
MINUTES

TALENT DEVELOPMENT WORKGROUP
MARCH 25, 2015 1:30 PM TO 3:00 PM
CHILD SUPPORT SERVICES ~ 100 W. COURT STREET

Present:

Natalie Dillon, Child Support Services; Brody Lorda, Human Resources; Kevin Martyn, Agriculture & Standards Inspector; Svitlana Shramenko, Mental Health Services; R.C. Smith, District Attorney; Amy Thurman, Public Health; Tanya Provencher, Employment & Social Services

Not present:

Tracie Olson, Public Defender; Diane Parro, Board of Supervisors; Aundrea Garvin, Child Support Services; John Young, Agricultural Commissioner/Sealer of Weights & Measures; Val Manning, Human Resources; Jenna Jae Templeton, Clerk-Recorder-Assessor

New Employee Orientation

Myriah presented an overview of the new employee orientation (NEO). It was proposed to be a full day orientation for new employees, to be provided at the beginning of each pay period. Detailed information about the proposed NEO can be found here: [I:\Talent Development Team\New Employee Orientation](#). The group inquired as to how we might be able to add Talent Development related topics to NEO.

Please note: While it was initially scheduled to kick off in June, the rollout for NEO is currently on hold.

Performance evaluations

The group discussed feedback we had received from Employee Counsel, Department Heads, and others who had reviewed the documents. A summary of feedback received is as follows:

- Less of organizational competencies and more occupational competencies
- The behavioral descriptors either aren't what they would want, or were worded at too high of a level, or perhaps competencies were geared towards higher level positions.
- Readers found that they could easily place an employee in more than one category based on the behavioral descriptors.
- The Coaching Plan section needed instructions; people weren't sure what that section was for
- We should add a "Not Applicable" box to be used when the competency doesn't apply to a particular job.
- Liked that we are trying to move towards defining expectations for performance; makes it less subjective to the rater.

- Can timeliness and attendance be added to the performance evaluation as a measure?
- Question on “I” = improvement needed, but later says “while performance might be tolerable, improvement is needed”. These conflict and we should address.

Additional comprehensive feedback was received by others after our meeting, and has been saved in the I Drive, accessible here: <I:\Talent Development Team\Evaluations\Evaluation Feedback Received>

RC stated he would take a shot at making a list of ideas for changing guideline/Definitions

Additional Meetings

Next Meeting: May 27th at the **County Administration Building**

Future agenda topics

- **Performance evaluation form & Manager instruction document for evaluations**
- **Mentoring programs (DA & Health Services model)**
- **Website**
- **Future Discussion**