BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 16, 2011 Division: Employee Services

Bulk Item: Yes X No ___ Department: _____

Staff Contact Person/Phone#: Teresa Aguiar X4458

AGENDA ITEM WORDING: Approval of a resolution establishing an Employee Suggestion Program for employees to contribute suggestions that will enhance the effectiveness of the County in terms of cost savings and improved services.

ITEM BACKGROUND: At the 2011 budget hearing(s), the Commission discussed the possibility of creating a program to incentivize ideas which contribute to cost savings and improved services.

PREVIOUS REVELANT BOCC ACTION: N/A

CONTRACT/AGREEMENT CHANGES: N/A

STAFF RECOMMENDATIONS: Approval.

TOTAL COST: $10,000 yr. **INDIRECT COST:** Staff time/review of suggestions by Committee BUDGETED: Yes ___ No X

COST TO COUNTY: $10,000 yr. **SOURCE OF FUNDS:** Ad Valorem

REVENUE PRODUCING: Yes ___ No X **AMOUNT PER MONTH**____ **Year** ____

APPROVED BY: County Atty ___ OMB/Purchasing ___ Risk Management

DOCUMENTATION: Included X To Follow_____ Not Required _____

DISPOSITION:_____ **AGENDA ITEM #**_____

Revised 2/27/01

RESOLUTION NO. _____ – 2011

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, ESTABLISHING AN EMPLOYEE SUGGESTION PROGRAM FOR EMPLOYEES TO CONTRIBUTE SUGGESTIONS THAT WILL ENHANCE THE EFFECTIVENESS OF THE COUNTY IN TERMS OF COST SAVINGS AND IMPROVED SERVICES.

WHEREAS, The County Administrator will establish guidelines for employees to follow in order for them to contribute suggestions that will provide cost savings and/or improved services; and

WHEREAS, the program will incentivize ideas by providing monetary awards to the employees who provide the suggestions in a lump sum payment; and

WHEREAS, all county employees shall be eligible to participate in the program with the exception of the County Administrator, County Attorney and Deputy County Administrator; and

WHEREAS, a resolution shall be established to allow for an annual total budget of $10,000 to be available to draw from when the employees' suggestions are approved to be implemented by the County Administrator; and

WHEREAS, the effective date of this program shall be as soon as specific guidelines are established by the County Administrator in the form of an Administrative Instruction and distributed to staff.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA

That an Employee Suggestion Program is approved and that guidelines are to be established by the County Administrator to allow participation by all employees in addition to appropriating $10,000 in the form of a resolution in order to award employees for their suggestions upon implementation.

PASSED AND ADOPTED by the Board of County Commissioners of Monroe County, Florida, at a regular meeting of said Board held on the ____ day of _____, 2011.

Mayor Heather Carruthers _____
Mayor Pro Tem David Rice _____
Commissioner George Neugent _____
Commissioner Sylvia Murphy _____
Commissioner Kim Wigington _____

(SEAL)
Attest: DANNY L. KOHLAGE, Clerk

By_____
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

By_____
Mayor/Chairperson

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
Cynthia L. Hall
CYNTHIA L. HALL
ASSISTANT COUNTY ATTORNEY
Date 10-31-2011

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:
CYNTHIA L. HALL
ASSISTANT COUNTY ATTORNEY
Date_____