identifying compliance with counseling/treatment requirements and to more accurately identify drug use at the point of assessment.

Implementation: The Department of Children and Families is in the process of shifting services to more front-end care, using residential treatment as a last or only resort. In many cases, the offender's home environment is a big part of the problem (drug using peers or family members). Attendance of a program outside the home on a regular basis promotes individual accountability, which is an essential part of recovering from alcohol/drug abuse. In-home services are used widely around the state when attendance of an outside problem is problematic (child care, disability, transportation).

Steps Taken:

Efficiency:

	2160	4/28/2009			Y	5/8/2009
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just wanted you to know that there is a way to save money and save lives in this state. you must know of a drug and alcohol abuse program in venice, florida that i just completed IN MY OWN HOME. this program SAVED MY LIFE AND HELPED MY FAMILY COPE WITH MY ADDICTION TO OPIATES. NOWHERE DID I FIND A MORE AFFORDABLE AND COMPLETE PROGRAM. I BELIEVE THAT NORMAN F. SHEWMAN AND HIS PROGRAM COULD SAVE MANY LIVES, ESPECIALLY THOSE THAT CANNOT AFFORD RESIDENTIAL TREATMENT. I NEEDED MY FAMILY TO UNDERSTAND WHAT I WAS GOING THRU AND THIS PROGRAM GAVE ME THAT SUPPORT. I DID NOT HAVE TO LOSE MY JOB OR MY HOME AND BECAUSE OF THIS PROGRAM I DID NOT HAVE TO LOSE MY FAMILY AS WELL. I AM ON THE ROAD TO RECOVERY THANKS TO THIS PROGRAM AND IT IS ONE THAT WOULD SAVE THIS STATE NOT ONLY DOLLARS, AND JAIL SPACE, BUT MANY LIVES..WHY CAN WE NOT OFFER THIS PROGRAM TO FIRST OFFENDERS INSTEAD OF BEING LOCKED UP? IT IS TIME FOR A CHANGE IN THE WAY WE DEAL WITH ADDICTION..THIS IS THE ANSWER..

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Implementation: The Department of Children and Families is in the process of shifting services to more front-end care, using residential treatment as a last or only resort. In many cases, the offender's home environment is a big part of the problem (drug using peers or family members). Attendance of a program outside the home on a regular basis promotes individual accountability, which is an essential part of recovering from alcohol/drug abuse. In-home services are used widely around the state when attendance of an outside program is problematic (child care, disability, transportation).

Steps Taken:

Efficiency:

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Department of Corrections

1656	3/19/2009				Y	4/10/2009
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The Dept. of Corrections should place a electric meter on each of their warehouses. This will reveal the actual cost of maintaining their warehouses. Currently the Corrcetions agency provides free storage of the Kefee company that runs the inmate canteens. The agency is getting zero dollars for use of their warehouses and Kefee is utilizing over 60% of the electrical cost in the warehouses. Kefee state contract should be re-written to include a storage use rate comparable to the private sector and a % that the utility company estimates that the Kefee company is using in electric usage. The Corrections agency will find out that the Taxpayers are being nailed for Kefee's operating cost at a Large cost.

Thank You

Has Merit?: Y **Explanation:**

Implementation: The suggestion to meter the warehouses in order to charge the canteen services contract provider for utility and storage cost on the surface would appear to have merit; however, the canteen services contract is actually a revenue generating contract generating approximately \$32 million a year. This contract is awarded based on the responsive bidder who delivers the highest payment per day for each inmate counted on that day's population. Since it is bid based on highest per diem any additional cost that is passed to the contractor merely results in a lower per diem bid to the department. So in essence we could charge the contractor for use of the warehouse but they in turn would reduce the amount they pay the State to cover their projected storage and utility cost.

Steps Taken:

Efficiency:

1662	3/19/2009		Recurring		Y	4/10/2009
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The Corrections Agency is failing to reduce the cost of electricity at each facility. Numerous state houses are not metered. Each employee who resides in staff housing should be made pay the total electric usage cost of their house. This should be also for the staff apartments(Rooms) and trailer parks. The cost for installing the meters will be paid back to the agency within less of one year.

Has Merit?: Y **Explanation:**

Implementation:

At present the Department is installing electric meters at each staff housing unit at sites where we build a new facility. The Department has installed meters on the majority of the existing staff housing units with the exception of a few of the older facilities. As resources become available, the Department plans to install meters on all the staff housing units.

Steps Taken: See above.

Efficiency:

1665	3/19/2009				Y	4/7/2009
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The corrections agency had the practice of going to pick-up and deliver the mail to the local post offices. This practice should be stopped. It is the US Postal Service's mission to deliver free mail! Why is the state spending thousands of dollars in state workers time and vehicles when the mail can be deliver to each facility for zero cost.

Has Merit?: Y **Explanation:**

Implementation: See above. However, this suggestion will be forwarded to the regional business managers requesting they review the mail practice for all facilities and offices within their region to ensure the most cost effective manner of the mail service is utilized.

Steps Taken:

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Efficiency:

	1732	3/25/2009		Recurring	Y	4/10/2009
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If the Corrections agency would have their IT department to re-set all state computers to close off within 5 minutes of non use, it would help save a large amount of electricity. The cost of computers electrical usage is a lot. All offices, institutions, education buildings would help bring down the cost of electricity.

Has Merit?: Y **Explanation:**

Implementation:

The time frame mentioned is too short, but a combination of power saving things can be done. (disk drive hibernation/sleep mode etc). There are some technical considerations such as will drive mapping be lost when the pc goes into sleep mode but there is no reason not to continue to implement to the extent we can without impacting operations.

Steps Taken: We will continue to move forward with this, 1st step is easy – educate users via email’s DCWEB and the department’s internal media, the Correctional Compass, to turn the PC’s off at the end of the day.

Efficiency:

	1733	3/25/2009		Recurring	Y	4/10/2009
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The department of corrections should have a outside contractor come in and install solar panel grid systems in all of it’s correctional education/vocation programs. Federal grant money would be well spent to this use-full project. The Re-entry programs would almost cost their utility cost to less than \$75.00 per building.

Has Merit?: Y **Explanation:**

Implementation:

A meeting was held on March 19th to discuss the use of solar energy and how it could be produced and installed on state lands. PRIDE industries were invited to participate in the discussions as the conduit for a PIE program. PRIDE has also been involved in the development of finding a company to participate in a PIE program utilizing inmate labor in production of solar silicone panels. It was stated that if an agreement was made with a company which was agreeable to the Department, a pilot program would be located at an institution for the production of the solar panels, installation of the panels, and utilization of inmate labor to reduce the cost of utilities to the Department and the State of Florida.

Steps Taken: PRIDE will be contacting the Department for direction and approval if it appears a solar energy industry PIE agreement can be accomplished.

Efficiency:

	1837	4/1/2009		Recurring	Y	4/23/2009
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As part of the economic package the State of Florida is going to get. Consider spending a portion of the money of putting solar panels on all state buildings through state approve contractors. The Corrections agency would majorly reduce their high electric cost by putting solar panels to reduce their electric cost.

Has Merit?: Y **Explanation:**

Implementation:

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Efficiency:

1888	4/7/2009		Recurring		Y	4/27/2009
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Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:**

Implementation:

1. Testing would need to be completed to ensure that the reduction in lighting would still provide enough lighting to meet NFPA 101 requirements. standard.

NFPA 101 – Life Safety Code Handbook, Chapter 7.8.13: The minimum illumination for floors and walking surfaces, other than new stairs during conditions of stair use, shall be to values of at least 1 ft-candle (10.8 lux), measured at the floor. Also, assembly occupancies, the illumination of the floors of exit access shall be at least 0.2 ft-candle (2.2) during periods of performances or projections involving directed light.

2. Since most state office building are leased from a private entity, Approval to remove the light bulbs and testing would need to be coordinated with the owner of the building.

Steps Taken:

Efficiency:

1979	4/16/2009		Recurring		Y	4/23/2009
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Have the corrections agency to have their IT department to modify each computer monitor's power setting to auto-matically turn off after 1/2 minutes. This would save thousands of dollars of electrical cost and extend the life of computer monitors.

Has Merit?: Y **Explanation:**

Implementation:

We will continue to move forward with this, 1st step is easy – educate users via email's DCWEB and the department's internal media, the Correctional Compass, to turn the PC's off at the end of the day.

Steps Taken: See above

Efficiency:

1980	4/16/2009		Once		Y	4/24/2009
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With the agency going to cut over 130 administrative staff. Immediately have the human resources director to identify the staff who are targeted and if the individual can't or is in-eligible to retire. Re-assign/promote these staff to other positions before the cuts must be made.

Has Merit?: Y **Explanation:**

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Implementation:

Under the Secretary's direction, Chief of Staff Bonnie Rogers has created a workgroup to determine the impact of potential reductions and to develop a plan to implement them minimizing impact to employees to the extent possible.

Steps Taken:

Workgroup has determined what reductions could be made without compromising services provided to the field. Once final reductions are authorized by Legislature, next step will be to develop a plan to implement reductions with focus on placing impacted employees to the extent possible. the department has asked the Legislature for operational flexibility to accomplish this.

Efficiency:

1982	4/16/2009		Recurring		Y	4/24/2009
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Stop purchasing any items not deemed emergency, except for food service items. Live on a tighter budget.

Has Merit?: Y

Explanation:

Implementation:

The department continues to practice cost efficient methods of procuring not only in these lean budget times, but as general practice. Although the prison population has increased 33% over the last seven years, the daily cost to house them has only increased 11% - proof positive of the department's efforts. Regardless, we continue to look for more efficient, cheaper ways to do business, ever mindful of the taxpayers dollars that are appropriated to us every year.

Steps Taken:

See above.

Efficiency:

2002	4/17/2009				Y	5/22/2009
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I just read the story of Kent on CNN online series on addiction..my son is a recovering addict on NALTREXONE.he received treatment at HOME DETOX, INC. in VENICE, FL.and still attends counseling each week. This program has saved my son's life. What surprised me was that this program has been here for ten years using this therapy and no one told me this was the way to go. i found this program on line, talked to Norman Shewman, and found it not only cheaper than rehab, but i could be involved in my son's life and gained an understanding of what he is going thru. why do not use this program in drug court..why are we not recommending it for its cost effectiveness and the many lives it would save..why aren't we the first in the country to use this program instead of last in controlling our drug and alcohol problems..THE CNN SERIES should be a wake up call

Has Merit?: Y

Explanation: The suggestion has merit for the appropriate client. Further research and contact with the agency would be required to determine if it is appropriate for the felony probation client.

Implementation: See above.

Steps Taken:

Efficiency:

2124	4/27/2009				Y	5/22/2009
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By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

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healthier employees help you reduce healthcare costs. So why wouldn't you want employees up and moving?

Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

Has Merit?: Y **Explanation:**

Implementation: The Department of Corrections has long recognized the merits of improving the fitness levels of our employees. State Attorney Meggs' office has no doubt developed an excellent program, but because this department is subject to different state personnel rules regarding administrative leave, we would be unable to implement a program that rewards employees with time off. However, development of a sustainable employee fitness program is very high on our agenda, and we will certainly investigate other ways that we may be able to reward employees who are successful in meeting fitness goals.

Steps Taken:

Efficiency:

2174	4/29/2009	Recurring	Y	5/22/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation: Already in place.

Already in place.

Steps Taken: Notification to staff already in place.

Efficiency:

2211	4/29/2009		Y	5/22/2009
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As a state agency, we are mandated to buy the lowest cost ticket item. The lowest cost item does not stand up to the use and sometimes is only good for one time. IE markers, highlighter, pens, etc. What a waste of money.

