

Suggestion List

01-Apr-10

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

Department of Children and Families

3889

3/4/2010

Recurring

Y

3/31/2010

This is an idea that can quite possibly save the State of Florida hundreds, if not thousands, of dollars monthly.

If the State of Florida were to make "EcoFont" the default font for printing documents on all State computer systems the savings would be phenomenal; with what would appear to be minimal costs to implement. I work at the Brooksville CSE Office and even if [just] CSE were to use this font Statewide, the savings in toner/ink would be quite large.

EcoFont has very tiny holes within it that are virtually imperceptible to the human eye at a normal font size(10 to 12 point). These "invisible" holes result in this font using up to 20% less ink and/or toner.

More info on EcoFont can be found at: <http://www.ecofont.com/> I recommend someone go to the website and check out the FREE (click on English) version and the PROFESSIONAL (click on English) version for further information.

I sent this cost savings idea up several months ago through the "Listening To You" program, but it seems to have gotten "stuck" somewhere along the way.

Thank you for your consideration.

Has Merit? Y **Explanatio** Yes

Implementatio

Major statewide revision of policies and procedures. This could possibly be implemented by DMS as a statewide savings alternative.

Steps Taken

Efficiency:

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

	3925	3/4/2010		Once	Y	3/31/2010
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If the State of Florida were to make "EcoFont" the default font for printing documents on all State computer systems the savings would be phenomenal; with what would appear to be minimal costs to implement. I work at the Brooksville CSE Office and even if [just] CSE were to use this font Statewide, the savings in toner/ink would be quite large.

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I sent this cost savings idea up several months ago through the "Listening To You" program, but it seems to have gotten "stuck" somewhere along the way.

Thank you for your consideration.

Has Merit? Y **Explanatio**

Implementatio

Duplicate

Steps Taken

Efficiency: Duplicate

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Department of Community Affairs

	3634	2/19/2010			Y	3/1/2010
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Instead of having agencies contract private companies or individuals to perform services or write software they should check and see if another state agency has already developed something similar and if it is available to multiple agencies. I do not know the amount that DCA has paid out to a private contractor to produce a query system to aid in research. However, I know that DOH has a query system that is user friendly and can provide the same end results as the one that DCA has recently implemented that was written by this private contractor. I also know that this program from DOH (FIS) is available to other state agencies and I am sure is at a much lower cost than what DCA has paid this private contractor for a much less user friendly system. It seems like a waste of time and money to have someone build a system when there is already one available.

Has Merit? Y **Explanatio** Adapting existing systems when feasible can be efficient and economical. This Department makes every effort to adapt and utilize existing systems, and shares its systems for adaptation by other agencies. The specific reference by the submitter is unclear.

Implementatio Overall suggestion already in practice.

Steps Taken

Efficiency:

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

3616	2/4/2010		Recurring		Y	3/22/2010
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Statistics have shown it is less costly to open Work Release Centers than prisons. They have also shown the recidivism rate is less for those released from Work Release than institutions. However the state of Florida currently only has thirty-three Work Release Centers. There are many people on the waiting list for this program who never make it because of lack of bed space. Rather than continuing to build more prisons, why not build more work release centers which would allow more people to actually get out and work. The cost for housing an inmate in WR is half of the cost of housing in an institution. I read a report from March of 2009 where some great ideas were tossed out. Including opening more Work Release Centers and expanding the program to include sending some of these men and women home with supervision rather than housing them in the actual centers. At the time the report was written more than 300 inmates qualified for this expanded program. Re-entry has the potential to save the FLDOC millions, however it would appear many wish to continue the way things are with something just not working. Work Release Centers should also be aggressively seeking contracts for employment within the communities they are located to increase employment opportunities. Currently inmates face returning to the institutional level if they are unable to find jobs within sixty days. Those in charge of the employment process at these Centers need to be highly motivated individuals who will ensure success. The DOC motto is When They Succeed We Succeed. However recent experiences have shown this is not what is happening. There are centers denying inmates jobs for reasons with little rhyme or reason.

Has Merit? Y **Explanatio**

Implementatio

Expand work release beds mindful of public safety considerations.

Steps Taken The department is adding 600 state operated beds to the 3,952 work release beds currently on line. in addition, an RFP is currently open requesting proposals to add 280 privately operated work release beds.

