



Human Resources Department Action Plan Update for FY 2016 Performance Assessment and Financial Audit

Office of Organizational Performance & Accountability

Governmental Affairs Committee

March 7, 2018

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BACKGROUND

1. July 2016 - a Performance Assessment and Financial Expenditure Audit for the Human Resources Department by Matrix Consulting Group was presented to the City Council.
2. September 2016 - the Human Resources Department staff presented to the City Council and Action Plan for 52 recommendations. Council approved the Action Plan and directed staff to return in six months with a status update.
3. March 2017 - the Governmental Affairs Committee reviewed and approved for Council the Human Resources Department's Action Plan update, and directed staff to return in twelve months with a current update to the Action Plan.



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DISCUSSION

1. To date, 30 of the 52 recommendations from Matrix Consulting Group have been completed.
2. Implementation of a **Performance Management System** in March/April 2018 and the **Learning Management System** in December 2018 will complete the action plans for recommendations related to performance evaluations and training - recommendations 3.2, 4.1 and 16.1.
3. Implementation of the **Talent Management System** in December 2018 will complete recommendation 8 as it relates to succession planning.



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DISCUSSION

1. In response to recommendations 30.1, 30.2, 30.3, 31 and 32, the **FMLA policy** is being revised in phases through 2018 and 2019, to coincide with current IFAS upgrades and enhancements.
2. To complete recommendation 34, an **employee survey** will be conducted in the summer of 2018.
3. As noted in the updated HR Action Plan, several recommendations cannot be completed until resources are identified; employees recruited for budgeted vacant HR positions.



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RECOMMENDATIONS

That the Governmental Affairs Committee review, provide input on and recommend to the City Council the Human Resources Department Action Plan update for the FY2016 Performance Assessment and Financial Expenditure Audit.



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