

Suggestions Adopted From July 2003 - June 2005

SUGG #	NAME and IMPLEMENTING AGENCY	ESTIMATED SAVINGS
15097	Salvo/Herold, Department of Consumer & Business Services <i>Have video tapes copied at DCBS rather than sending them to ODOT for copying, saving time and money (6/05).</i>	\$887
15106	Rogers/Herron, Department of Corrections <i>Switch to "Cozy Blankets" as standard issue for inmates instead of current wool or cotton blankets (6/05).</i>	\$33,435
15112	Smith/Bates, Department of Consumer & Business Services <i>Upon completion of all but "unsatisfactory" pawnbroker on-site examinations, have examiners leave the report with pawnbroker at conclusion of on-site examination (6/05).</i>	\$983
15127	Patricia Geraghty, DHS / Administrative Services <i>Allocate voucher numbers to each SDA to use for entering volunteer travel reimbursements, instead of using old 228 form just to obtain a voucher number to enter into the system, then throwing away the form (6/05).</i>	\$581
15150	Sharon Dahle, Department of Housing & Community Services <i>Set up e-mail list of owners, agents, on-site managers, etc., so updates to Section 8 program rules and regulations can now be communicated via e-mail (6/05).</i>	\$8,340
15164	David Bennett, Department of Justice <i>Helped create a program for new Batch Log Application which allows Receipting Unit and Reconciliation Unit staff to log, manage and track check and cash batches through the whole process (6/05).</i>	\$0
14737	Nancy Watson, ODOT / DMV <i>Revise form 735-6604 GUIDELINE FOR REINSTATEMENT to add check-off box for DUII treatment completion certificate (3/05).</i>	\$0
15122	Gary Delco, ODOT / Region 1 <i>Designed a post puller for use by 2 employees to pull posts by themselves, where previously it took 3 workers and a front-end loader (3/05).</i>	\$6,650
15137	Dennis Bjarnson, Military Department <i>Replace current method of creating inventory asset tags with a PC-based label generation program that prints standard bar code (3/05).</i>	\$6,916
14672	Bill Schleicher, ODOT / Support Services <i>Use replacement sander pintle sprockets from Eagle Foundry which cost less and last longer than current sprockets being used (12/04).</i>	?
14850	Jerry Leavitt, ODOT / Region 2 <i>Turn off flood lamp that lights up a slide area where rock screen protection was installed, eliminating the need for lighting (12/04).</i>	\$16
14903	Bold/Hallock/Hokit, Employment Department <i>Instead of sending Employers Handbook with new employer packets, reference where to find it and request one on the web site if needed (12/04).</i>	\$10,135
15026	Heather Archambault, ODOT / Driver & Motor Vehicle Services <i>Access the Polk Motor Vehicle Registration Manual and Polk Title Book Revision Service via internet instead of purchasing these books each year (12/04).</i>	\$770
15033	Brandi Leos, ODOT / Driver & Motor Vehicle Services <i>Program system to automatically bring up applicant's photo when renewing a license, as it does for duplicate licenses/ID cards (12/04).</i>	\$0
15042	Shirley Smith, Military Department <i>Surveyed Oregon Public Purchasing Association members to round up spare systems furniture parts for needed remodel, instead of purchasing parts (12/04).</i>	\$29,847
15053	Enid Stringer, ODOT / Driver & Motor Vehicle Services <i>Discontinue use of cover sheets for rescinded accident report bundles sent to Salem office (12/04).</i>	\$0