Efficiency: Work release provides the inmate with the opportunity to acquire monetary savings prior to release from incarceration, enhance employability skills prior to release, re-establish ties with family and the community, and participate in some level of self-betterment programming. This has an impact on reducing recidivism.

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

3570 1/29/2010 Recurring Y 3/12/2010

Put sensor lights in ALL Conference Rooms this would ensure that the lights go off automaically in 10-15 minutes. There's so much wasted electricity in state buildings. Something has to be done.

NO More Phone Books nobody uses them anymore. Less environmenta waste.

No free magazines and/or publications. All the magazines we receive in my Division get recycled. If an employee wants a subscription let them pay for it themselves.

Cut back on the number of Blackberries and Cell Phones that the state provides.

State Employees really deserve a raise it's good for the state, the businesses and the families in FL.

Has Merit? Y **Explanatio**

Implementatio

Steps have already been taken to implement this suggestion.

Steps Taken The Department of Management Services is installing light sensor switches in some conference rooms. Some of the light sensors are not sensitive enough to be effective in the large conference rooms. DMS will continue to explore options.

The offices located in Tallahassee are provided the CenturyLink phone book. This office requests each Division to provide us with the number of phone books needed and they are distributed based on each Division's request.

DEP plans to address the unsolicited magazine concern through an all employee "Easy as One" reduce/reuse/recycle e-mail.

The Department of Environmental Protection has taken steps over the last two plus years to consolidate our cell phone and Blackberry services. Throughout this process, we have re-evaluated the assignment of devices to staff. Our goal was to reduce the number of devices in use, make sure that the devices assigned were justified and appropriate to meet the needs of our employees in conducting their assigned duties, and reduce the overall cost to the agency for the wireless services obtained. We have realized both a reduction in the number of units in operation and a savings from consolidation.

The attached memo addresses the process followed by DEP staff to obtain wireless services for SFY09-10. The Add/Change/Delete process described in the memo continues throughout the fiscal year as service is obtained, changed or cancelled for employees.

The second document is the report submitted to the Legislature regarding actions taken by the Department to reduce/standardize wireless services across the agency. Reductions and savings are discussed based on our consolidation efforts.

Efficiency:

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

	3038	9/3/2009			Y	3/1/2010
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I am a new employee to the State of Florida, since May 2009.

I am sure we have a state contract for our courier services ie, UPS etc. I know we deal with date stamped mail in all depts., but I really wonder if we need daily pickups..

Wouldn't it be more cost effective to have pick ups 3 days a week or maybe on odd or even days.. Just a thought.

Has Merit? Y **Explanatio**

Implementatio Reducing mail pickup during the week may have merit for some smaller agencies that are located all in one building, but would not be cost effective for large, regulatory agencies like DFS with multiple off site locations around town.

Steps Taken

Efficiency:

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

	3074	9/14/2009			Y	3/24/2010
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There is a vast amount of waste in the documentation required for the submission of a hiring package to the Personnel Office in the Department of Financial Services (DFS).

Most applications submitted for a position within DFS are submitted electronically. Those that are submitted via fax or mail are scanned into the People First system.

After the completion of the interview process for the vacant position, we are required to print hard copies of all applications and submit them to Personnel along with the hiring paperwork. This process must also be completed when no applicant is selected after interviews are completed.

The average application is 10 pages long. We often receive 100+ applications for a position. Recently, the Division of Consumer Services received 407 applications for a single position. The current guidelines required the printing of nearly 4,000 pages and the use of a full printer cartridge. The cost to the State for this was approximately \$200.00; this number does not take into consideration the cost for a staff member to handle the task.

Guidelines need to be changed to eliminate the printing of applications. Applicants are already listed on a form which indicates the reason they were (or were not) selected for the position. Personnel should be able to utilize this form to match the applicants to the electronic copies of their applications. Thereby, eliminating the need to print and store applications and supporting documentation.

