

HOUSE BILL NO. 1420

Introduced by

Representatives Severson, Berg, Svedjan

Senators Klein, Lyson

1 A BILL for an Act to provide for a workers compensation bureau performance incentive pilot
2 program.

3 **BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:**

4 **SECTION 1. Workers compensation performance incentive pilot program.** During
5 the 2001-03 biennium:

- 6 1. The bureau shall submit a performance incentive pilot program for review and
7 approval by the budget section of the legislative council. The total cost of the
8 program may not exceed the cost of a midpoint raise of four and seventy-five one
9 hundredths percent for the bureau's employees. The program must include:
- 10 a. A comprehensive schedule demonstrating how the bureau will develop,
11 implement, administer, and maintain the performance incentive pilot program;
12 b. A personnel policies and procedures manual including detailed provisions on
13 how employee performance is to be evaluated, how pay raises are to be
14 awarded as a reward and incentive for superior performance, and a statement
15 that pay raises will not be awarded on an across-the-board basis nor on the
16 basis of seniority;
17 c. A job description and performance appraisal form for every position in the
18 agency;
19 d. Proposed pay grades and pay ranges for every position in the bureau and a
20 system for monitoring and revising pay grades in the future;
21 e. An employee handbook;
22 f. The steps that will be taken to communicate the performance incentive pilot
23 program to bureau employees.

- 1 2. The bureau shall submit for review and approval by the budget section of the
2 legislative council the following plans:
 - 3 a. A plan for generating savings in the bureau's appropriation budget meeting or
4 exceeding the cost of funding the performance incentive pilot program. The
5 performance incentive pilot program may only be operated as long as savings
6 are achieved sufficient to fund the added expense of the program, and the
7 bureau may not exceed the overall appropriation budget for the 2001-03
8 biennium as a result of operating a performance incentive pilot program.
 - 9 b. A plan for implementing a system of comprehensive, objective performance
10 measurements, generating monthly reports on the operations and outcomes
11 of the bureau, the units or departments of the bureau, and the individual
12 employees of the bureau.
 - 13 c. A plan for implementing a bureau-wide continuous improvement goals
14 program, annually setting challenging goals that will achieve substantial
15 improvements in customer service, cost-efficiency, and performance, with the
16 overall goal of achieving service, efficiency, and performance in all areas of
17 the bureau's operations which meet or exceed the relevant nationwide best
18 practices in the public and private sectors.
 - 19 d. A plan for implementing a system for regularly surveying the customer
20 satisfaction of the groups and individuals served by the bureau to identify
21 areas for improvement in the services provided by the bureau.
 - 22 e. A plan for the creation of an advisory council, consisting of representatives of
23 a cross-section of the people and organizations served by the bureau and the
24 bureau's key partners in performing its functions, to monitor the bureau's
25 performance and provide guidance in the operation and development of the
26 bureau.
- 27 3. If the budget section of the legislative council approves the program and the plans,
28 the budget section may authorize the bureau to operate its performance incentive
29 pilot program through the end of the 2001-03 biennium and to transfer money from
30 the line items in which the bureau has achieved savings into the salary line item to
31 fund the additional cost of the program.