

**North Carolina Association of County Commissioners
2006 Ralph W. Ketner Employee Productivity Awards Application**

County:	Onslow	Employee:	William D. Norris III	Email:	Bill.Norris@co.onslow.nc.us
County Department:	Soil & Water	Employee Title:	District Program Manager		
County Phone:	910-455-4472 ext. 3	County Mailing Address:	4028 Richlands Hwy., Jacksonville NC 28540		
Is this project being submitted on behalf of two or more employees?				No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>

If yes, please provide below a listing of all project employees in Number 6. Employee & title as listed above should be for lead team member.

Fair Labors Standards Act Designation: In order for your project to be eligible, you MUST indicate one of the following. If you do not know, please contact your personnel director

EXEMPT: **NON-EXEMPT:** **BOTH (if applicable to team):**

1.	Productivity Improvement Title:	The same Level of Service (Higher level in future) at a lower cost.
2.	Implementation Date (must be between January 1, 2006 and December 31, 2006)	Sept. 2006 – On going
3.	Please describe the productivity improvement. (Please limit response to these 2 pages.) In 2006, the District purchased an HP laptop supported by Microsoft office. Additional software was loaded into the laptop to support field mapping and GPS information gathering. A laptop support stand and a GPS receiver mount was added to the truck to make a workstation. Using the new 2006 aerial photos this showed the latest land use and landowner information reducing the need for research. With this and the geological information available, I am able to work the following Applications: 1. North Carolina Ag Cost Share Program for water quality. Installing Best Management Practices (BMP's) 2. Review county development sites for Technical Review Committee (TRC) 3. Review streams and surrounding area use. 4. Assist in wetland reviews. 5. Drainage issues. 6. Mapping for programs. 7. Use for emergency events such as hurricanes. When Working with the NCACSP, all forms are loaded into the laptop. Site evaluations can now be done on site on the laptop with information being typed onto forms. Maps with BMP size, location, Soil types, stream locations and classifications can be done. Up to 50% of paperwork can be done in the field. Multiple sites can be done in a day. Savings: Information does not have to be Transferred from field notes to applications and other forms. Research information has been reduced by having data in the field. Photos can be downloaded into laptop with project information. On average approx. 4 hours are saved per project. 1. Gas savings = 1 trip has been reduced to and from site. \$3/gal., 25 mile round trip, average fuel consumption=18 miles/gallon = 1.4 gallons Used. Savings of \$4.20 per project. 2. Project man-hours= 4 hours x \$24.00=\$96.00 savings. This is an estimate for 1 person not including using other staff members that may not have to be Involved. 3. General savings = reduction in paper use, reduction in research, reduction on office computer. Gathered information can be transferred from laptop to office computer. 4. 4 hours is a Half-day of work, a lot to lose in an 8 hour day. If 25 projects are reviewed for this program in one year with an average of \$100.00 per project that could be a minimum savings of \$2,500.00 just for This program alone. With this mobile capability, productivity has been streamlined not only for dollar savings for the County, but an increase for staff productivity.	

4. Please describe why this project was initiated or what problem it addressed: This project was initiated to reduce man hours in the field, man hours in the office and the reduction of duplicated work that seems to take place. When the office receives a call to investigate a water quality issue due to agricultural use the following happens: 1. Call routed to Proper technician for review and site investigation. 2. Site visit to see if a water quality issue is a concern. 3. Site investigation sheet filled out, usually by hand, during site investigation to see if Qualified for program assistance or technical assistance. 4. Site is investigated on foot, ATV, or truck depending on the size of the farm. Farm size determines the amount of time that will be spent On site. 5. Best Management Practice (BMP) can only be assumed at this point until reviewed back at the office with manuals and technical guides. 6. Farming history along with cropping history Will be gathered at this time. Information recorded on field notes. Other information reviewed such as soil analysis and chemical use can be noted.

5. Please quantify the improvement's results in terms of cost savings, cost avoidance and/or a higher level of services provided.
(Please indicate what resources were used to achieve your results, and what was done with the time savings, if any accrued).

With mobile capabilities when environmental concerns are handed down off to the field I go. I can now review the exact location on the aerial photo, see geological concerns, log in farming history And cropping history and do the site evaluation. If the farm qualifies for program assistance, I can do it right then on the laptop filling out the paperwork and basic design for the BMP, take pictures From the digital camera and download them for historical record. I can create a folder under the farm name and save and transfer it to the office computer for electronic storage. Savings: as Discussed in item #4, shows a saving in man hours, travel, fuel cost, paper use, duplication, memory recall, reduction in research, improved mapping and improved engineering designs. All Information can be electronically transferred to area engineers if needed.

6. Please provide any other descriptive information you would like to be considered by the review committee.
 I hope to increase the use of this technology this year by installing a printer in the truck, installing an air-card to be wireless. These new items will give me the capability to communicate directly With the office and be able to go to the County website via the air-card. I will be able not only to import but export data and electronic communications when out in the field. This in turn means Being more efficient that in turn means saving money.

County Manager's Name:	Frank Clifton	Supervisor's Name:	Willie Justice
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Return by June 15, 2007, via e-mail to Rebecca.Troutman@ncacc.org.