



## Administration

### **Document Scanning, Imaging and Viewing System**

A document viewing system that automates storing, tracking, and retrieving Economic Self-Sufficiency Case Information. This application can be adapted by other agencies to reduce time spent searching for and filing paper case records. For more information, please contact David Brey at (850) 921-0059 or [David\\_Brey@dcf.state.fl.us](mailto:David_Brey@dcf.state.fl.us). 2007 DCF-096

### **Administrative Services Outcome Monitoring Report**

A database system saves time collecting information; combines information from several different sources; and integrates graphics, data, text, and symbols to produce reports. The system provides continuous access to information and allows multiple points of data entry, thereby enabling more than one person to maintain data. For more information, please contact Marguerite Rappoport at (941) 861-2603 or [marguerite\\_rappoport@doh.state.fl.us](mailto:marguerite_rappoport@doh.state.fl.us). 2007 DOH-046

### **"Pay-As-You-Wait" Travel Reimbursement Service**

A travel reimbursement process reduces the time for Department of Transportation Tallahassee central office travelers to receive payment after submitting reimbursement requests from an average of one week to ten minutes. The only additional cost of implementing this process is an off-the-shelf software program that costs approximately \$40. For more information, please contact Kelly Lutz at (850) 414-4819 or [Kelly.lutz@dot.state.fl.us](mailto:Kelly.lutz@dot.state.fl.us). 2007 DOT-019

### **Retirement Plan for Temporary Employees**

A retirement plan for temporary employees saved the University of Florida over \$4 million in Social Security taxes between January and October 2006. For more information, please contact Paula Varnes Fussell at (352) 391-4621 or [pvarnes@ufl.edu](mailto:pvarnes@ufl.edu). 2007 UF-004