



# Human Resources Updates

JANUARY 2018

# Hiring Efforts January - December 2017

<u>Hires</u>	<u>As of November 30<sup>th</sup></u>	<u>As of December 31<sup>st</sup></u>
internal hires:	162.5	166.5
external hires:	158.5	172.5
(additional due to blanket hires)	13	15
<b>total hires:</b>	<b>334</b>	<b>354</b>
<b>net hires:</b>	<b>98.5</b>	<b>100.5</b>
<b>separations:</b>	<b>62</b>	<b>74</b>

# Vacancy Report

- ▶ Vacancies: 199 (16.2%)
  - ▶ Decrease from last month's 17.2% (22.7% as of July 2017)
  - ▶ Experienced relatively higher separation rate as expected (12)
  - ▶ 48 positions are in the final stages of hiring
  - ▶ We anticipate several additional positions to be filled at conclusion of January 2018.
    - ▶ Making adjustments to tracking data to track internal/external hires before hires becomes effective to give better visuals and anticipation for backfilling vacancies created resulting from internal hires.

# Ongoing/Upcoming Efforts

- ▶ Statewide Initiatives
  - ▶ Workforce Plan (expected to complete 2/2018) –no change
  - ▶ Succession Plan (commenced 11/2017) –no change
  - ▶ ECOS – online examination system (ongoing) –no change
  - ▶ Classification consolidation (ongoing)
    - ▶ Information Technology classifications consolidating from 36 classifications to 9
    - ▶ Public Utility Regulatory Analyst Series

# Ongoing/Upcoming Efforts (cont.)

- ▶ Position Reconciliation
  - ▶ Compare position allocation to tenure type of employees in effort to eliminate use of blanket and have more transparent accounting of position/incumbent resources
- ▶ Process Reengineering!!
  - ▶ Seek clarification and authority to maximize flexibility
  - ▶ Eliminate duplicative process and redistribute roles
- ▶ Hiring Manual
  - ▶ Continue to track, revise, and document procedures to streamline and build accountability measures
- ▶ Policies (revising/creating/administering)
  - ▶ Working with News and Outreach to develop internal marketing materials communication strategy
- ▶ Learning Program
  - ▶ Rolling out governance structure for training plan and allocation of resources