Has Merit? Y Explanatio

Implementatio There is not an electronic solution currently available with Convergys/People First for downloading applications to the Department's computers; however, HR will communicate with Divisions to ensure they understand that only the tier of applicants in which the interview occurred would require printing of the applications. Due to the Department of State's requirement that application and selection records be kept for four (4) years after the personnel action and any litigation is resolved, HR asks that the applications for the top tier of applicants be printed and submitted with the appointment package. We consulted with People First to determine if applications could be downloaded from their system for electronic retention on the Department's computers to eliminate the need to print the applications. At this time, People First does not have this capability. Therefore, HR will continue to require that applications for the Tier (usually only the top tier) in which interviews are conducted and the selected applicant should be printed and submitted to HR with the appointment package for records retention purposes.

Steps Taken

Efficiency:

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SUGGESTION						

	3081	9/17/2009			Y	3/1/2010
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I think that we should create a standard Skills Verification Test that would cover every possible position available within the state. we can have employees take this test once a year and then when they apply for a new position we can just call the office of learning and development and request the test scores for a particular set of questions (i.e. questions 1-25) and this would reduce the amount of hours spent developing test and administering test, make the hiring process a lot faster and more efficient and we only would need to test people applying from the private sector. After taking 4 SVT in the last 2 months I find the process frustrating and tedious. It will also help employees realize what skills they are lacking and then go to training and polish their skills, it will improve work performance and it will give employees clear directions as to what they need to do to succeed. Every SVT I have taken has been given with a 2-3 hour window; we have to have someone monitoring the test; we have to usually do it in a span of 2-3 days; we have to develop the test and we have to then review them.

Has Merit? Y **Explanatio**

Implementatio There are certain position classifications where standardized skills tests have been implemented, such as for law enforcement positions in specific Divisions. We will continue to look for further standardization where appropriate. However, our challenge is that there are a large number of position classifications within State government; to create a singular Skills Verification Test which is all-inclusive relative to the skill sets needed for each classification would be difficult. An all-inclusive test would not permit hiring managers to identify the unique knowledge, skills and abilities needed for their particular vacancy. Testing potential applicants only once a year is problematic as the test results may not accurately reflect the applicants' knowledge, skills or abilities at the time a vacancy is filled. The applicants may have gained additional knowledge and/or skills during the year (i.e., from the time the test was administered until the position was filled).

Steps Taken

Efficiency:

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SUGGESTION

	3213	10/7/2009	0	Once	Y	3/1/2010
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It was recently brought to my attention that a suggestion had been made to set all printers to "greyscale" mode. While this will save toner, it also has the potential to REDUCE efficiency. Most of the offices I work with (FDOT) that need a color printer have separate color and black & white printers. So people print to the black and white unless they specifically need color. Having the default set to greyscale on the color printers will only add an extra step for whoever is printing something and waste paper by having to print a document twice.

Has Merit? Y **Explanatio** The volume of color printing for network printers is part of the DFS Printer/Fax Copier Consolidation Project and will be included in the assessment. Desktop printers are being inventoried and removed from desktop locations unless approved justification for specific requirement is provided.

Implementatio Implementation will depend on the outcome of the assessment. In speaking with the vendor assisting with the Consolidation Project, they agree that the "grey scale" setting on color printers is not a best practice and it is not recommended. The vendor has also advised that going through an exercise to "estimate" the volume of color printing will not add value. Since most network printers are leased to include all supplies for the equipment (except paper), this exercise will require significant cost in time and resources and the duplication of printing will increase the paper cost. We will make a final determination when the analysis for the Consolidation Project is complete.

The steps currently being taken in the printer consolidation project are leading us to "fleet management" that will assist the Division of Information Systems with determining the usage of each network printer. This suggestion could be implemented if the cost/benefit analysis proves added value and cost savings.

Steps Taken

Efficiency: Unknown at this time.

	3400	11/14/2009	0	Recurring	Y	3/1/2010
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The Department of Management Services has the technology available which would allow faxes to be sent and received via email eliminating the need for a fax machine and the fixed cost for the telephone line. This would also save on paper costs as not all faxes would need to be printed out. This service is actively being offered to all State agencies.

Has Merit? Y **Explanatio**

Implementatio

The department is in the process of confirming inventory and requesting consolidation where possible. The Division of Information Systems has provided the monthly recurring costs for phone circuits used for faxing, which will be used as a baseline for potential cost savings. The Division of Information Systems has also provided some alternative solutions to consider for faxing solutions, but there is a cost associated with these solutions so additional analysis and information is required. The additional analysis and potential solutions are being incorporated into our Printer/Fax/Copier Consolidation Project.

