Engaged & Empowered: Capacity Building for Innovation Through Employee Committees

April 25, 2019
Agenda

1. Panelist introduction
2. Feature presentation
3. Q&A
4. Final Wrap-up
About the Alliance

- Convene and Engage Networks of Thought Leaders
- Provide Training to help Organizations Build and Sustain a Culture of Innovation
- Identify, Distribute Leading & Emerging Practices/Trends Important to Local Gov
- @cityofarvada
- @transformgov
How To: GoToWebinar

1. Clicking the rectangle will place you in full screen mode.

2. Clicking the arrow on your Go To Webinar Toolbox opens and closes your viewer.

3. All attendees are muted, but we do want your participation!

4. Please ask your questions using your Go To Webinar Toolbox throughout the webinar

Alliance for Innovation Learning Edge

[Image of GoToWebinar interface]
City of Arvada

Innovation From the Inside Out: Empowering Employees Through Employee Committees
Employee Committee:

Shall act as an advisory group to the City Manager; with the goal of improving and enhancing communication between the City Manager and all employees.
List 2 challenges you have faced with engaging employees
City of Arvada

- 118,000 residents
- 700 regular full-time employees
- Governed by 7 member council, City Manager and one Deputy City Manager
Our Journey
Workforce Assessment and Planning
Build Internal Capacity

Recruiting and Retaining Staff
Supports Engagement

Managing the Workforce
Facilitates Collaboration

Demonstrates the Culture
Models Behaviors that Support the Values

High Performing Employees
Engagement + Culture
$605 Billion lost in productivity

33% are engaged

51% actively looking
Employee Committee:
The City of Arvada Employee Committee shall act as an advisory group to the City Manager; with the goal of improving and enhancing communications between the City Management and all employees; encourage employee suggestions and ideas while initiating appropriate action on items the Committee and City Manager agree to be significant; promote education of City issues and coordinate citywide employee functions; and identify problems that affect the employee population and assist in finding positive and equitable solutions.
Membership

Increased membership from 20 to 25 employees since 2010

Each group, department, division is represented from Wastewater crew, Victim Advocates, Park Maintenance, Street crew members, PD and City Manager’s office.

No Manager level allowed - all front lined employees
The Executive Team Shall:

- Be comprised of a Chair, Vice-Chair, Treasurer and Recording Secretary.
- Facilitate committee meetings.
- Initiate discussions with and/or escalate ideas and issues to City Management where appropriate.
- Meet monthly in order to set committee agendas.
- Meet at the discretion of the Chair as needed.
Attendance

2013 - 60% attendance

2015 - 75% attendance

2017 - 80% attendance

Contributed increase in attendance due to employee incentive (8 hours admin leave and Executive Team attends TLG conference), active subcommittees, open communication and alternative reps attending
Communication

Meet once a month with City Manager

Systematic Organizational Improvement always topic - how to make organization BETTER (Continuous Improvement)

Upcoming City Topics

How Employees can bring up issues and topics

Successes

Employee engagement has increased

The City has developed a very strong relationship with the community

Interdepartmental communication has increased due to Citywide employee representation on the committee
Audience Questions

List any challenges or successes around **employee events**

List any challenges or successes around **community outreach**

List any challenges or successes around **employee awards**
Subcommittees

Events Committee

Each shall be chaired and have active members

Events Committee

responsible for all aspects of the current year’s employee events (including food, promotion, communication, etc.). Identifying and securing both dates and location(s) for upcoming year’s employee events.

Poll Question & Answers

Challenges and Issues
Subcommittees

Each shall be chaired and have active members

Community Outreach
responsible for organizing community outreach programs, opportunities, and events for City Employees. Evaluates requests for assistance from community groups. Evaluates and, facilitates if appropriate, charitable opportunities that City staff may want to participate in.

Poll Question & Answers

Challenges and Issues
Subcommittees

Each shall be chaired and have active members

Awards

responsible for providing mechanisms for both individual and team employee nominations that are available to all City staff. Establishes guidelines for nominations. Organizes recognition for employee of the quarter, employees of the year and Team of the year award.

Poll Question & Answers

Challenges and Issues
Connect

Mark Deven - City Manager
mdeven@arvada.org

Patty Carrico - Past Employee Comm. Chair
pcarrico@arvada.org

Melissa Marmitt - Past Employee Comm. Treasurer
mmarmitt@arvada.org

Matt Knight - Past Employee Comm. Vice Chair
mknight@arvada.org

Ian MacDonald - Current Employee Comm. Chair
Q&A

Mark Deven
City Manager

Melissa Marmitt
Past Employee
Comm. Treasurer

Patty Carrico
Past Employee
Comm. Chair

Matt Knight
Past Employee
Comm. Vice Chair

Ian MacDonald
Current
Employee
Comm. Chair
Access the Emerging Practices in Local Government

Questions? Need Handout Copies? Contact Ryan Spillers at rspillers@transformgov.org
Save the Date!
Upcoming learning events:
http://transformgov.org/virtual-events

- 5/08: Get Smart: Inside San Antonio’s Journey to Becoming a Smarter City - Standard Reg & Bundle Subscriber
- 5/30: The Vegelantes of Sequim: How the City Took on a Big Problem with Innovative Problem Solving - Standard Reg & Bundle Subscriber
- 6/13: Don’t Launch a Stinker: Learn how to build an Innovation Program that Engages Everyone - Standard Reg & Bundle Subscriber
Engaged & Empowered: Capacity Building for Innovation Through Employee Committees

Thank you for joining us today!