Has Merit?: Y **Explanation:**

Implementation: The State is not mandated to always purchase from the vendor offering the lowest price, but awarded to the vendor offering the goods or services with the best interests of the State. Although most purchases are made to the vendor offering the lowest cost, there are occasions when the Department purchases goods or services from a vendor at a higher price for the following reasons:

1. The product might be:

- available from a State Term or Department Contract;
- needed for standardization;
- has features for ease of use;
- connected to other equipment;
- delivered sooner;
- purchased because of an existing emergency situation;

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

- purchased because of quality or durability;
 - purchased because of warranty requirements;
 - purchased because of maintenance features;
 - purchased because of life cycle cost considerations; such as:
 - o original cost
 - o maintenance
 - o energy used
 - o ability to recycle the product
 - purchased because of statutory requirements;
 - o PRIDE
 - o RESPECT
 - legislative line item appropriations.
2. The vendor might:
- be determined to be non-responsive or non-responsible;
 - require unacceptable terms and/or conditions;
 - refuse to register in MyFloridaMarketPlace.

Steps Taken:

Efficiency:

2443	5/13/2009				Y	5/22/2009
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Set the default setting on all state agency copiers/printers to "duplex", "greyscale". When people need single sided copies or color copies they can still select those options. This should save \$\$ in several ways - the cost of paper, the cost of ink, the cost of mailing/shipping, the cost of storing and archiving documents, the cost of rent associated with space needed to store and archive documents. It will also save trees!

Has Merit?: Y **Explanation:**

Implementation: This is currently implemented to the extent possible. Many our of printer models do not have the duplex feature capability, those that do- utilize it. Also where print quality is not reduced to an unacceptable level, the ECONO/DRAFT/GRAYSCALE option is generally used. (we will follow thru to see if any more printers can print in that mode to further reduce toner usage)

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Environmental Protection

	1542	3/11/2009			Y	4/9/2009
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DEP drinking water inspectors have to travel long distances from their main office to inspect water systems like convenience stores. A DOH person in the area equipped with a digital camera and chlorine test kit could take pictures of the tanks, well, etc., and test the water for chlorine residual. A few pages in the operations log book could also be photographed. The DOH person could sent the pictures to the DEP via email. Someone at the DEP could enlarge the photos on the computer screen and examine the photos just as if he or she were actually on the plant site. The photos could be compared to past photos to see any changes in the piping or equipment. The photo of the O&M log pages would be read to see if the plant has any recurring problems. This reduces the need to send trained DEP inspectors on the road to get the information readily obtained from these photos sent from someone in the area. This is far less costly.

Has Merit?: Y **Explanation:**

Implementation: Having a trained inspector on site provides a 4-dimensional view of the situation and provides us an opportunity to interact with the operator to discuss problems and issues. We do take photos on site to use for comparison purposes, but those photos are often of suspected problem areas or areas of concern, chosen based on the inspector's knowledge of the process. One twist on the concept would be to provide basic training to these people so that while they may on site conducting a food inspection, they also might observe potential problems with the drinking water system and alert our inspectors. We hope to soon be working on improvements in the way the inspection is recorded and reported, so that an inspector can essentially complete the inspection at the site, complete the inspection report, and send it to the supervisor for review. The inspector can then proceed to the next site without having to return to the office.

Steps Taken:

Efficiency:

	1547	3/12/2009			Y	4/9/2009
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Recycling

Recently I visited Beverly New Jersey and learned about their recycle program. The people of their city actively recycle because the money it generates reduces their tax bill. The amount generated is divided by the number of residents and that amount is subtracted from their tax bill.

If we did this our land fills would not fill up a quickly and we would help the environment too,.

Thank you for your time and consideration.
 Jeanne Siegel
 7825 Ridge Road
 Seminole fl 33772
 727 391 4567- evening

I teach during the day and can not be interrupted in the classroom so if you call my cell limit it to the hours between 12 noon and 1 pm or after 3 pm

Has Merit?: Y **Explanation:** Yes, but it only applies to local property tax payers (homeowners), not renters. It leaves out a large segment of waste generators. Staff in the Department of Environmental Protection's Waste Reduction Section called Ms. Siegel after 3:00pm on March 31, 2009 to discuss her suggestion. She was very appreciative of the call.

Implementation: Because better alternatives exist, such as pay-as-you-throw programs, that would more effectively target all waste generators. In communities with pay-as-you-throw programs (also known as unit pricing or variable-rate pricing), residents are charged for the collection of municipal solid waste—ordinary household trash—based on the amount they throw away. This creates a direct economic incentive to recycle more and to generate less waste.

In 2008 the Legislature set a new 75% statewide recycling goal by the year 2020. DEP is charged with developing a program to achieve this goal and submit it for the Legislature's consideration in January, 2010. We will be considering many ideas to help achieve this goal. This is the highest state recycling goal in the nation.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

DEP has established a web site for the new 75% statewide recycling goal at <http://www.dep.state.fl.us/waste/recyclinggoal75/default.htm>. We are using this web page to share information and get feedback from various stakeholders. It includes a web forum for interested persons to share thoughts, suggestions and comments and to view ideas submitted from other participants. If you have any questions or comments, or want to be added to our list of stakeholders to receive information by email, please contact us at Recycling.Goal@dep.state.fl.us.

For more DEP recycling information, please visit our web site at www.dep.state.fl.us/waste.

What are the steps required to implement this suggestion?

If it is to be done statewide, state legislation would be required. Any local government has the option to implement it on its own.

Steps Taken:

Efficiency:

1552	3/12/2009	Recurring	Y	3/27/2009
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In Maine, there is a return deposit on all soda cans, soda bottle, plastic bottles, Milk containers, liquor bottles. Some of the bottles are 7 cents or even a dime depending on size. The general public pays this fee. It's included in the price of the item when they buy it. When they are done with the item they have a choice. They throw it away or save it until they get enough of them and they can be taken grocery store that accepts returns. I worked for Hannaford Brothers and they accepted returns. We saved all our bottles and cans and turned them in for a cash refund. We also saw many people who did nothing but travel the roads and pick up trash because they take it to a recycling center and get money for it. Our road were clean up there. So I know it works. You don't have anything like this in Florida, but now with people out of work, set up some recycling centers at grocery stores. People will start picking up trash. Even homeless do that to earn money. I know it works. You could also extend the return deposit to include paper, and paper bags, and plastic, or Styrofoam, or wax cups like those used by McDonalds. If you put a return deposit on all this stuff, I guarantee you won't find any of this stuff laying around on the highways. Try it.

Has Merit?: Y **Explanation:**

Implementation:

The Florida Legislature could consider enacting a beverage container deposit law that requires a refund value for specific beverage containers and requires the recycling of all returned beverage containers. Consumers and dealers would pay a specific deposit fee on certain beverage containers, and distributors, bottlers and dealers would refund that fee to the redeeming party.

Currently there are 11 states (Oregon, Vermont, Maine, Michigan, Iowa, Connecticut, Massachusetts, Delaware, New York, California and Hawaii) with beverage container deposit laws.

Florida data shows that beverage containers make up 15-20% of roadside litter. States with beverage container deposit laws have reduced roadside litter by 69-95% and total litter has been reduced by 30-65%.

The Florida Department of Environmental Protection (DEP), Division of Waste Management, promotes and monitors state-wide recycling and waste reduction programs.

Steps Taken: During the 2009 Legislative Session, Representative Kevin Rader filed House Bill 435 Beverage Container Deposits. The progress of this proposed legislation can be followed on the Florida Legislature's web site at www.leg.state.fl.us.

Additionally, in 2008 the Legislature set a new 75% statewide recycling goal by the year 2020. DEP is charged with developing a program to achieve this goal and submit it for the Legislature's consideration in January, 2010. This is the highest state recycling goal in the nation and DEP is considering many ideas and initiatives, including a beverage container deposit, for potential inclusion in this program.

Efficiency: DEP has established a web site for the new 75% statewide recycling goal at <http://www.dep.state.fl.us/waste/recyclinggoal75/default.htm>. We are using this web page to share information and get feedback from various stakeholders. It includes a web forum for interested persons to share thoughts, suggestions and comments and to view ideas submitted from other participants. If you have any questions or comments, or want to be added to our list of stakeholders to receive information by email, please contact us at Recycling.Goal@dep.state.fl.us.

1629	3/18/2009	Recurring	Y	3/26/2009
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AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

I think all of FL needs to recycle. That would save a lot. My daughter and I are just starting it for ourselves but if everyone did it, it would create less for the landfills.

Has Merit?: Y **Explanation:**

Implementation:

Make the opportunity to recycle available to all Florida residents.

The Florida Department of Environmental Protection (DEP), Division of Waste Management, promotes and monitors state-wide recycling and waste reduction programs as well as the recycling and proper management of household hazardous waste, mercury lamps and devices, batteries, and lead-containing devices (e-waste). Grants and technical assistance are provided to local governments for solid waste management, innovative recycling programs and local household hazardous waste collection centers.

Steps Taken: In 1988 the Florida Legislature enacted a law that directed each county to implement a recycling program. Such programs must be designed to recover a significant portion of at least four of the following materials from the solid waste stream prior to final disposal at a solid waste disposal facility and to offer these materials for recycling: newspaper, aluminum cans, steel cans, glass, plastic bottles, cardboard, office paper, and yard trash.

The Legislature also set a 30% municipal solid waste recycling goal for counties over 100,000 population. Small counties under 100,000 population must at least provide the “opportunity to recycle,” which basically means a county must establish locations where residents can drop off their recyclable materials for recycling.

There are now approximately 350 cities in the state that provide curbside collection of recyclable materials. This includes almost all of the major metropolitan areas where most of the state’s population and waste generation are located.

Additionally, in 2008 the Legislature set a new 75% statewide recycling goal by the year 2020. DEP is charged with developing a program to achieve this goal and submit it for the Legislature’s consideration in January, 2010. This is the highest state recycling goal in the nation.

For more DEP recycling information, please visit our web site at www.dep.state.fl.us/waste.

Efficiency: DEP has established a web site for the new 75% statewide recycling goal at <http://www.dep.state.fl.us/waste/recyclinggoal75/default.htm>. We are using this web page to share information and get feedback from various stakeholders. It includes a web forum for interested persons to share thoughts, suggestions and comments and to view ideas submitted from other participants. If you have any questions or comments, or want to be added to our list of stakeholders to receive information by email, please contact us at Recycling.Goal@dep.state.fl.us.

1753 3/27/2009 Y 4/14/2009

I am not sure that the state has a stake in solid waste collection services, but if it does have the ability to influence policy in this area, I recommend that Florida look into weekly rather than twice-weekly residential service. This would reduce the number of trucks on the streets each day, allow for a more cost-effective use of solid waste vehicles on a 5 day rather than the current 4 day schedule, and reduce the size of the fleet and amount of gas needed to provide solid waste service. It would also smooth the work flow. Based on my 7 years of experience at M-D Solid Waste, it is clear that on Mon and Tues the crews have a full day, but on Thurs and Fri, they finish early as there is less to pick up and fewer trips to the disposal facilities. Many other cities have gone to weekly service, including some in the south. I realize that this savings would pass on to the citizens rather than the government, but it is still the right thing to do.

Has Merit?: Y **Explanation:**

Implementation: The issue of frequency of local garbage pickup is a local government financial and management issue rather than a statewide environmental issue. As the suggester noted, many other cities and counties have already implemented the idea for precisely the reasons the suggester listed. However, some local governments may have their own reasons for not implementing the suggestion especially if the public doesn’t support it. The state has no compelling interest or statutory authority to overrule local governments on this issue.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

2127 4/27/2009 Y 5/6/2009

By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

American Heart Association's Start!