Steps Taken Inventory has been completed with some reductions in current equipment. This suggestion will be implemented if the cost/benefit analysis proves added value and cost savings.

Efficiency: Unable to determine at this time.

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

	3437	11/18/2009	0	Recurring	Y	3/1/2010
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Used toner cartridges can be sold to vendors who pay up to \$7 for empty cartridges. Start a program to get money for them rather than sending them back to the manufacturer and not getting any money back. They could also be donated to public schools. Many schools have a program in place and will get up to \$7 per empty cartridge.

Has Merit? Y Explanatio

Implementatio Most cartridge suppliers do not recycle all print cartridges. Many also have a requirement that we purchase all cartridges from them and provide a certain number of recycle cartridges before they will allow a credit. The printer consolidation project has requested that desktop printers be reduced or eliminated; this should reduce the number of cartridges available for recycling. The cartridge supplies for leased printers are included in their lease regardless of how many they use. A tracking process could be implemented. This is under review.

Regarding donations, many business areas have drop boxes for the charities of their choice, which is encouraged. Each business area is responsible for the process that works best for their area, in accordance with Florida Statute 403.714 (Duties of State Agencies).

The steps are currently under review by CREW and by the Printer/Copier project.

Steps Taken Initial discussion and review by CREW with implementation recommendations forthcoming.

Efficiency: Unable to determine at this time; however, Savings (greater efficiency) by determining to use refurbished toner cartridges provides a driver to the recycling market- demand will increase with more vendors willing to undertake recycling and potentially pay (more) for recyclable products; this could turn into a revenue stream for DFS and the State; cost avoidance and good stewardship are also enhanced by having vendors recycle the toner cartridges even if no payment is rendered. Disposal to charitable organizations and schools is also an option that would have the same result.

	3464	11/24/2009			Y	3/1/2010
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instead of printing paper salary form given to all state employees, monthly, bi-weekly; have the form available by each agency's personnel system, DFS site, or the personnel system, for each employees can log on and see it or print it if needed. Most of us, do not need the pay statement, just the end of the year statement. When there is a change in the pay, then, send email to the employee and let them know there is a change to their normal pay, then can be viewed to verify it online. This would save tons of paper/printer/labor costs.

Has Merit? Y Explanatio

Implementatio We have had an on-line Earnings Statement website available for several years now. All state employees can create a User ID and password to gain access to their on-line statements.

Steps Taken

Efficiency:

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

3564	1/27/2010	250000	Recurring	Y	3/1/2010
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Mail this letter or postcard to currently employed members of deferred comp funds, not to retirees who are not eligible to contribute. The return address is for the CFO, so although it says in small print at the bottom of the card that no state funds were used, it makes the CFO look wasteful and misinformed.

Has Merit? Y **Explanatio**

Implementatio

The Bureau will be requesting a payroll file from the Bureau of State payrolls. The file will be scrub against the deferred comp participant file. If a participant is not identified on the payroll file then their account will be flagged. Our request is to receive a payroll file monthly from the Bureau of State payroll to scrub against the deferred comp participant file.

Steps Taken The DC Bureau has reached out to the Bureau of State payrolls and to the DC records administrator. The records administrator is working on a cost for the deferred compensation plan.

Efficiency: Based on 5000 participants. \$2500.00(approx. With the participant flagged because they are not receiving a payroll warrant, then when the deferred comp office asks for a file from its records administrator the file will not include participants that are currently not receiving a pay warrant, due to leaving employment.

3587	1/26/2010	0	Recurring	Y	3/1/2010
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CONSIDER THE POSSIBILITY OF PURCHASING REFURBISHED SUPPLIES SUCH AS TONERS FOR PRINTERS, SCANNERS, FAX MACHINES, ETC. INVESTIGATE PURCHASING CHEAPER SUPPLIES FOR FUJITSU OR ANY OF THE LARGE PRODUCTION SCANNERS.

