
MINUTES

TALENT DEVELOPMENT WORKGROUP
JANUARY 27, 2016 1:30 TO 3:00 PM
CHILD SUPPORT SERVICES – 100 WEST COURT STREET – DOWNSTAIRS CONFERENCE ROOM

Present:

Natalie Dillon, Child Support Services; Aundrea Garvin, Child Support Services; Amy Dyer, Health and Human Services Agency; Katrina Hoitt, Planning, Public Works, and Environmental Services; Kevin Martyn, Agriculture & Standards; Tracie Olson, Public Defender's Office; Stacey Peterson, Human Resources; Gina Rowland, Health and Human Services; Lana Shramenko, Health and Human Services; R.C. Smith, District Attorney's Office; Sandra Paschal, Human Resources; Suzanne Ramalia, Sheriff's Department; John Young, Agricultural Commissioner/Sealer of Weights & Measures; Makayle Neuvert, Health and Human Services; Jenna Jae Templeton, Clerk-Recorder-Assessor; Kayla Nick-Kearney, Intern

Not present:

Logo/branding update

- Makayle walked us through her PowerPoint of logo concepts we may want to brand and explained why choosing a logo is so important. This framework allowed the group to start discussing color schemes and imagery styles. The logo must be an introduction to who the Talent Development Team is and what it does. The logo must also illustrate the group's benefits and make a statement, including a feeling, about what the group provides. The group is looking for a consistent feel and message. After considering the logo's purpose, the group began a list of words it wanted reflected in the logo. They were some questions about the old logo ideas and if the county seal could be used in tandem with the logo the team would create. The team also discussed how the logo would be used, i.e. swag, letterhead, shirts, on the website for the defined audience of county employees. The logo may be used in public discussions during recruiting.
- The list of ideas generated in the meeting: Courage, opportunities, growth, employee development, supported, learn, grow, achieve, excel, talent development team, maybe an acronym: Yolo Employees Succeed: YES; ambition, assistance, achievement
- *Action item: **The group** will send more ideas to Makayle by Tuesday, Feb. 2.*
- *Action item: **Makayle** will use the list generated by the group to apply for a logo from 99 Designs. She will use the \$300 set aside by HR.*

Website concept

- Kevin loaded the sample Talent Development website (page 683). He discussed that no JavaScript can be used but mentioned his our workarounds. Beth has not yet opened up the functionality. Kevin asked for ideas and opinions from the group. John mentioned a desire for mobile capability or an app to access the site from home. While neither are currently possible, the team agreed that if there is high enough demand created by our efforts, an app or mobile site could become a reality. Suggestions were made to improve spacing and layout of the site. A book club or library check out feature was also discussed.
- *Action item: John will become part of the IT strategic plan team to try and push for mobile tech.*

Charter update

- Natalie asked the group to review and discuss adjustments to charter, make it say ongoing to make sure long term sustainability
- *Action Item: Natalie will edit and distribute the finalized charter.*

Exit interview survey

- Sandra told the group the Exit Interview was discussed at the Department Head/Assistant Department Head meeting where it received considerable feedback. The draft will be taken to the Department Head Working Group for further discussion. The question pertaining to harassment will be changed and multiple versions of the survey will need to be created for different causes of separation.

Great place to work-Employee Engagement update

- Natalie told the team Great Place to Work is a larger employee engagement survey and HR could use the tools if they deem appropriate.
- Natalie recommended we take this off our plate but offer feedback later if necessary

INFOR update

- Sandra will schedule a series of focus groups for competencies on performance evaluations. 14 focus groups were created by change agents and change advisors to get more employee feedback. They will move forward with the INFOR implementation but improvements to performance evaluation tools will take longer. HR must notify employees they will now be evaluated on different competencies, based on those used in LA County's Office of Education. HR will notify employees ahead of the implementation of a new performance evaluation form. The Employee Council wanted the performance evaluation more applicable in language to all positions. INFOR will have 5 competencies that are applicable to all county employees. HR is getting information so we can focus on our employee evaluation project then INFOR will begin job specific competencies.
- *Action item: Sandra will continue to update us.*

Subject matter employee experts

- Natalie explained Stacey had received requests for a subject matter expert database of existing employees. Employees could reach out to the expert in any program to ask questions. The group was concerned this could get in the way of the expert finishing their own work and discussed alternatives such as informative videos on the website or question and answer sessions at the Lunch and Learns.
- *Action item: **Kayla** will put this in the parking lot for a future discussion.*

Parking lot

- John mentioned the group should have a parking lot for important subjects that are not on the current agenda. The group could either place them on the next agenda or circle back to them later. The team agreed.
- *Action item: **Kayla** will create a parking lot and review old minutes for items to be placed in it.*

Next meeting

- Wednesday, February 24, 1:30-3 p.m., Child Support Services, 100 West Court Street, Wdld

Future agenda topics

- Logo update (Makayle)
- Webpage build-out (Kevin)
- InFOR update (Sandra)
- Parking lot update (Kayla)