<http://www.americanheart.org/presenter.jhtml?identifier=3053031>

This is what Start! is all about — employees stepping away from their desks to get some quick and easy physical activity at work. Remember, walking can help a person reduce their risk of heart disease and stroke. And healthier employees help you reduce healthcare costs. So why wouldn't you want employees up and moving?

Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

Has Merit?: Y **Explanation:**

Implementation:

Department of Environmental Protection currently has a Worksite Wellness Program.

Steps Taken: Please visit our Worksite Wellness Program at:
<http://depnet.dep.state.fl.us/admin/personnel/Wellness/Wellness.htm>

Efficiency: Our Worksite Wellness program can have a positive impact on you and on the organization as a whole by decreasing medical claim costs, decreasing absenteeism, boosting productivity, and creating a positive work environment!

2154 4/27/2009 Y 5/6/2009

Instead of emasculating the Green Lodging initiative as is currently contemplated, the state should dramatically expand the initiative to include not only the hospitality industry but restaurants, condos, timeshare and indeed the entire public sector. I believe that every college, and all state, county and city buildings should also be inspected regularly to make certain that they also meet minimum environmental standards. The savings they will realize as a result of this initiative could easily be in the hundreds of millions of dollars annually, and when compared to the cost of implementing such a program would represent a substantial return on investment.

Has Merit?: Y **Explanation:**

Implementation: Program reduction issues. DEP responded to Mr. Rosen on Feb. 4, 2009 and forwarded a copy of the response to DFS on 4/28.

Steps Taken:

Efficiency:

2176 4/29/2009 Y 5/6/2009

Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

Implementation:

The Florida Department of Environmental Protection (DEP) is striving to increase awareness of energy and resource conservation throughout the state. We have the opportunity to lead by example, starting from within. Under the leadership of Governor Crist and Lt. Governor Kottkamp, DEP employees are taking the lead for the state of Florida, preserving its resources for the generations to come. View the secretary's video message encouraging you to Spot Conservation. A transcript of this video is available.

Steps Taken: The Department is striving to increase awareness of energy conservation and efficiency throughout the state. We have the opportunity to lead by example, starting from within. Through the leadership of Governor Crist and Lt. Governor Kottkamp, DEP's employees are taking the lead for the state of Florida, preserving its resources for generations to come. Practicing conservation as a DEP employee is easier than you think. By making simple changes, such as turning out your light when you leave your office for a meeting or to go home for the day, you help protect these resources. In addition, using the tips provided at Spot Conservation in your home can not only lighten your carbon footprint, but can also save money.

Efficiency: The Florida Department of Environmental Protection (DEP) is striving to increase awareness of energy conservation and efficiency throughout the state. We have the opportunity to lead by example, starting from within. Under the leadership of Governor Crist and Lt. Governor Kottkamp, DEP's employees are taking the lead for the state of Florida, preserving its resources for the generations to come.

2214	4/29/2009			Y	5/18/2009
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As a state agency, we are mandated to buy the lowest cost ticket item. The lowest cost item does not stand up to the use and sometimes is only good for one time. IE markers, highlighter, pens, etc. What a waste of money.

Has Merit?: Y **Explanation:**

Implementation:

DEP's Administrative Services will be sending buyers a reminder on the process for dealing with vendors when goods or services do not meet contract standards.

Steps Taken:

Efficiency: DEP's Administrative Services will be sending buyers a reminder on the process for dealing with vendors when goods or services do not meet contract standards.

2446	5/13/2009		Recurring	Y	5/14/2009
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Set the default setting on all state agency copiers/printers to "duplex", "greyscale". When people need single sided copies or color copies they can still select those options. This should save \$\$ in several ways - the cost of paper, the cost of ink, the cost of mailing/shipping, the cost of storing and archiving documents, the cost of rent associated with space needed to store and archive documents. It will also save trees!

Has Merit?: Y **Explanation:**

Implementation:

Each State Agency head must mandate this action for their individual agency. Copiers are both leased and purchased by individual state agencies.

Steps Taken: We currently utilize double sided copies and frequently print in black and white to save on color ink cartridges.

Efficiency: Printing double sided copies and utilizing black and white instead of color will save each state agency expense budget.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Financial Services

1538	3/11/2009			Recurring	Y	5/11/2009
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Sworn division and investigations should work 4 10 hour days like other law enforcement agencies. Half of teh work force could be Mondays thur Thursdays and others Tuesdays through Fridays. The public would have contact during core hours.

The work schedule would improve morale as well as reduce cost for employees. As no pay raises are being given, cutting the cost of communting to work one day a week. Appiontments that are normally scheduled during the week could be scheduled on a day off, ensuring that tasks are completed in a timely manner with no breaks due to scheduling of personal appiontments. Investigators could stay in the field longer and complete tasks after having to travel to a given area.

Office operation costs would be reduced.

Numerous other agencies are working 4 day weeks and it amkes sense to follow their lead in assisting our employees in cutting costs and improving morale.

Has Merit?: Y **Explanation:**

Implementation:

The Division of Insurance Frand and the Divison of State Fire Marshal both have sworn law enforcement officers as employees and currently offer a 4 day 10 hours per day work week option to their employees, if practical, and/or if requested by the employee.

Steps Taken: The Department had to determine first if the Divisions could maintain normal office hours Monday - Friday from 8:00 AM - 5:00 PM without disruption of customer service to the State of Florida. Some smaller field offices, due to the number of staff in thoses offices, were not able to participate in the 4-10 work week and continue a high level of customer service.

Efficiency: While a definitive increase in efficiency has not been measured at this time, the Department has experienced a boost in office morale.

1563	3/13/2009	0		Once	Y	5/20/2009
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Your website fails accessibility on so many levels it is hard to know where to start. Let's hope you didn't waste tax payers money to have this site created.

- 1) Playing the video on the first page should be OPTIONAL. There should also be stop and start controls.
- 2) There is no alternative text for the video, which makes it inaccessible to people with hearing problems.
- 3) The "navigation" makes no sense. You can't get to any other page except to go back to the home page.
- 4) the Forms are not accessible by the visually impaired. There are no labels for form fields.
- 5) the "email address" disclaimer is supposed to be on all state web sites and it's not.
- 6) Using color only to specify important info is not accessible (e.g. Do NOT enter personally identifiable information is red, but there are people who are color blind who can't see this.)
- 7) Your link to the Division of Consumer Services in the footer is doesn't work and is just sloppy coding.

Bottom line here- Either you spent too much money for this site, or, maybe, you aren't paying your web developers enough and are getting what you paid for. There is a difference between being lean and being anorexic. I think it's time to exchange "getting lean" with "getting strong and fit."

Has Merit?: Y **Explanation:**

Implementation:

Coordination with Get Lean management team and Website development staff.

Steps Taken: Website staff implemented changes 1, 2, 4, & 7 as a part of scheduled improvements.

Efficiency: Improved functionality of website increases efficiency and decreases need for user assistance. The creation and maintenance of this website is handled internally by department staff as a part of overall job duties.

1591	3/15/2009			Recurring	Y	5/20/2009
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AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

The Division needs to identify and partner with local governments and agencies that would be willing to allow state vehicles to remain parked overnight and on weekends. This would allow investigators to travel a short distance to access their state vehicles and get right to work in their assigned area. This allows them to stay in the area until quitting time, rather than have to knock off 2 hours early to begin the trek back to the District office.

Has Merit?: Y **Explanation:**

Implementation: In an effort to support initiatives to decrease expenditures, conserve energy and reduce the carbon footprint, the Division of Workers' Compensation identified local, municipal and government agencies that have authorized state vehicles to be parked at their location overnight and on the weekend to reduce the amount of time Investigators are traveling to access their state vehicles. Currently 10% of the Compliance Investigators are parking their state vehicles at an alternate location overnight and on the weekend. Based on this analysis, this initiative should minimally yield:

- 1) Fuel consumption savings of approximately \$4,200 annually (21 miles = one gallon of fuel*, average cost for gallon of fuel \$2.50 x 7 Investigators x 240 business days).
- 2) Mileage reduction of 165 miles daily (23.6 miles x 7 Investigators) yielding savings on vehicle maintenance of approximately \$544 annually (\$.44** per mile x 165 daily miles x 12 months x 7).

*Miles per gallon fuel economy search, www.mpgbuddy.com.
 **Average maintenance cost per mile obtained from vehicle utilization logs.

Steps Taken: DFS General Services contacted DMS regarding an exemption, drafted a communication to DMS requesting the exemption and provided to the Division of Workers' Compensation for review and approval from the Deputy CFO and Chief of Staff. The letter was approved and submitted to DMS and DMS authorization has been received. The Division of Workers' Compensation is in the process of developing internal policies and procedures for implementing.

Efficiency:

- 1) Daily fuel consumption savings
- 2) Mileage reduction yielding significant savings on vehicle maintenance
- 3) Time savings and increased production of investigators
- 4) More customers served

1609	3/17/2009	1155	Recurring	Y	5/11/2009
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Please ask Ms Sink and the Gov to quit creating Websites. These cost the tax payers, of whom I am one. Three I can think of are the new Sunshine Spending, Quit Smoking and the MSFH.

Has Merit?: Y **Explanation:**

Implementation: Folding the existing distinct URLs into the MyFloridaCFO.com family requires recoding the sites to reflect the new URL addresses, and forwarding the former addresses for a time. New sites will not require any extra steps, as the initial creation of the site will be as a subsite instead of as a newly purchased URL address.

Steps Taken: Kyra Jennings, Director of Communications, has indicated that we should do this, and thus the change is being implemented.

Efficiency: This request has been evaluated on a technical level. If the suggestion is to not create the content of the sites at all, then the answer would be an evaluation of the mandate of the Department to educate and help consumers in Florida with financial issues.

1611	3/17/2009	0	Once	Y	5/20/2009
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Is there a reason why you would need a Division Director, Assistant Division Director, 2 Bureau Chiefs and 3 Assistant Bureau Chiefs in one Division. What are all these people doing???

Has Merit?: Y **Explanation:**

Implementation:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

The steps to implement this suggestion are already underway. We have set up workshops with each Division Director and the appropriate Deputy CFO to review the span of control in each Division. The workshop is designed to identify any efficiencies that may be realized by flattening or reorganizing the current structure. All but three workshops have been completed.

Steps Taken: The current span of control ratio has been identified for each Division. Research has been conducted nationally to compare our span of control with other states. Workshops have been completed with all but three of the Divisions.

Efficiency: A larger span of control can increase efficiency by streamlining the flow of information throughout the agency; increasing the timeliness of responses from personnel by delegating the ownership of decisions; and possibly reducing costs (e.g., elimination of redundant management positions). Because our organizational structure has evolved over time rather than arising from a systematic plan, an analysis of span of control should increase efficiency and effectiveness by leading to a redesign of that structure.

1625	3/17/2009		Recurring	Y	5/11/2009
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Reimbursements made to state employees for travel is direct deposited into accounts specified by the employee. A payment voucher is then printed put in an envelope and mailed to the employee. Why not eliminate the printing of the statement, the envelope and stamp to mail it in an effort to save all the costs associated with doing that. The information is already available online through the DFS website. Why spend the money mailing something out an employee can already look at just like they do their paychecks.

Has Merit?: Y **Explanation:**

Implementation:

We would like to roll out this new procedure to a "pilot" agency to determine the reaction of the affected agency and its employees.

Steps Taken: Programming has already been completed to implement this issue. It will actually include any expense reimbursement to a state employee, not just travel. It has been set up to turn off the printing of the expense remittance advices by agency. This feature will be piloted by the Department in May. It is our intent to turn off printing for all State Agencies by July 1st.