Has Merit? Y **Explanatio**

Implementatio

Our Commodity Review and Efficiencies Workgroup (CREW) and the Printer/Copier Reduction Project are currently reviewing this subject area. A CREW subcommittee and Information Systems are running a test on the toner cartridges for laserjet printers; the Printer/Copier reduction project is also looking at economies and equipment rationalization including faxes. CREW results will be forthcoming shortly (test runs to 2/26/10); Printer/Copier will be a little further downstream for implementation.

Steps Taken See above. Steps are forthcoming.

Efficiency: Unable to determine at this time. Cheaper better supplies plus networking/reduction of individual printer/copier/fax population will reduce energy costs, maintenance costs and purchase costs.

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

	3733	2/25/2010	0	Recurring	Y	3/24/2010
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THERE ARE TOO MANY MIDDLE AND UPPER MANAGERS AND SUPERVISORS, AND FEW WORKERS, WHAT IS THE REAL PURPOSE OF HAVING SO MANY MANAGERS. STATE EMPLOYEES ARE ADULTS AND HAVE THE DISCIPLINE TO DO THEIR WORK. TOO MANY MIDDLE MANAGERS SUPERVISING TOO FEW PEOPLE. MANAGERS WHO GENERALLY HAVE TO FEW TO SUPERVISE ARE VERY CAUTIOUS & CRITICAL AND FEAR GIVING GOOD EMPLOYEES RECOGNITION. ELIMINATE HALF OF THE MIDDLE AND UPPER MANAGERS AND SUPERVISORS AND THE WORKLOAD PROBABLY WILL NOT CHANGE, AND THE WORK WILL STILL GET DONE. IT WILL SAVE THE STATE A FORTUNE.

TOO MUCH TIME SPENT ON SUPERVISING EMPLOYEES WHO ARE PROVIDED WITH VEHICLES, IN ADDITION, AS A WASTE OF TIME EMPLOYEES WHO DO HAVE STATE VEHICLES ARE REQUIRED TO REPORT TO THE OFFICE (WASTE OF LOTS OF TIME & MONEY & PRODUCTIVITY)IF YOU ARE SUPPOSED TO BE IN THE FIELD)PRIOR TO TAKING THE STATE CAR AND ARE TO BRING IT BACK IN BEFORE 5 PM (ANOTHER WASTE OF LOTS OF TIME & MONEY & PRODUCTIVITY). ANY EMPLOYEE WHO IS NOT TRUSTWORTHY SHOULD NOT BE WORKING FOR STATE GOVERNMENT, OBVIOUSLY WHEN THEY WERE HIRED, IT WAS BECAUSE THEY WERE A RESPONSIBLE, COMPETENT, DEPENDABLE, RELIABLE AND HONEST EMPLOYEE. WHAT HAPPENED TO THE HIRING PRACTICES? THIS PRACTICE ALSO DEHUMANIZES EMPLOYEE MORALE. HAPPY EMPLOYEES ARE MUCH MORE PRODUCTIVE THAN THOSE THAT FEEL THEY ARE UNDER THE GUN AND BEING SCRUTINIZED.

Has Merit? Y **Explanatio**

Implementatio

The CFO is currently working on an initiative to decrease the number of middle managers. As department managers resign or retire, positions will be eliminated, and the department's structure will be reengineered using existing staff to cut unnecessary layers in management. The achievement of a 7:1 employee to manager ratio will put DFS in line with best business practices and could save an estimated \$8 to \$10 million annually.

All State agencies are required to follow statute and rule regarding assignment of state vehicles; however, the DFS previously identified a similar issue/cost impact to the State which resulted in a request for exception from the Department of Management Services (DMS), which was granted. When a business area can identify and justify an impact or savings to the State, DMS has the authority to grant exceptions.

Steps Taken DFS Divisions are currently reviewing their organizational structures and recommending changes to decrease the number of middle managers with the overall goal of a 1:7 span of control.

DFS previously identified a state vehicle issue/cost impact to the State which resulted in a request for exception from the DMS, which was granted.

Efficiency: Unable to determine cost savings at this time; the span of control initiative could save up to \$8 to \$10 million annually.

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

	3588	1/26/2010			Y	3/31/2010
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CONSIDER THE POSSIBILITY OF PURCHASING REFURBISHED SUPPLIES SUCH AS TONERS FOR PRINTERS, SCANNERS, FAX MACHINES, ETC.
 INVESTIGATE PURCHASING CHEAPER SUPPLIES FOR FUJITSU OR ANY OF THE LARGE PRODUCTION SCANNERS.

