

Decision Path for Sorting and Prioritizing Ideas

Idea:

Did this idea go to the correct Department?.

Does the idea focus on . . .

Operational or Program Issues?

Examples: Reduce time for refunds
Process permits faster by eliminating bottlenecks.
Don't require SS# for license renewal

Structural Issues?

Examples: Combine Divisions
Make John Boss
Get rid of OAKS

YES

YES

Not Appropriate.
Communicate with
person who
submitted idea

Would implementing the idea . . .

Significantly	YES	NO	Need More Info
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Would the idea benefit . . .

High Priority	YES	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____

- Is more than one idea contained in the suggestion? _____
- Do you need further information from the Director regarding the merits of the idea? _____
- Do you need further information from the people who own/are involved in the process? _____
- Does the idea involve other agencies or the entire enterprise? _____

NO	YES
_____	_____
_____	_____
_____	_____
_____	_____

Refer back to DAS

Sort/clarify multiple ideas

Provide info/meet with Director

Provide info/meet with process experts

Does the idea meet the criteria and is it a high enough priority to proceed?

With sponsor, charter a team or individual to implement idea or analyze issue to determine and implement best idea.

Would the team benefit from support such as training or facilitation?