Efficiency: Employees would access the DFS website for confirmation of the direct deposit for employee expense reimbursements (i.e., travel or flexible benefit reimbursements). The remittance advice would no longer be printed by DFS and distributed by the Agencies. DFS prints a yearly average of 600,000 Expense Reimbursement Remittance Advices for state employees. Agencies either mail the form or distribute via inter-office mail. The current postage rate is 42 cents per standard letter and the average cost for printing is .0333 per sheet.

1773	3/30/2009		Recurring	Y	5/11/2009
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Florida TaxWatch supports and coordinates the Davis Productivity Awards Program - a public/private partnership co-sponsored by the Prudential Financial company. This long-standing Florida public service recognition initiative honors public employees who have saved taxpayer dollars, measurably improved service and/or increased process efficiency.

For years, award winners have provided detailed descriptions of the efficiencies they have achieved in every state business function imaginable, essentially resulting in a database of thousands of business "best practices". Why not make this best practice database searchable?

This way, all public employees could search specific best practices by a common process or topic, for example "increase efficiency in accounts receivable" or "increase efficiency in contract procurement", etc....

Having a searchable database not only increases transparency of the process improvements effected by public employees, the results of their work could be put to use as state agencies replicate tested practices documented as money-saving. Currently the information is in hardcopy or on the website by winning category. If an agency was interested in replicating a winning practice, they would have to search through thousands of winners cataloged since 1989.

Although the process is automated, taking the next step to cataloging the results into a best practice database, searchable by process or topic, would increase the ability of public employees to increase efficiency throughout all state agencies.

Has Merit?: Y **Explanation:**

Implementation:

1. Develop database;
2. Develop method to import existing information into database;
3. Dedicate staff time to update information and implement suggestion

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

Steps Taken:

Efficiency: Implementing this searchable database would allow state employees instant access to hundreds of best practice ideas that may be adapted and implemented throughout state government for countless additional savings and productivity improvements.

1935	4/9/2009			Recurring	Y	5/11/2009
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This Floridian supports Chief Financial Officer Alex Sink's request made to the Florida lawmakers for \$500,000.00 to hire more workers to find ways to prevent Workers' Compensation claims and help get injured employees treatment more quickly. He also suggests Florida follow Microsoft Corporation and Watson Wyatt Worldwide by implementing "House Calls" and onsite care. The House Calls onsite care would replace going to the emergency room. Currently, when you consider that for every \$1.00 of Workers' Compensation claim, there is \$6.00 in hidden costs. This means that the \$100 million in claims is costing us \$700 million. (Reference Materials: "Workers' Compensation Cost Control by Robert A. Bergman - 1994; International Risk Management Institute, Inc. Dallas, TX

Has Merit?: Y **Explanation:**

Implementation:

Thank you for your support of the Division of Risk Management's legislative budget requests. Effective January 1, 2009, DRM has entered into a new contract for workers' compensation claims management. Our partnership goals are to assure medical care and related therapies are delivered timely, efficiently, and effectively with a goal of injured workers "staying at work." Where possible, we are able to deliver "on site" medical care, due to arrangements the contractor has made on the local level if necessary health care services are immediately available. Due to the size and complexity of state government, this is not always possible. We will continue to monitor progress, specifically through monitoring benchmarks DRM and the contractor have agreed will highlight whether injured workers receive timely and cost effective medical care.

Steps Taken: State employees currently receive on site health care where it is available.

Efficiency: The less time an injured worker is off work due to workplace injury, the greater the likelihood the worker will return to preinjury functionality. "Real time" care decreases lost time and demonstrates the employer's value for the injured worker's well being.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Health

	2178	4/29/2009		Recurring	Y	5/12/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation:

Send notification to employees to turn off lights.

Steps Taken: Employees are already requested to turn off lights when not in the office.

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

Department of Highway Safety

1565 3/13/2009 Y 4/22/2009

I would like to make the suggestion to attach to any social security application, drivers license, income tax form, college registration, voter registration a census form. This would save a lot of time and man power and help multi-task.

Has Merit?: Y **Explanation:**

Implementation: I called the Census Bureau and, although the Governor's Office is partnering with the Census Bureau to distribute information on the census, the form is being mailed to households to be completed.

Steps Taken:

Efficiency:

1672 3/19/2009 Recurring Y 4/16/2009

My neighbors and I have discussed ways to save the state money and we believe that we should only replace vehicle license tags when needed. Florida's weather and lack of salt on roads keeps our tags in pristine condition for many more than 5 years. We could still pay the fee but not get a new tag unless necessary. Not having to give everyone new tags every 5 years would save millions of dollars. If we can't have this opened we could extend the time period to 10 years. That would save millions also. Thank you for the great work you do. We feel better about our state just knowing you are working for us. Keep up the good work. Cordially, Barbara Hodges Tarpon Springs, Florida

Has Merit?: Y **Explanation:**

Implementation:

Change requirement of Section 320.06(1)(b), Florida Statutes, and improve reflectorization of license plates to last ten years.

Steps Taken: Senate Bill 1778 includes the change to Florida Statute.

Efficiency: Customers would only have to purchase plates every ten years instead of six.

1894 4/7/2009 Recurring Y 4/16/2009

The state has cut back on the heating and a/c temperatures to save power and reduce the cost the state is paying for power. Also, we've all been asked to remove several items (coffee pot, space heaters, etc) to help with this. I believe the state may have overlooked one large way to reduce the power consumption on a state wide level and significantly reduce the cost of electricity used by state facilities, Lighting.

Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:**

Implementation:

Identify areas to reduce lighting
Disconnect bulbs

Steps Taken: Last year the Bureau of Office Services disconnected all light bulbs that were not necessary to perform job duties or provide safety in the Neil Kirkman Building and in our offices statewide.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

Additionally, the HVAC systems have been shut down in the evening and on weekends. We are also consulting with Siemens to further reduce our kilowatt usage in Department offices.

Efficiency: By decreasing the amount of electricity used in our office building our operating costs will decrease.

2060	4/23/2009				Y	4/29/2009
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We waste tons of office supplies, we buy things we don't need, we surplus things that are practically brand new. There is very little storage available for surplus so things are taken to the dump regularly. Employees should be able to buy the perfectly good furniture and computers that we regularly surplus. I put unknown because I don't want to be identified since it will be obvious who made this suggestion. I've been making it loud and clear for a long time. I'm sure this kind of activity is rampant throughout every agency.

Has Merit?: Y **Explanation:**

Implementation: We would like to be able to offer members surplus equipment. However, State law does not allow employees to purchase state property directly from an agency.

Steps Taken: Department employees in the Kirkman Building have begun a swap for office supplies that are no longer needed. Unneeded supplies are gathered in a room and everyone is welcome to take back to their office those they can use.

Efficiency:

2102	4/24/2009				Y	4/28/2009
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GET LEAN IDEA SENT VIA EMAIL FROM RAY WENGER, STATE EMPLOYEE ON DEC. 30, 2008. HE ATTACHED AN ARTICLE FROM "GOVERNING DEC. 2008" MAGAZINE ABOUT STATE, COUNTIES & LOCAL MUNICIPALITIES LOOKING AT A 4 DAY WORK WEEK TO REDUCE EXPENSES FOR THE GOVERNMENT & POSSIBLY THEIR EMPLOYEES, TOO. UTAH IS DOING IT NOW FOR THE ENTIRE STATE UNDER A ONE YEAR TRIAL PROGRAM. WASHINGTON STATE HAS SEVERAL DEPARTMENTS DOING IT ON A TEST PROGRAM. THE CITY OF BIRMINGHAM, ALABAMA IS DOING IT. WE DO IT ON A LIMITED SCALE. WE HAVE CERTAIN EMPLOYEES THAT THE PROGRAM IS MADE AVAILABLE TO. HOWEVER, BECAUSE THE BUILDING REMAINS OPEN SO THE OTHER EMPLOYEES CAN WORK, THE STATE SEES LITTLE GAIN OTHER THAN POSSIBLY SOME IMPROVED ABSENTEE RATES. HOPEFULLY THE STATE USED DECEMBER 26 AS A DAY WHEN STATE BUILDINGS WERE CLOSED & UTILITIES SAVED. THE SAME WOULD BE TRUE OF JANUARY 2. SINCE THE STATE IS CURRENTLY LOOKING AT A BUDGET SHORTFALL, MAYBE WE SHOULD LOOK INTO OPERATING ON A 4 DAY WORK WEEK FOR A TRIAL PERIOD, LIKE UTAH. EVEN IF WE DECIDE THE PROGRAM IS VIABLE FOR OUR STATE, WE WILL HAVE SAVED SOME MONEY DURING THE TRIAL PERIOD. IN SUMMARY, THE IDEA OF THIS GET LEAN TIP IS TO SAVE THE STATE MONEY BY ADOPTING THE 4 DAY, 10 HOUR WORK WEEK. IT IS BEING FORWARDED FOR REVIEW TO FLORIDA'S GOVERNOR, CHARLIE CRIST, ON DEC. 31, 2008.

Has Merit?: Y **Explanation:**

Implementation: This suggestion has been evaluated in the past, but at this point Department offices need to be open throughout the week to offer our services to our customers. We have stopped offering Saturday services in some locations to save money.

Steps Taken:

Efficiency:

2129	4/27/2009				Y	4/28/2009
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By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

American Heart Association's Start!

<http://www.americanheart.org/presenter.jhtml?identifier=3053031>

This is what Start! is all about — employees stepping away from their desks to get some quick and easy physical activity at work. Remember, walking can help a person reduce their risk of heart disease and stroke. And healthier employees help you reduce healthcare costs. So why wouldn't you want employees up and moving?

Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

Has Merit?: Y **Explanation:**

Implementation: Employees are encouraged to walk during their break and many do. Leave is governed by Florida Administrative Code.

Steps Taken:

Efficiency:

2179	4/29/2009	Recurring	Y	5/1/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation:

Evaluate lighting requirements and turn off unnecessary lights

Steps Taken: Last year the Bureau of Office Services disconnected all light bulbs that were not necessary to perform job duties or provide safety in the Neil Kirkman Building and in our offices statewide. Additionally, the HVAC systems have been shut down in the evening and on weekends.

Efficiency: Decrease utility bills

2350	5/1/2009		Y	5/1/2009
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Having lived in several different towns in Florida, I have seen & heard of the most accidents here in Tallahassee. These are mostly ridiculous rear-enders. I feel that these can be avoided if we keep our distance and pay attention. If there were a way of reminding the general public to drive safer, including seat belt awareness, I'd like to see that. Maybe local commercials/billboards/etc. I know this seems costly but then again so are the repair bills when people don't pay attention. Just 10 more seconds of awareness may help this silliness.

Has Merit?: Y **Explanation:**

Implementation:

Procure grant money and develop programs and educational materials.

Steps Taken: The Department has education programs in place to promote motorcycle safety, the move-over law, teenage safe-driving, safe-ride, etc. which include billboards, bumper stickers, and school and event demonstrations.

Efficiency: no efficiency

2357	5/1/2009		Y	5/4/2009
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Rush hour traffic is a huge burden that can be solved in far greener ways that laying down more pavement. Why not require agencies to implement voluntary (for the employee) staggered work schedules, telecommuting (under appropriate conditions), etc. to ease traffic flow problems? The client would be better served because the relevant office would be open longer hours, and we'd be greener and less stressed.

Has Merit?: Y **Explanation:**

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

Implementation:

Survey staff interested in working alternate schedules (including telecommuting). Evaluate who can work alternate schedules without impacting customer service. Implement.

Steps Taken: Survey staff interested in working alternate schedules (including telecommuting). Evaluate who can work alternate schedules without impacting customer service. Trial period of alternate schedule. Evaluation.

Efficiency: Less leave time taken by employees.

