



## DSHS, Special Commitment Center

*Addressing Employee Concerns*

### **Action Plan Progress Report**

April 1, 2013

#### **FOCUS ISSUE:**

***Employee Morale and  
Communication***

#### **So far, we've:**

- Continued to hire to the point of attrition.
- Managers began to hold supervisory meetings to address performance and attendance issues.
- Filled new administrative positions and shifted administrative duties.
- Transitioned some of the centralized hiring functions to the island.

#### **Future Plans:**

- Begin mandatory trainings once vacant positions are filled and NEO training is not constant.
- Re-introduce staff Wellness at SCC.
- Brainstorm staff recognition avenues and put in place a productive plan and process.
- Hold a Forensics Department LEAN Project which will assess, refine and improve efficiencies.
- SCC staff will participate on a Time and Attendance LEAN Project to improve the quality and provide accuracy through the timekeeping process.
- Have SCC staff, from all levels, attend LEAN trainings.
- Continue to expect higher standards for employees and hold them accountable.

#### **CONTACT INFORMATION**

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