Has Merit? Y **Explanatio** Dept. is already aware of an uses refurbished supplies were appropriate.

Implementatio see above.

Steps Taken

Efficiency:

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

	3790	3/15/2010		Recurring	Y	3/16/2010
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I travel 80 miles on I10 five days a week. I do the speed limit 70 mph. Often state vehicles has gone past me and continue driving excessive speed. A governor on state vehicles keeping them at no more than 70 miles on hour would save the taxpayer tons of money.

Has Merit? Y **Explanatio**

Implementatio 2. Traffic Laws

Any individual operating a vehicle for official state business must follow all applicable state and local traffic laws. The state will not pay for traffic tickets. The vehicle's driver is personally responsible for citations received during the operation of a vehicle for official state business.

All agencies should have internal policies to require drivers of state vehicles to obey all traffic laws.

Steps Taken DMS Internal Policy Covers this suggestion

2. Traffic Laws

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Efficiency:

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

3594	1/26/2010	0	Once	Y	3/26/2010
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CONSIDER THE POSSIBILITY OF PURCHASING REFURBISHED SUPPLIES SUCH AS TONERS FOR PRINTERS, SCANNERS, FAX MACHINES, ETC. INVESTIGATE PURCHASING CHEAPER SUPPLIES FOR FUJITSU OR ANY OF THE LARGE PRODUCTION SCANNERS.

Has Merit? Y **Explanatio**

Implementatio Many of our offices buy recycled cartridges, and we are currently investigating whether to make buying recycled cartridges part of comprehensive guidelines for cost-effective printing and copying. We are also reducing costs by eliminating desktop printers except for when there is a special need for them.

Many of our offices have been purchasing recycled cartridges for some time. We are investigating whether it would improve cost savings to make this a purchasing guideline for the agency.

Steps Taken We have basically been implementing this suggestion for some time, by encouraging cost-savings in every area of purchasing, including eliminating or limiting expenditures on toner cartridges, primarily through eliminating desktop printers. When toner cartridges are needed, many of our offices are already purchasing recycled cartridges.

Efficiency:

3770	3/3/2010			Y	3/9/2010
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Child Support Enforcement: When a customer wants to do a modification and they are not on public assistance they should be required to pay a fee. Even a small fee would be better than the fact we charge them \$0 now. SO many times they request a review and man hours and postage/paper time are wasted. Most people do not even bother to return the financial affidavits. Then when they do they might decide , "Oh never mind I don't want it to go up" sometimes as late in the process as there is a court date set- so many man hours lost and legal fees have been paid---all wasted. A fee would at least make people take the request for a review seriously. Many man hours are spent and if they are not on any public assistance they can afford \$10 or \$25.

Thank you for taking the time to read my suggestion

Has Merit? Y **Explanatio**

Implementatio The Department of Revenue does not have the authority to charge a fee for reviewing a customer's support obligation to determine if the amount should change. To implement this suggestion would require a change in state law. As part of the Department's Legislative Budget Request, the Department proposed that a fee be established for customers who would like their support obligation reviewed to determine if the amount should change. The fee would be charged on all types of cases, except temporary cash assistance cases. We are required under federal law to review temporary cash assistance cases without a request from the parent.

Steps Taken

Efficiency:

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

Senate

3484	11/24/2009	25000	Recurring	Y	3/8/2010
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instead of printing paper salary form given to all state employees, monthly, bi-weekly; have the form available by each agency's personnel system, DFS site, or the personnel system, for each employees can log on and see it or print it if needed. Most of us, do not need the pay statement, just the end of the year statement. When there is a change in the pay, then, send email to the employee and let them know there is a change to their normal pay, then can be viewed to verify it online. This would save tons of paper/printer/labor costs.

Has Merit? Y **Explanatio**

Implementatio

The Legislature has implemented this practice, and I believe every state entity is now requiring employees to access pay statements through the CFO's website.

Steps Taken The Legislature discontinued the practice of providing paper statements to legislative employees was discontinued in 2009. Most, if not all, state agencies had already move to a paperless process.

Efficiency: Mailing of paper pay statements saves in human resources and postal expenses.

Total Suggestions: 20