2359	5/1/2009		Recurring	Y	5/1/2009
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During the month of May our auto registrations have to be renewed. This year we received two new license plates. When we inquired we were told that every five years new plates are issues. This appears to be a singular waste of funds. In Connecticut we used the same plates for many many years. Surely this is wasteful government spending. The cost of the plates and the postage required to mail them. The registration comes from the PBC Tax Collector's Office for the MVD...and I am not sure which agency they belong to.

Has Merit?: Y **Explanation:**

Implementation:

Change requirement of Section 320.06(1)(b), Florida Statutes, and improve reflectorization of license plates to last ten years.

Steps Taken: Senate Bill 1778 includes the change to Florida Statute.

Efficiency: Customers would only have to purchase plates every ten years instead of six.

2449	5/13/2009		Recurring	Y	5/19/2009
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Set the default setting on all state agency copiers/printers to "duplex", "greyscale". When people need single sided copies or color copies they can still select those options. This should save \$\$ in several ways - the cost of paper, the cost of ink, the cost of mailing/shipping, the cost of storing and archiving documents, the cost of rent associated with space needed to store and archive documents. It will also save trees!

Has Merit?: Y **Explanation:**

Implementation:

Change printer/copier settings

Steps Taken: In addition to duplexing print/copier jobs the Department is providing electronic access to many records and reports to eliminate some printing altogether.

Efficiency: Use less resources

2507	5/19/2009			Y	5/28/2009
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Any local, state, or federal agency can post items onto www.govdeals.com. The site allows items to be bid on nationwide. The state should consider buying and selling items on this site to save and earn some money.

Has Merit?: Y **Explanation:**

Implementation: This option has been discussed much over the past few years. We have put procedures in place should we ever decide to go this route in the future. Currently, there is not much being surplusd that would qualify to sell since we are making every effort to re-cycle within the agency.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

	2559	5/20/2009			Y	5/28/2009
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This applies to all state operations. The consumer suggests the state look at all free "perks" provided to state employees at taxpayer expense. Perks would include any free additional hotel night stays when away on state business, as well as receiving air miles at taxpayer expense.

Has Merit?: Y **Explanation:**

Implementation: The Department's travel procedure does not permit employees to use "perks" for personal use. Any frequent-flyer/bonus miles or hotel credit awarded to an employee as a result of state-reimbursed travel must be applied towards other state-required travel.

Steps Taken:

Efficiency:

	2608	5/26/2009			Y	5/29/2009
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Occasionally awards are given for superior job performance. In the past luncheons were held. This is nice but I believe a better and more appreciated alternative exists. Rather than spend money on a frame or plaque, send a letter of congratulations and a pass for a day or half day off. Formal recognition and plaques are nice, but after a while the wall gets full and most end up in a file cabinet.

I'd much rather spend the afternoon at home with my dog or in the garden than just about anything else.

Has Merit?: Y **Explanation:**

Implementation: Leave is authorized by Florida Administrative Code and Statute.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

Department of Management Services

1515 3/9/2009 Once Y 4/15/2009

During the summer, reduce water waste by making sure the sprinklers are watering the plants not side walks. Make sure they are shut off before pedestrians use the sidewalks. Only water every other night to save money and water especially during drought alerts. Think Green Florida! Water isn't free any more.

Has Merit?: Y **Explanation:**

Implementation: DMS is currently implementing this suggestion, but it is important that our facility managers stay vigilant in checking the spray patterns of the sprinklers to ensure they are not "watering the sidewalk"

DMS currently only waters at night and on a as needed basis.

Steps Taken: DMS currently only waters at night and on a as needed basis.

Efficiency: Watering plants at night will cut down on evaporated losses and reduce agencies water consumption and associated costs.

1674 3/19/2009 1.06903012E+12 Recurring Y 3/27/2009

DMS has cut back on the heating and a/c temperatures to save power and we've all had to remove several items (coffee pot, heaters, etc) to also reduce the power consumption. I think DMS may have overlooked one large way to reduce the power consumption, Lighting.

I feel blinded every time I walk in our building, Larson, with all the lights and many of us have loosened the bulbs to help with this. On our floor we have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 lights that use 45 watts of power every hour. I know that throwing all of these figures on an email can be confusing so I'll put this in a simpler term. By removing one bulb from every light fixture, it can decrease the cost of lighting by 1/3, that would save the DMS/the state thousands a year. If we remove two bulbs, 2/3 of the current light bill would be saved. Again, this is for our building alone and I'm sure it would be similar for other office buildings, such as the Fletcher.

Has Merit?: Y **Explanation:** Some utility savings can be realized by removing lamps, but unfortunately the ballasts have to be removed as well for total savings. DMS is currently in contract negotiations with Trane to perform a total lighting retrofit of the Larson and Fletcher buildings as part of an Energy Performance Contract. All of the lighting will be upgraded to the latest fluorescent technologies. If it is determined that the building is still over lit, DMS will take steps to remove lamps and ballasts.

Implementation: We will upgrade the lights with energy efficient bulb and ballast technology in the upcoming ESCO contract.

Please see response above.

Steps Taken: Please see response above.

Efficiency: Please see response above

1734 3/25/2009 Recurring Y 4/2/2009

Allow the state retiree's to be able to receive their W2-P's from e-mail. This would reduce the cost of mailing to each retiree. encourage each employee and retiree to rec their FRS annual statement by e-mail. The postal cost would be enormous.

Has Merit?: Y **Explanation:** except the tax forms for retirees are 1099-R's instead of W-2P's.

Implementation:

This suggestion was already made within the Division of Retirement and steps are already underway to implement. We contacted the IRS to make certain of the requirements and we are in the process of identifying system changes needed. This suggestion was a part of the Onlines Services enhancements being implemented in phases.

Steps Taken: This suggestion was already made within the Division of Retirement and steps are already underway to implement. We contacted the IRS to make certain of the requirements and we are in the process of identifying system changes needed. This suggestion was a part of the Onlines Services enhancements being implemented in phases.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Efficiency:	Retirees will be allowed to select the option of receiving their 1099-R (Federal tax form) electronically. This will save on the cost of printing these forms and the cost of postage.					
	1754	3/27/2009			Y	4/2/2009

The state retirement system is unnecessarily burdened with inflated pensions. In the Miami-Dade, police, transit, solid waste, and fire departments it is all too common for those nearing retirement to work dangerous amounts of overtime in the last 5 years in order to pad their retirement income. This costs the tax payer at both ends and diminishes the quality of service. I have seen police time records for officers working 40 hours of overtime in a week, 16 hours in a day. If retirement calculations were based on base pay rather than overtime, the quality of service and the bottom line would both improve.

Has Merit?: Y **Explanation:** This suggestion would change the basis on which retirement benefits are computed. Whether this has merit is not an administrative decision.

Implementation: This suggestion requires statutory changes.

Steps Taken:

Efficiency:						
	1868	4/6/2009			Y	4/7/2009

I represent a company called iplacement that is currently working with Polk County and Volusia County on a model for the privatization of employees that will save them millions of dollars. This model may be utilized on all or only a portion of your state employees to reduce the overall costs of your budget. On an average, you are looking at approximately \$4000.00-\$6000.00 savings per employee. You may also choose to roll over only a portion of the staff to allow the staff to be increased or decreased as needed and thus, allow your costs to be adjusted or reduced as the demand for employees change. Also, iplacement will take over the interviewing, hiring, supervision and termination of all employees, which eliminates the time and number of human resource staff that you may need. This model is a way to also save jobs, in that you can reduce your costs and maintain the current level of employees so you no longer have layoffs of employees. I would welcome the opportunity to fully explain this concept to you in greater detail. It will only take 30 minutes of your time for the initial consultation. I think under current financial crisis, it is very important that you consider this model as an option to saving money.

Has Merit?: Y **Explanation:** If iplacement wants to forward the specific information regarding their services, we will review it and will contact them if we are interested

Implementation: This appears to be more of a sales solicitation for a private "staffing" company, rather than a "suggestion."

Steps Taken:

Efficiency:						
	1896	4/7/2009	100000	Recurring	Y	4/9/2009

The state has cut back on the heating and a/c temperatures to save power and reduce the cost the state is paying for power. Also, we've all been asked to remove several items (coffee pot, space heaters, etc) to help with this. I believe the state may have overlooked one large way to reduce the power consumption on a state wide level and significantly reduce the cost of electricity used by state facilities, Lighting.

Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:** Some utility savings can be realized by removing lamps, but unfortunately the ballasts have to be removed as well for total savings. DMS is currently in contract negotiations with Ameresco to perform a total lighting retrofit of 32 DMS buildings as part of an Energy Performance Contract. All of the lighting will be upgraded to the latest fluorescent technologies. If it is determined that the building is still over lit, DMS will take steps to remove lamps and ballasts.

Implementation: We will upgrade the lights with energy efficient bulb and ballast technology in the upcoming ESCO contract.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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		Please see response above				
Steps Taken:		Please see response above				
Efficiency:		Please see response above				
	1924	4/8/2009			Y	4/9/2009

In light of the current economic situation the State of Florida is facing, could a "buy-out" of sorts be offered to State employees who have less than five years left before reaching retirement? It would be monetarily efficient in that salary and benefits would no longer be paid to that employee and if the position is filled, it would very likely be with a person making a lot less money than someone that had accrued raises for 25 years.

The State's part would be contributing the extra five years to the retirement fund and allowing the employee to retire early without penalty. Private industry does this routinely. Thank you for your consideration.

Has Merit?: Y **Explanation:** Unknown - an actuarial special study would need to be performed to determine the cost to the Florida Retirement System (FRS). Both the Constitution and the statutes require that this must be fully funded. In addition, since the FRS is a multi-employer plan, it could not be offered just to State of Florida employees.

Implementation: This suggestion takes legislative action.

Steps Taken:						
Efficiency:						
	1946	4/10/2009			Y	4/15/2009

As part of the economic package the State of Florida is going to get. Consider spending a portion of the money of putting solar panels on all state buildings through state approve contractors. The Corrections agency would majorly reduce their high electric cost by putting solar panels to reduce their electric cost.

Has Merit?: Y **Explanation:**

Implementation: DMS is developing a model solar project that will put solar photovoltaic panels on some DMS facilities. It is unknown whether DMS will receive funds from the federal stimulus package to install solar panels. DMS currently does not have the funding or authority to install solar panels on all state facilities.

Steps Taken:						
Efficiency:						
	1962	4/14/2009	Once		Y	4/15/2009

The State of Florida's does not have an agreement with FMBC (flexible spending administrator) for a payment card. This is a convenient "debit card" like process that would save time, effort, and cost for all involved. Personally it would save me te upfront costs to pay medical expenses and time waiting for the reimbursement to make its way through the system (currently this is taking 10-14 days). Each month I have to write a check for \$80 for prescriptions and then I have to take 10-14 days to be reimbursed. This has caused some budgetary issues in the past and with the payment card would eliminate the issue.

On the state level, the payment card would eliminate the processing costs (staff time and EFT costs) of the current system. I'm sure that the minimal cost of the payment card out weighs the costs to process the forms and send the EFT.

Has Merit?: Y **Explanation:**

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

Implementation: Unsure, however, we hope that statutory banking requirements and impacts to the trust fund will be favorable to allow us to implement the debit card. We would like to see many more State Group Insurance Program participants take advantage of the medical reimbursement account tax savings program and feel the debit card would assist in realizing that goal.

The Division of State Group Insurance, the DMS People First team, Convergys and FBMC are in the research phase. We are determining FBMC's current process for distributing, processing, and reconciling medical reimbursement accounts using a debit card (as opposed to the current paper claim form process). Additionally, we will work with the Department of Financial Services regarding correct banking procedures.

Steps Taken: The aforementioned teams met April 10, 2009 to discuss preliminary steps. Takeaways will be reported by the end of April and the teams will reconvene to determine next steps.

