

REPORT TO THE LEGISLATURE
Pursuant to P.A. 84 of 2015
Article V, Section 304
Staff Savings Initiative Program

Section 304. The Director of the department shall maintain a staff savings initiative program to invite employees to submit suggestions for saving costs for the department. The proposed savings initiatives shall be accepted or rejected within 60 business days. By March 1, the department shall report to the senate and house appropriations subcommittees on corrections, the legislative corrections ombudsman, the senate and house fiscal agencies, and the state budget director on any savings proposals, the date implemented, the amount of the expected savings, and any process improvements that can be implemented in other areas of the department. The report shall also include any rejected savings proposal and the reason that the proposal was refused.

Timeframe	Suggestion	Decision	Implementation Status
October 2014 - September 2015	Security, Camera & Lighting - Training issues of facility staff on lighting.	Approved	Implemented - training is now offered at all sites.
	EPIC Bulletin - Marketing, branding, PR & recognition	Approved	Implemented - SharePoint designed, EPIC Mailbox, Liaisons selected.
	Lost Clothing - lack of identification, stenciling.	Approved	Implemented, stenciling of clothing eliminated, cost savings being evaluated as a result of this change.
	FYI should be done more like newspaper format which is inclusive of what is happening in all MDOC administrations.	Approved	Implemented - FYI renamed Corrections Connection and has adopted a new format.
	Central Office Physical Plant Department to develop SharePoint to provide information to facilities regarding Department wide projects, Central Office funding information and future work. SharePoint to also include all facilities 5 year plans, requests, approval of MOP/Capital Outlay funds, Annual Physical Plant Facility Inspection/projects approved in house, memos, standards, reports, related to Physical Plant - water test, sewage reports, security standards.	Approved	Implemented - SharePoint has been developed for the business managers for Physical Plant.
	Contact information for the other 49 states be compiled and delivered to team. Communication and Wellness contacting for "Best Practices"	Approved	Implemented - list completed and emailed to the Communication and Wellness Team.
	Postage Proposal - Northern Region to sell Forever prepaid stamped envelopes through Northern Region Store. Possible statewide after tested by Northern Region.	Approved	Implemented - updated in policy and "forever" stamps are now available.