

Quarterly Workforce Planning Coordinators Meeting – July 28, 2014

Slide 1 – Facilitators

Erica Salinas and Danielle Metzinger,

CalHR Statewide Workforce Planning and Recruitment Unit

Slide 2 – Announcements

Workforce Planning Coordinators Survey

Statewide Recruitment webpage

Slide 3 – Workforce Planning Coordinators Survey

We will release the survey this week

Link to the survey will be sent to our Workforce Planning Listserv

Slide 4 – Statewide Recruitment Webpage

Check out our new Statewide Recruitment [webpage](#)

Slide 5 – Open Discussions

Slide 6 – Open Discussion

How does a department **centralize their workforce planning efforts** if their current workforce planning activities are decentralized and have no oversight?

Slide 7 – Open Discussion

Tips for **implementing** a Workforce Plan?

Slide 8 – Open Discussion

How **frequently** should an organization renew a Workforce Plan?

Slide 9 – Open Discussion

Which departments have workforce **plans in place** now?

Are those plans being **implemented**?

What phase of workforce planning is your department currently in?

28% of respondents say the workforce plan is not established, 27% say the workforce plan is implemented, 24% say the workforce plan is in beginning development, 15% say the workforce plan is moderately developed, and 6% say the workforce plan is completed

Slide 10 –Open Discussion

How do you **measure success** of the workforce plan?

Example of an action plan for a Mentorship Program initiative

Using the action plan section of our Workforce Plan Template, create a description of each initiative. For example:

Mentorship Program. Who is responsible? Mentorship Program Coordinator, Managers, Employees. When will it be completed? 10/1/2014. Performance Indicators: How will we know we achieved our goal, and what will success look like? 30% manager participation by 5/1/2015; 50% rank/file participation by 5/1/2015; 80% of participants will report positive experience by first survey collection on 10/1/2015

Slide 11 – Open Discussion

What training topics would be most beneficial to your department?

Any needs that our unit can assist your department with?

Slide 12 – Thank You for Attending

CalHR Statewide Workforce Planning and Recruitment Unit

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