Efficiency: Debit cards allow eliminate the need (in most cases) for participants to submit a claim form—saving time and effort. Currently, participants spend their own money, file a paper claim with receipts, and then must wait for the reimbursement. Debit cards would eliminate this wait period (again, in most cases).

Convergys would receive significantly fewer claim forms to process and FBMC would also have fewer claims to process and reimburse, reducing, to a great extent, this manual process for both vendors.

1968	4/15/2009				Y	4/15/2009
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Reduce watering, trimming, mowing and blowing by at least 25%, and adjust labor force accordingly. Consider TOTAL elimination of blowers and return to use of rakes and brooms. They are gas guzzling, noise making, unnecessary pieces of equipment that pollute our world and are obnoxiously noisy. Less gas, less maintenance and replacement cost - consider spending saved funds on helping keep people in their jobs doing less automated style work. This could also apply to other aspects of landscaping (clipping, trimming).

Has Merit?: Y **Explanation:** The idea has merit, but the Agency already manages these expenditures while striving to maintain the integrity of the facilities and grounds. Automated tools actually increase the efficiency of resources including staff.

Implementation: Suggestion would actually increase DMS expenditures on maintenance and grounds. Suggestion would cause DMS to become less efficient with current resources.

Steps Taken:

Efficiency:

2027	4/20/2009				Y	4/22/2009
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Install solar panels on office buildings throughout the state since most buildings are in city landscapes where trees are not a hindrance. With the number of state buildings, the state could sell energy back to the power company.

Has Merit?: Y **Explanation:**

Implementation: DMS is developing a model solar project that will put solar photovoltaic panels on some DMS facilities. DMS currently does not have the funding or authority to install solar panels on all state facilities. Currently the price of solar power is three times the rate the local utilities charge us. DMS must wait for the solar market to mature and prices to come down before the program can be expanded to all buildings.

Steps Taken:

Efficiency:

2036	4/21/2009		Recurring		Y	5/7/2009
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My suggestion is regarding the recycling of ink cartridges. When I first began working for DFS two years ago, I was told by my supervisor that all used ink cartridges should be routed to Lynn Sineath in the mail room. From there, there were reportedly submitted for credit to State. Recently I checked to see if what I was doing was correct as some of my fellow co-workers had not heard of this. The response I got stated that the large ink cartridges are mailed to the manufacturer but the smaller ones are not submitted. In checking further, I found that most of the desktop ink cartridges are just disposed of in the trash. WHAT A WASTE - Not to

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SUGGESTION

mention the impact on the environment. If an individual returns these cartridges to Office Depot (I believe other companies have similar programs), you are given a \$3 credit for most types. Since the State is contracted with Office Depot and obtains items at a discounted fee, I do not know if the businesses would provide the same credit to the State but it would be worth looking into. If that is not possible, there are organizations such as the Humane Society that collect the cartridges and recycle them. I would suggest placing a bin in each of the State buildings for recycling purposes. These could periodically be emptied and redeemed in whatever method is available.

Has Merit?: Y **Explanation:** On some new cartridges a manufacturer (this is common with HP Toner and used in high volume among state agencies) may insert a pre-labeled envelope where one may ship at no cost to the customer to be able to return a spent cartridge. We can remind agencies of this practice at our next Purchasing Directors and Administrative Director's monthly meetings. For toner cartridges that do not qualify for return or credit, we will be happy to pass along the great suggestion to collect these at each agency and return them periodically to recycle collection locations such as the Humane Society as you suggest.

Implementation: We plan to remind our state agency buyers and ends users of the various ways to either recycle or return cartridges for credit during our monthly meetings as mentioned above.

We plan to remind our state agency buyers and ends users of the various ways to either recycle or return cartridges for credit during our monthly meetings as mentioned above.

Steps Taken: Mentioned above.

Efficiency:

2038	4/21/2009				Y	4/22/2009
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I think a 4-day work week (10-hr days) and 4-day school week. This would mean longer days for state workers, teachers and students, however it would completely free up a whole day of resources, such as electricity, water, fuel, etc. The important factor is that everyone would have to participate, no school or agency could be open on that specific day. People could work from home and satellite locations, but the physical offices and schools would be closed.

Has Merit?: Y **Explanation:**

Implementation: DMS does not have the authority to mandate all state agencies and local governments move to a four day workweek. Each agency will have to decide what is best for them, depending on their mission. The writer is correct that agencies would save some money on utilities, but the savings are minimal. Other factors such as productivity and morale are much bigger factors in determining if an agency should require a four day workweek. Most likely an Executive Order or Legislative change would need to happen to require all agencies to move towards a four day workweek. Also each agency would need to perform an internal analysis, to validate any future savings. DMS has already looked at the cost savings, and will continue to analyze and perform research to determine if such a move to a four day workweek would be prudent.

Steps Taken:

Efficiency:

2130	4/27/2009		Recurring		Y	4/27/2009
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By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

American Heart Association's Start!

<http://www.americanheart.org/presenter.jhtml?identifier=3053031>

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Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

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Has Merit?: Y **Explanation:** This suggestion would apply to each agency.

Implementation: We have a Wellness program with walking clubs.
We have a Wellness committee that began the walking clubs.

Steps Taken: We have a Wellness committee that began the walking clubs.

Efficiency:

2151	4/27/2009	Recurring	Y	5/22/2009
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This Floridian wrote regarding the healthcare plan he created for the employees of his hotel company. This Florida citizen had self-insured his company and put together a plan centered around a company doctor and clinic that the Florida Trend described as "part status quo, part innovation and part throwback to the old days of coal mine and hotel doctors". This employer's employees got free doctor visits with no deductibles or co-payments, annual physicals and preventive, prenatal and well-baby care, along with dental and pharmacy benefits. With some restrictions, along with an aggressive focus on preventive care and what's now called disease management for chronic illness, this employer's plan had cut his per-employee health costs from \$2,223 to about \$850 a year; he calculated that the Clinton proposals, which ultimately came to naught would have added at least \$300 per employee to his costs and would have produced lesser-quality care for his workers. A more detail explanation of the employer's suggestions will be sent to the applicable agencies for review.

Has Merit?: Y **Explanation:** A letter was written to Mr. Rosen on May 13, 2009 to address this issue.

Implementation: Under review
Under review

Steps Taken:

Efficiency:

2182	4/29/2009	Recurring	Y	5/6/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation: DMS has entered into Energy Performance Contracts to upgrade our facilities with lighting and CO2 sensors, that will shut down conference and meeting rooms when not in use. DMS has been proactive with its Energy Reduction Policy in encouraging agencies to take steps to reduce energy costs. Turning off lights is a behavioral change that needs to be reinforced consistently at the local management level to ensure compliance.

Steps Taken: Please see above

Efficiency: Every kWh saved is a direct cost savings to the State.

2220	4/29/2009		Y	5/7/2009
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As a state agency, we are mandated to buy the lowest cost ticket item. The lowest cost item does not stand up to the use and sometimes is only good for one time. IE markers, highlighter, pens, etc. What a waste of money.

Has Merit?: Y **Explanation:**

Implementation: Purchasing activities at the agency level are not only subject to statute and rule compliance, but also agency policy, especially for low cost items such as office supplies. There has been ample discussion during regular, monthly purchasing director's meetings regarding the use of this contract, and in particular, the discussion has included the observation in this suggestion that the least

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expensive item is not necessarily the best value for the agency. As noted above, the office supply example is applicable to most commodities in which quality of the product varies among products available in the marketplace.

Steps Taken:

Efficiency:

2478	5/14/2009		Recurring	Y	5/18/2009
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If you are going to spend money on landscaping, I think you need to spend money on shrubs that will last a lot longer and just need to be trimmed up. We do not need seasonal flowers much less new ones when the old were growing well and smelled good as you walked into the building.

Has Merit?: Y **Explanation:**

Implementation:

- More emphasis on perennials and less on annuals to reduce cost and maintenance.
- Use more shrubs that bloom (Lorapedlum, Indian Hawthorne, Azaleas, etc).
- Water sensors to prevent over watering following rainfall.
- Limited plantings (twice a year) to coincide with season changes.

Steps Taken:

- More emphasis on perennials and less on annuals to reduce cost and maintenance.
- Use more shrubs that bloom (Lorapedlum, Indian Hawthorne, Azaleas, etc).
- Water sensors to prevent over watering following rainfall.
- Limited plantings (twice a year) to coincide with season changes.

Efficiency: Reduce number of plants and reduce maint. of bedding.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Revenue

	1585	3/14/2009			Y	3/24/2009
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It has been mentioned that the sales taxes on new automobiles could be suspended for about 3 to 6 months. Such an action would help me and others that I know need to replace their current auto but the tax just adds a little more than we can afford.

This would help the automobile dealers and definitely help the consumers when funds are so limited.

Thanks for the email from the CFO. It is really informative. Keep it up.

Your action on this would be appreciated.

Has Merit?: Y **Explanation:**

Implementation: The Department does not have authority to grant a 3-6 month exemption for automobiles. Only the Legislature can pass such an exemption.

Steps Taken:

Efficiency:

	1586	3/14/2009			Y	3/24/2009
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Aircraft Enforcement Unit

The sales use tax for general aviation aircraft owners or pilots entering the State of Florida within 6 months of purchasing an aircraft should be eliminated. It discourages new aircraft owners from patronizing Florida aviation academies or even visiting the state for tourism. It also discourages aircraft owners from bringing aircraft to Florida for maintenance. This tax is chasing potential Florida dollars to other states and hurting aircraft manufacturers, training academies, airfields, sales and service centers.

If you bought a car in Tennessee and paid sales tax there and drove to Florida for a short vacation, would you expect to have to pay the difference between Georgia's sales tax and Florida's, just because your car was less than six months old? This is ridiculous and counterproductive. It's hurting Florida's aviation-related industry.

Yours truly,

An aircraft manufacturer's employee, trying to prevent being laid off

Has Merit?: Y **Explanation:**

Implementation: Current statutory provisions provide that aircraft entering the State of Florida within 6 months of purchase would be taxable. Only the Legislature can enact provisions to exempt tax from aircraft brought into the State within 6 months of purchase.

Steps Taken:

Efficiency:

	1608	3/17/2009			Y	3/24/2009
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My suggestion would be to tax every item bought in the State of Florida (for instance, groceries)-If only "select" items are taxed (cigarettes, wine, etc.), people will not buy them or might even drive to another state to get these items. The tax would generate enough to help solve our need for income. The gradual tax of everyday items will not hurt people as much as huge taxes on property and things that come only once a year.

Has Merit?: Y **Explanation:**

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SUGGESTION

Implementation: Currently there are exemptions from sales tax for food and drug purchases in the state. Only the Legislature can enact a law to make these purchases taxable.

Steps Taken:

Efficiency:

1626	3/17/2009				Y	3/24/2009
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I work with OFR in regulating financial contract for consumer protection statutes. One of the areas that I continually have to tell finance companies and originators of financial documents is that the State of Florida charges a Documentary Stamp Excise Tax, yet most companies are clueless to the laws of DOR. While I don't work for the agency I have spoken with local regulators about the issue, but no one cares to collect the millions of dollars that are not being paid to the State. In these economic times it would be in the State's best interest to collect the funds that are due. First, there seems to be a lack of interest by DOR to place anyone to audit for Doc Stamps. Second, they rely on the Clerk of the Court to self audit on recorded documents, but do you know how many loans are never recorded. A lot here are some examples: retail installment sales contracts, promissory notes not attached to a piece of real estate, consumer finance contracts, title loans, silent second mortgages on real estate, etc. The DOR should have a unit in each region auditing car dealerships and business that create finance contracts. In speaking with the DOR, it appears that 35 cents per \$100 dollars is insignificant to the sales tax; however, every penny counts. My agency has recently had licensees pay hundreds of thousands of dollars to DOR based on our examination for compliance for our statutes that found Doc Stamps were collected and not remitted, never collected, and under collected. Most times refunds are due to consumers for over collection of the Doc Stamps if we find someone actual paying. If we have a tax that only a few people pay; even though, more have too. The State of Florida should either collect the Excise Tax or abolish the Excise Tax permanently.

