

Human Resource Administrative Review Status Report for October – December 2014, Issued January 2015

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Executive Summary

The HR Administrative review incorporates three major components: A collaborative HR governance structure, a move to strategic HR, and a change to the HR service delivery model for optimum service delivery. The expectations set within the Phase 1 Project Plan have been met. The few items left incomplete will be incorporated into the Phase II plan and re-evaluated for relevance and effectiveness to ensure that all activities support the overall goals of the Administrative Review.

Savings Target for FY '15 – \$120,000

Accomplishments for 2nd quarter FY'15:

- HR Administrative Review plan feedback was taken from the Mission Excellence website, compiled, and reported on at the November HR/LR committee meeting.
- HR Administrative Review Phase II approved by the Board of Trustees at the November 2014 BOT meeting in Portland
- Payroll project kicked off – project team and executive sponsor identified and engaged
- A two day HR meeting has been scheduled for early January to work on implementation strategies. The meeting incorporates change mapping, prioritization of work, and the establishment of goals.

Expectations for 3rd Quarter FY'15:

- Establish the Labor Center of Excellence
- Establish the Compensation Center of Excellence
- Complete the labor database project
- Finalize Human Resource Technology Road Map
- Continue to review and update the Administrative Review – Refining goals, timeline, priorities, and savings
- Deploy Labor Relations database
- Communication and education on Strategic Human Resources