

# Government Efficiency and Accountability Review (GEAR)

Board Meeting

May 18<sup>th</sup> 2017



# Agenda

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1. Introductions
2. Review minutes
3. Old Business
  - Completed, Current, Planned Actions
  - GEAR Communications Update
  - GEAR Homework
  - May 1<sup>st</sup> Preliminary Recommendations report
4. New business
  - GEAR December report
  - Proposed Report focus areas
  - Discussion
5. Public Comment
6. Adjourn



# Old Business

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- **Approve Minutes from prior Board meeting**
- **Completed**
  - Set GEAR Board meeting schedule
    - **May 18<sup>th</sup>**, July 13<sup>th</sup>, September 12<sup>th</sup>, November 16<sup>th</sup>
  - OMB/Finance Preliminary Recommendations Report
  - GEAR/Agency Lightning Rounds
    - DOE, DHSS/DMS, DTI, DOF
    - Other deep-dive meetings conducted: Controller General, Judicial, Business Community
    - Remaining: Treasurer, AFSCME

# Old Business

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- **In flight**
  - Implement GEAR communications platform in phases
    - Website available July



- **Planned**
  - GEAR Planning Rounds (May-July)
    - Meet with Agencies to plan GEAR activities required to complete the Annual Report to the Governor

# Old Business

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- **Executive Order #4 report issued May 1<sup>st</sup>**
  - *Preliminary Recommendations to Governor and JFC from Director of Office of Management and Budget and Sec. of Finance*
- **Report addresses:**
  - The Budget Reset
  - Education
  - Health Care
  - Information Technology Centralization
  - Making Government More Efficient
  - Establishing the Department of Human Resources



# Homework

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- Homework was recommended by the Board to ensure participation. Future requests will be made.
- The Board members/Designees were asked to:
  1. List and prioritize all efficiency projects your agency believes the GEAR should address in 2017 in accordance with Executive Order #4.
  2. Identify the key process efficiency/optimization initiatives occurring within your agency.
- Homework is critical input for GEAR Annual Report focus areas discussion
- DOE, DHSS, DTI, OMB, DOF contributions printed for inclusion in GEAR binder



# New Business

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## Annual Report

- First issuance of annual GEAR report
- Standing requirement
- Provide continuous improvement recommendations for inclusion in the state budget:
  - Shared service opportunities
  - Methods to improve recruitment, development, retention of employees

# Annual Report

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## Process and Timing



- **GEAR01 Board: March 23<sup>rd</sup>**
  - Lightning Rounds scheduled & Homework Assigned



- **GEAR02 Board: May 18<sup>th</sup>**
  - Board identifies Annual Report Focus Areas
  - Nominate leader for each Project Team and pair with GEAR team member
- **June 16<sup>th</sup>:** Project Teams membership, objectives, resources, and schedule posted on GEAR website
- **GEAR03 Board: July 13<sup>th</sup>**
  - Project teams report status to Board

- **GEAR04 Board: September 12<sup>th</sup>**
  - Project team drafts presented to Board
- **November 1<sup>st</sup>:** Project team final reports delivered to Board
- **GEAR05 Board: November 16<sup>th</sup>**
  - Draft of annual report reviewed by Board
- **December 1<sup>st</sup>:** Annual GEAR report delivered



# Annual Report

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## Proposed Focus Areas

1. Education
2. Health Care
3. IT Efficiency
4. Human Resources Delivery
5. Financial Services Delivery
6. Public-Private Partnerships (3P)
7. Legislative Package

# Annual Report – Focus Area

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## Education

Develop proposals for initiatives focused on finding efficiencies within and across school districts:

- Transportation management
- Shared facilities management practices
- Managed energy purchasing and consumption
- Shared Internet bandwidth contracts
- *Funding mechanisms to address long term revenue shortfall and student growth*

# Annual Report – Focus Area

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## Health Care

Develop proposals for initiatives focused on finding efficiencies through:

- Benchmarking of health care cost growth
- Performance improvement plans
- *Group employee health care reforms*
- *Medicaid reforms*

# Annual Report – Focus Area

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## IT Efficiency

- Reviewing current state of IT centralization and opportunities in remaining agencies
- Identifying and mapping processes requiring multiple authorizations and physical signatures -- driving broad acceptance of digital signatures (UETA) and paperless workflow

# Annual Report – Focus Area

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## Human Resources Delivery

Support the creation of a separate Human Resources agency

- Benchmark core processes of other state governments
  - HR policies and practices and systems
  - Payroll and benefit delivery systems
  - Absence and leave management systems

# Annual Report – Focus Area

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## Financial Services Delivery

Collaborate among the state's financial officers (Treasurer, Auditor, OMB Director, Controller General, Sec. of Finance) to develop benchmarking and proposals to maintain appropriate levels of financial controls while reducing the time and resources associated with collections, payables, accounting, budgeting, reporting, treasury, auditing, and other financial services.

# Annual Report – Focus Area

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## Public-Private Partnerships (3P)

Work with the Delaware business community to identify partnership opportunities that will lower the cost of government and promote economic development.

Encourage and enable industry talent to work with Agencies to support their pursuit of greater efficiency and effectiveness.

# Annual Report – Focus Area

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## Legislative Package

- Identify legislative requirements that have outlived their value and impose material time and costs
- Create a package of legislative actions required to modernize and reform these requirements

### *Examples:*

- What is the State's spend on paper notices and publications?
- What documents are copied to multiple officials purely for statutory reasons?
- How much is required by statute, and how much is performed for reasons of tradition?



# Public Comment

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