Has Merit?: Y **Explanation:**

Implementation: The Department of Revenue tries to efficiently collect the correct amount of tax due to the state. Florida's top five taxes (in descending order of revenue collected during state fiscal year 2007-08) are: Sales and use tax, fuel-related taxes and fees, communication services tax, corporate income tax, and documentary stamp tax. During FY 2007-08, almost \$2 billion in documentary stamp tax was collected. About 49% of the \$2 billion is estimated by the Revenue Estimating Conference to be collected on (recorded and unrecorded) financial installment contracts, promissory notes/loan-type transactions(documentary stamp tax due based on \$.35 per \$100 or portion thereof).

You are correct, the Clerks of the Court collect over 90% of the documentary stamp tax due to the state. Section 201.11 (2), Florida Statutes, provides that "The county comptroller or, if there be none, then the clerk of the circuit court, shall serve ex officio, and the Department of Revenue may appoint others, as agents for the collection of the tax imposed by this chapter." Clerks of the Court submit electronic payments of documentary stamp tax to the Department on weekly basis.

Working in the Office of Financial Regulation provides you with a unique perspective on financial installment contracts and loans and the documentary stamp tax that is due. Our audit plan has focused on recorded document transactions because we judged this to yield the biggest return on investment. However, we acknowledge that our documentary stamp tax audit process can be improved.

We would like to work with the Office of Financial Regulation to improve the tax information we share with businesses such as car dealerships and financing companies and also to identify ways to expand and enhance our audits dedicated to unrecorded transactions. Please call Joann Sapolsky, Tax Coordinator, 850-487-8077 to further discuss this issue.

Joann Sapolsky
GTA Tax Coordinator
850-487-8077

Steps Taken:

Efficiency:

1676	3/19/2009				Y	3/26/2009
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I have a s.corp cleaning swimming pools and I'm the only employee I have an audit for not paying on time the unemployment tax.since I learn about it I paid all the tax due and I don't owe any taxes. the audit lady that insist to audit me after I told her that I don't owe any taxes and I called dep. of revenue and confirm that everything is paid up to date ,today march 19 2009 this lady called and want to audit me so I told her that this is a

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waste of tax payers money to drive around and to audit people that don't owe any taxes so she told me that the government want's her to random audit regardless of owing tax.

Has Merit?: Y **Explanation:** We do want to focus our audit resources on areas of non-compliance.

Implementation: The criteria for the current year audit universe will not include randomly selected audits.

Steps Taken:

Efficiency:

1693	3/20/2009				Y	3/25/2009
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Allow state, county and city employees the opportunity to choose VOLUNTARY FURLOUGHS. For example, allow for a 10% pay reduction to work 10% less hours, 36 hrs rather than 40. Or choose a 20% pay reduction and work only 32 hours, or four work days.

Has Merit?: Y **Explanation:**

Implementation: If called upon to offer up additional reductions, this approach will certainly be thoroughly examined.

Steps Taken:

Efficiency:

1770	3/30/2009				Y	4/2/2009
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There's been talk of cutting the state employee's pay by 5%. If there MUST be a cut in our pay I would prefer that it be in smaller, more manageable chunks. I suggest that instead of cutting our pay permanently, you furlough us 1 day per month. Even if you have to stretch it out over an entire year's time. This furlough would be easier on the employee's personal finances and easier for them to manage their workload. They could possibly utelize those days to conduct personal business and routine doctor appointments. Furloughing us in a systematic way would also allow the managers to work around the absences of their employees which will allow the work to continue to flow. Thereby, impacting the customers as little as possible.

This suggestion of systematically furloughing ALL state employees would save a tremendous amount of money. When we are allowed to return to our normal work schedule, our wages will go back to what they were before the extremely difficult times and that will allow the employee to feel a little releif immediately.

Once the economy recovers and we all know it will in time, you should give the employees who endured the cut backs and furloughs a healthy raise. At this point I haven't had a raise in 3 years. It appears we will not be able to get a raise for at least another 2 years. That will be 5 years the state employees have went without even so much as a cost of living raise, while the cost of living has sky rocketed. I firmly beleive, the employees who labored on and rolled with punches for the entire time of the budget crunch, recession, depression (whatever terminology you prefer to use) deserve more than someone just hired or someone hired for a critical position while the recession was in control. When it comes time to dole out raises, promotions, recognition and accolades, an employees loyalty and attitude during the economically difficult years needs to be GREATLY considered.

Has Merit?: Y **Explanation:**

Implementation: If called upon to offer up additional reductions, this approach will certainly be thoroughly examined.

Steps Taken:

Efficiency:

1844	4/2/2009				Y	4/17/2009
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The State of Florida and many Florida counties are losing out on collecting a substantial amount of revenue because many landlords who rent out their properties (homes or condos) for short periods (less than 6 mos) do not charge, collect nor do they submit states sales taxes as required by Law. Neither local nor State Government can afford this loss of revenue. Landlords either don't know the Law or they choose to ignore it because nobody does anything about it. I know this because I rent out a property I own in west Pasco County and have had numerous potential renters tell me that they never were asked to pay sales taxes before. I have also been told that many real estate agents also tell people that they are not required to pay sales tax even though the Law states otherwise. A first step toward collecting these unpaid taxes might be to publicize the Law. There would be numerous ways to identify these properties and landlords: (1)check on residential properties that do not have a homestead exemption; (2) check classified ads; (3) check rentals handled by local real estate offices; (4) check vacation rental websites - there are a lot of them - such as VRBO (vacation rentals by owner). If you check out this site (among others), you will find that there are many listings that say nothing about state sales taxes because the renters are not asked to pay them and the landlords don't pay them either. Any area of Florida that gets a lot of winter visitors would be a fertile hunting ground for locating these unpaid taxes. I realize that beginning this process might be labor intensive to begin with, but if some of the landlords who are not collecting and submitting state sales tax as required were prosecuted and the prosecution(s) were publicized, that might be a good start toward collecting the much-needed revenue.

Has Merit?: Y **Explanation:**

Implementation: The Department of Revenue has been aware of a "Transient Rental" tax gap for some time. Often, residents of other states and countries own transient rental accommodations and they are not aware of Florida law and their tax responsibilities. The Department routinely contacts property owners who are not in compliance to educate them on the law and their responsibility to collect and remit taxes due the State. Over the years, the Department has used several different methods to identify those who are not in compliance, including the internet, magazines, newspapers, non-homesteaded property, and real estate (leasing) agents. While the Department continually strives to achieve more efficient methods of identifying noncompliance in all areas and has routinely identified non compliant "taxpayers" through the same basic methods recommended, our ability to reach all non compliant taxpayers is limited. The Department has limited resources and has been subjected to position cuts in each of the last seven years. If additional resources were granted to the Department, we could maximize coverage to significantly minimize this gap.

Steps Taken:

Efficiency:

2184	4/29/2009	Y	5/7/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation: We have been turning off lights in rooms not being used since 2000. Through employee publications, we periodically remind employees to turn off office lights when they leave for the day, or for lunch or meetings, and to keep lights off in offices or conference rooms that are not in use.

Steps Taken:

Efficiency:

2512	5/19/2009	Y	5/29/2009
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Any local, state, or federal agency can post items onto www.govdeals.com. The site allows items to be bid on nationwide. The state should consider buying and selling items on this site to save and earn some money.

Has Merit?: Y **Explanation:**

Implementation: This is a reasonable idea. At this time, it would not be cost-effective for the Department of Revenue.

To sell used items through an online service, the Department would need someone to manage the process. Many individual activities are involved in selling online, including managing an online account; evaluating, pricing, and listing the item; communicating with the buyer; receiving and processing payment; collecting and remitting sales tax; packing and shipping; and handling complaints and returns. To do this, we would have to reassign staff from tasks that are critical to fulfilling our legislatively mandated responsibilities, like assisting taxpayers and child support

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clients, or that have the potential to result in greater monetary savings, such as negotiating contracts. The Department has determined that our current methods of dealing with surplus equipment are more efficient and cost-effective than attempting to sell them individually.

By state law, we must purchase most equipment and supplies from vendors who have contracts with the state. These vendors generally provide discounted prices, guarantees, delivery, and service. To manage a system of purchasing items one at a time from many different vendors would require significant staffing that is not available and could result in unsatisfactory purchases and no means of resolving disagreements with vendors.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of State

2185	4/29/2009			Recurring	Y	5/12/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation:

Instruct employees to turn off lights at the close of the business day.

Steps Taken: Staff instructed to turn lights off at the close of the business day.

Efficiency: Saving energy and lower utilities

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of the Lottery

	1526	3/9/2009			Y	4/9/2009
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Move the FL Lottery sales representatives to a 4 day work week. This would save on both fuel costs, and wear & tear on state vehicles. The Lottery Department also pays thousands of dollars to promote at local fairs, events and radio remotes. These events have little impact, or benefit to overall lottery ticket sales. As well as add unnecessary overtime hours.

Has Merit?: Y **Explanation:** While a four day work week sounds attractive, it would actually harm our level of customer service for our retailers that require assistance. The sales representatives would have the same number of calls to make during the week irrespective of the number of hours worked each day. So a change to a 10 hour day rather than the current 8 hour day has little or no impact on the vehicle costs. The same fuel costs and wear-and-tear would result regardless of the number of days the vehicle is on the road.

With regard to the Lottery's participation in local events, while it is true that each individual event may only generate small amounts of revenue (although some generate over \$4,000 an hour), the department considers these events to be a critical element in our overall marketing strategy to strengthen our brand recognition. Much like store sampling, it is hard to determine how many sales come from seeing a Lottery booth at a local event and then trying some of the highlighted products at a later time.

Implementation: Investigated - Inconclusive

Steps Taken:

Efficiency:

	2069	4/23/2009			Y	5/18/2009
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We waste tons of office supplies, we buy things we don't need, we surplus things that are practically brand new. There is very little storage available for surplus so things are taken to the dump regularly. Employees should be able to buy the perfectly good furniture and computers that we regularly surplus. I put unknown because I don't want to be identified since it will be obvious who made this suggestion. I've been making it loud and clear for a long time. I'm sure this kind of activity is rampant throughout every agency.

Has Merit?: Y **Explanation:**

Implementation: The Florida Lottery's Property Management Policies and Procedures has measures in place that address the concerns identified above.

Steps Taken:

Efficiency:

	2138	4/27/2009			Y	5/18/2009
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By following a similar program as State's Attorney Willie Meggs' walking program for his employees, state offices will have healthier and more efficient employees. Allow state employees to walk 30 minutes a day and reward them with four hours off a month.

This will result in less time off for sick leave. When the employee earns the four hours off then it save on electricity and water.

American Heart Association's Start!

<http://www.americanheart.org/presenter.jhtml?identifier=3053031>

This is what Start! is all about — employees stepping away from their desks to get some quick and easy physical activity at work. Remember, walking can help a person reduce their risk of heart disease and stroke. And healthier employees help you reduce healthcare costs. So why wouldn't you want employees up and moving?

Promote this healthier lifestyle with our menu of tools to help get your workers up and moving. It's easy and free. It also celebrates the many health benefits of simply walking!

MyStart! Online Tracker is one of these tools. It's a great way for you to track your employees' fitness progress.