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15067	Benjamin/Staebler, DHS / Children, Adults & Families <i>Have receptionists notify case workers by e-mail when contacted by other states to verify Oregon benefits for clients applying out-of-state, so Oregon case workers know to close the case and avoid overpayments (12/04).</i>	?
15076	Kelly Heenan, DHS / Children, Adults & Families <i>Purchased an identification card printer to produce employee photo ID badges at a cheaper rate (12/04).</i>	\$4,528
14654	Melinda Serfling, Department of Justice <i>Partner with State Lands on a data match so that DOJ could use information on unclaimed property to attach those assets to collect child support (9/04).</i>	?
14934	Tonja Walls, Department of Justice <i>Subscribe to Western Identification Network (WIN) to retrieve unlimited copies of DMV photos on-line for set annual fee, which would be much lower than the current cost of \$6.50 per photo (9/04).</i>	\$6,092
14938	Sam Coy, DHS / Health Services <i>Audit Kaiser pharmacy claims over past several years to attempt to recover funds inappropriately paid because of erroneous billing procedures (9/04).</i>	\$480,000
14339	Ronald Kohanek, Department of Water Resources <i>Help mail room staff route incoming forms to right person by coding them in top right corner with 2-letter alpha code for each section, followed by initials of person who should receive form (6/04).</i>	?
14635	Bill Fujii, Department of Water Resources <i>Provide other options to printing water law volumes so often; (summarize 2001 changes on single sheet cross-referenced to page # of Volume 1; provide CD version in addition to web site; reduce # of Volume 2 copies printed) (6/04).</i>	\$700
14830	Margaret Fisher, Legislative Administration <i>Post signs/directions for how to get to 4th floor offices in Senate/House wings, since they are not accessible from the regular elevator (6/04).</i>	\$0
15014	Joanne McGinty, ODOT / Driver & Motor Vehicle Services <i>Automate the entry of stats showing time and production for each classification, to help develop standards and FTE for each classification (6/04).</i>	\$11,272
14860	Darlynn Jackson, DHS / Children, Adults & Families <i>Create a warning flag on ELGR screen for adopted children to avoid inputting their biological name on insurance information (4/04).</i>	?
14988	Kristan Brooks, Department of Corrections <i>Use existing long-sleeve shirt inventory by altering to short-sleeve shirts, instead of purchasing new inventory (4/04).</i>	\$26,062
15000	Vickie Ames, Department of Consumer & Business Services <i>Discontinue notarizing and certified mailing of Reconsideration Record copies, and simply provide a certification statement to meet requirement of sending a "certified copy" (4/04).</i>	\$7,304
14912	Audrey Nix, DHS / Children, Adults & Families <i>Compare Department of Corrections inmate lists posted daily on the internet with OHP-eligible client lists for possible savings from identifying inmates who should no longer be receiving benefits due to incarceration (3/04).</i>	\$234,240
14920	Bryan Conway, Public Utility Commission <i>Only print hard copy of administrative rules update for staff who have requested it for specific needs, and save the printing cost of supplying it to other staff who only need on-line version (12/03).</i>	\$1,428
11287	Jeanna Ramos, DHS / Children, Adults & Families <i>Use gift certificates or automate form 598 vouchers on IIS system (like purchase orders) for clients to use when purchasing gas (9/03).</i>	\$4,064

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13008	Taunya Garibay, Department of Justice <i>Develop computerized receipt system to record payment information and give client a receipt when they make a child support payment in the office (9/03).</i>	\$0
14636	Melinda Serfling, Department of Justice <i>Send custodial parents quarterly reports of payments applied to state debt, instead of monthly reports (9/03).</i>	\$7,616
14639	Don Butler, Department of Justice <i>Add another distribution code for reversing payments to responding states when excess funds are received on interstate cases (9/03).</i>	?
14645	Michael Washington, Department of Justice <i>Stop sending monthly bills/statements to child support obligors who are paying via automatic wage withholding, unless they ask to continue receiving billings or a payment is missed (9/03).</i>	\$117,995
14864	Danell Couchman, DHS / Children, Adults & Families <i>Use LOGI program to document info/changes received via phone calls to insurance carrier, employer, case worker, or policy holder which affect reimbursement of funds, instead of printing out notes and storing in cabinet (9/03).</i>	\$784
14865	Barbara Muller, DHS / Community Human Services <i>Eliminate unnecessary extra options on staff pagers which cost \$10-\$20 each month (9/03).</i>	\$20,189
14887	Joel Campf, Department of Justice <i>Work with US Postal Service to ensure that only addressee signs for restricted delivery certified mail for service of legal process, and obtain refunds for improperly delivered mail (9/03).</i>	\$1,150
14475	Holger Latt, Department of Corrections <i>Reduce frequency of receiving safe attitude posters from every week to once a month, or discontinue receiving (8/03).</i>	\$0
14641	William Doig, Military Department <i>Replace traditional 2500 watt bulbs in security lighting system with high pressure sodium 250 watt bulbs, reducing cost of operation and energy use (8/03).</i>	\$5,281
14770	Keith Ishida / John Smith, Department of Corrections <i>Issue two pair of BDU pants (\$16 each) to staff instead of two pair of uniform pants (\$48 each), as BDUs are more durable and cost effective (8/03).</i>	\$134,976
14878	Bryan Goodman, Department of Corrections <i>Replace metal clipper blades on inmate barber clippers with plastic attachments at much lower cost (8/03).</i>	\$2,556
14906	Jason Follett, Department of Forestry <i>Create business card-sized version of legal requirements of Regulated Closure (statutory wildfire prevention tool) which can be handed to the public during field contacts to help emphasize and remind people of the requirements (8/03).</i>	\$0
14584	Patti Real, ODOT / Driver & Motor Vehicle Services <i>Create template for plate requisition form #735-6637 for easier access instead of having to handwrite (7/03).</i>	\$5,042
14798	Richard Mitchell, Department of Justice <i>Manually delete multiple receipts for the same case number and combine payments into only one receipt line (7/03).</i>	\$76,349
14889	Linda Kosmoski, Oregon State Police <i>Eliminate secondary payroll system (DPAY) being used by OSP, which fed into the OSPS system, but had become unnecessary and a cumbersome duplication of effort (7/03).</i>	\$41,862