The Start! Walking Program encourages employers to set up walking routes that can motivate employees to walk around the office. National Start! Walking Day, April 8, 2009, is our special day that calls on all employees to become more active.

And keep your employees informed year-round with healthy tips from our quarterly Start! at Work newsletter. Use our information in your own company newsletters.

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Has Merit?: Y **Explanation:**

Implementation: While a wellness program like the American Heart Assoc. Start program is a good idea, the way it is currently implemented at State attorney Willie Meggs office is cost prohibitive for the Lottery. While employees only take a short walk break (10 -15 minutes) on a designated route (inside the office building, stairs included), they earn 4 hours of Administrative Leave a month if they walk every work day of that month. If the half of the Lottery's employees earn this leave that would be over 800 hours a month in Admin leave. The Lottery offers generous leave and employees have sufficient time for wellness activities.

Steps Taken:

Efficiency:

2226	4/29/2009				Y	5/18/2009
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As a state agency, we are mandated to buy the lowest cost ticket item. The lowest cost item does not stand up to the use and sometimes is only good for one time. IE markers, highlighter, pens, etc. What a waste of money.

Has Merit?: Y **Explanation:**

Implementation: The current procurement process has measures in place that address the concerns identified in the above suggestion. More specifically, the Florida Lottery has practices in place to ensure that the proper commodity/service is procured.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Department of Transportation

	1556	3/13/2009			Y	5/27/2009
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Have developed fuel management and additive system for large diesel engines. Requires NO engine modification, Decreases fuel consumption from 30 to 50%. Prototype has been successfully tested with great results for the past 19 months. Our product produces (0) net carbon emissions and contains no petroleum products. Broward County Transit presently testing product and system working as represented. we are a micro-sized company that wishes to work with you please feel free to contact me.Tel 305-542=1389 or visit our web site (cleancombustiontech.com)

Has Merit?: Y **Explanation:**

Implementation: A copy of the product specifications and any Federal or military specification. Copies of government test reports from DOE, EPA, DOT, GSA, NHTSA, DOD or other Federal or State agencies. Reports from recognized civilian test laboratories (i.e., Underwriters Laboratory or Southwest Research Institute). Product evaluations by SAE, ASME, universities, major automotive equipment manufacturers or Consumer's Union. A copy of the Federal Stock Catalog listing which gives the federal stock number assigned to your product. A written statement of your product cost, estimated installation cost (if applicable) and any cost break points that would apply to sales to the State of Florida. A list of current, local and public or private, fleet users using your product we can contact. Copies of published articles addressing your product found in recognized professional or trade journals. Letters from major American automotive manufacturers stating the use of your product will not invalidate their new vehicle warranties. No product will be evaluated that does not meet this requirement.

Steps Taken:

Efficiency:

	1690	3/20/2009			Y	5/27/2009
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The Expressway Authority is now using cameras to capture license plate pictures of vehicles who run tolls. The vehicle owner is then sent a bill or citation for the violation.

My suggestion is for the Expressway Authority to take pictures of all license plates and monitor for expired tags or send the images to the Police who can then monitor for expired tags. Citations could then be issued to the vehicle owner through the mail. This would increase citation revenues, tax revenue (from tag purchase) and encourage more timely compliance of vehicle registration.

Has Merit?: Y **Explanation:**

Implementation: Implementation would require a legislative change as toll agencies currently may use photos only for toll enforcement. In addition, the dates on registration stickers are too small to be recognized accurately by the optical character reader (OCR) software.

Steps Taken:

Efficiency:

	1722	3/25/2009			Y	5/26/2009
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Expand the opportunities for staff to telework/ telecommute. Many positions/functions rely, primarily, on personal computers and telephones. Many technical and professional positions have very little direct contact with co-workers or the public. The decision to determine whether a position/function is able to be performed via telework should be on a case-by-case basis and not a 'class of work' decision. While some positions in a class may deal directly/face-to-face with customers, many others do not.

Has Merit?: Y **Explanation:** The suggestion does have merit as it relates to reviewing the opportunities for Department of Transportation staff to telework/telecommute. Legislative changes to Florida Statute 110.171(3) have mandated that all state agencies identify, generate and maintain a current listing of job classifications and positions determined by the state agency to be appropriate for telecommuting. The initial process must be completed by September 30, 2009, the date by statute when all state agencies must make public the result of their initial review by posting a current listing of job classifications and positions appropriate for telecommuting on their agency website. The guidance received from the Department of Management Services has provided for a two part evaluation analysis. The first part of the evaluation is strictly a position analysis of whether the duties and responsibilities lend themselves to telecommuting. The second part of the evaluation, which will only be done after the Department adopts and implements a telecommuting program, establishes a process for identifying individual employees who, if occupying telecommuting eligible positions, will be permitted to participate.

AGENCY SUGGESTION	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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Implementation: The Department will not be expanding telecommuting opportunities; however, the Department will be evaluating positions for telecommuting eligibility and updating the Telecommuting Procedure.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

Fish and Wildlife Commission

1905	4/7/2009	895400	Recurring	Y	4/24/2009
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The state has cut back on the heating and a/c temperatures to save power and reduce the cost the state is paying for power. Also, we've all been asked to remove several items (coffee pot, space heaters, etc) to help with this. I believe the state may have overlooked one large way to reduce the power consumption on a state wide level and significantly reduce the cost of electricity used by state facilities, Lighting.

Almost all of our state buildings have excessive lighting. On my floor I have 16x22 rows of light fixtures, give or take a few. That is 352 fixtures per floor with three light bulbs each. That's 1056 bulbs used on my floor. These bulbs use 45 watts of power every hour. If the math is done correctly, that is a very large amount of consumed power and is very costly.

I'm not sure what the state's cost in lighting alone is but by removing one bulb from every light fixture, it will decrease the lighting cost by 1/3, that would save the the state hundreds of thousands a year. If we remove two bulbs, it would reduce the lighting cost by 2/3, additionally, if we also remove all lights in cubicles/offices not used, the state could save millions on a state wide level.

Has Merit?: Y **Explanation:**

Implementation: We changed our light fixtures to T8 bulbs and electronic ballast several years ago and since then we have disconnected the ballast in every other fixture.

See above

Steps Taken: The original light fixtures used electromagnetic ballast and 36W T12 florescent bulbs. These fixtures were replaced with half the number of fixtures using the more efficient electronic ballast and 32W T8 florescent bulbs. Later approximately 138 of these fixtures were disconnected for added savings.

Efficiency: The original light fixtures used electromagnetic ballast and 36W T12 florescent bulbs. These fixtures were replaced with half the number of fixtures using the more efficient electronic ballast and 32W T8 florescent bulbs. Later approximately 138 of these fixtures were disconnected for added savings.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
SUGGESTION						

Office of Financial Regulation

1558 3/13/2009

Y

5/20/2009

1. State of Florida employees are the lowest paid State employees in the nation and have not received a pay raise since 2006. No pay raises are projected in the State budget again this year and State employees have experienced the rising cost of living. Electricity, water and food have all increased in cost. However, the main increase is the cost of commuting to work, the cost of gasoline, and toll increases. Gasoline has increased to a National average price of over \$2.00 a gallon, and is projected to be at \$3.00 a gallon by summer. A workable solution to help offsetting the lack of pay raises and escalating prices is by implementing a four day work week. A four (4) day work week reduces the number of days that investigators commute by (4) four or (5) five days a month, thus reducing the cost; fewer funds spent on gasoline, tolls, oil changes, and other vehicle maintenance items due to fewer miles driven. The savings would help offset the loss of cost of living raises over the past three years.
2. The Bureau of Financial Investigations works cases with City, County and Federal law enforcement agencies that work a 4 duty day week. By implementing a four (4) day work week Investigations then would be on a work schedule with our counterparts and not have to adjust their working hours accordingly.
3. Each Regional office could devise a schedule that would ensure the office was manned (5) five days a week, and investigators would be there for the core hours of 8:00 a.m. to 5:00 p.m., Monday thru Friday. Half of the staff investigators could work Monday thru Thursday and the others, Tuesday thru Friday. Staff could rotate days as required to ensure that the office would be covered at all times. Investigators would acknowledge that a sick leave or annual leave day would consist of 10 hour. State holidays would remain 8 hours with 2 hours annual leave charged against the employee.

Has Merit?: Y **Explanation:** This suggestion has been forwarded up the chain to Bob Dyar, my immediate supervisor, for discussion with OFR senior managers. Actions taken will be at the discretion of senior management.

Implementation: Suggestion may be implemented, at the discretion of senior management. This suggestion has been forwarded up the chain to Bob Dyar, my immediate supervisor, for discussion with OFR senior managers. Actions taken will be at the discretion of senior management.

Steps Taken:

Efficiency:

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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State Court System

1992	4/17/2009	0	Recurring	Y	5/1/2009
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I work in the legal field. Currently the federal courts allow electronic filing via the internet of most all legal documents. The state and local courts do not. If the Florida courts would allow all legal pleadings to be electronically filed, the cost of copies and postage for each state agency would be drastically reduced. Legal documents can be scanned and electronically submitted quickly - thus making the workforce more efficient as well. Some local courts require electronic filing of pleadings and proposed orders but additionally require originals plus copies be mailed to the Courts.

Has Merit?: Y **Explanation:**

Implementation:

Many of the Clerk of Courts are in the process of implementing electronic filing of legal documents. For the District Courts of Appeals and the Supreme Court, plans have been made to accept electronic filings, but have been delayed due to funding restrictions.

Steps Taken: See above.

Efficiency: Electronic filing would be easier and more efficient.

2200	4/29/2009		Recurring	Y	5/1/2009
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Very simple suggestion turn off office lights when employee has left for the day or if employee is not in for the day turn off the light. Save energy, Save money.

Has Merit?: Y **Explanation:**

Implementation:

Most buildings in the SCS already encourage employees to turn off lights. Some rooms have sensors that automatically shut off the lights if there is no one in the room.

Steps Taken: See above.

Efficiency: Utility costs are reduced the more lights are turned off.

2242	4/29/2009	0	Recurring	Y	5/1/2009
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I work in the legal field. Currently the federal courts allow electronic filing via the internet of most all legal documents. The state and local courts do not. If the Florida courts would allow all legal pleadings to be electronically filed, the cost of copies and postage for each state agency would be drastically reduced. Legal documents can be scanned and electronically submitted quickly - thus making the workforce more efficient as well. Some local courts require electronic filing of pleadings and proposed orders but additionally require originals plus copies be mailed to the Courts.

Has Merit?: Y **Explanation:**

Implementation:

Many of the Clerks of Court are in the process of implementing electronic filing for court documents. For the District Court of Appeals and the Supreme Court, plans have been made to allow electronic filing. However, they have been delayed due to funding restrictions.

Steps Taken: See above.

Efficiency: Electronic filing will make it easier and more efficient to file court documents. Not sure how much the cost savings will be.

AGENCY	SUGG #	CREATED	MONEY SAVED	MONEY SAVED FREQUENCY	CLOSED?	CLOSED DATE
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SUGGESTION

State University System

1601

3/16/2009

Y

3/24/2009

I suggest that bonuses be frozen until the economy improves. How can these people give themselves bonuses when so many others are struggling? My spouse works as an administrative assistant at USF and has not received any sort of a pay increase for several years, even though the football coach receives a handsome salary, the faculty gets increases, and the Dean and others get their bonuses. And when they make cuts, it will be these folks that are let go. Not only is this demoralizing, but it also affects productivity. Why do any more than the bare minimum when your reward is no pay increase and the chance of being laid off? It smacks of the AIG deal going on.

Has Merit?: Y **Explanation:**

Implementation: This is a local control issue. the university of south florida board of trustees are responsible for their own personnel system.

Steps Taken:

Efficiency:

Total Suggestions: 99