DEC Performance Evaluation
Pilot Kickoff

November 15, 2019

TANDEM MOTION

Agenda

1 **Introductions**
Learn about the project team and meeting objectives

2 **Pilot Purpose**
Discuss the purpose of the pilot

3 **Pilot Overview**
Review pilot scope, approach, and timeline

4 **Next Steps**
Discuss next steps to advance the pilot

5 **Q&A**
Address questions about the DEC performance evaluation pilot

Introductions

Learn about the project team

Pilot Purpose

Discuss the purpose of the DEC performance evaluation pilot

DEC Employees Matter

Predictable, timely, science -based, legally defensible permits require experienced and knowledgeable staff

- Improve retention rate: DEC currently has a 21% annual turnover rate…Why?
  - Exit Interviews
- Evaluations–bringing private sector experience to DEC
  - 25% of employees weren't current (quickly became current by end of January!)
  - Evaluations are required to be done at different times of the year based on hire date
  - Create individual development plans
  - Evaluate employees based on metrics, not seat time
- Develop departmental, division, program, and individual goals on an annual basis (same time)
- Develop DEC's values

DEC's Values

DEC has five values including customer service, accountable, integrity, collaboration, and objective

- We strive to provide excellent Customer Service both inside and outside of the organization by being professional, responsive, reliable, and respectful.

- We are Accountable for our actions and stand proudly behind our work, as individuals and as an organization.

- We perform to the highest moral and ethical standards, and produce transparent and consistent regulatory actions to show our Integrity.

- We support and encourage Collaboration across programs and partners to meet challenges and further our collective mission.

- We make Objective decisions, based on science and facts.

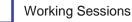# Project Overview

Review scope, approach, and timeline

DEC Performance Eval Pilot: Project Timeline

Preparation for the 2020 DEC performance management pilot will kick-off mid-November and conclude December 20, 2019

Project Overview

Weeks	1	2	3	4	5	6
	11/11	11/18	11/25	12/2	12/9	12/16
Understand the Work	Interviews					
Performance Metrics		Develop Metrics		◆ Performance Expectation Conversations		◆
SMART Goals				Set individual performance metrics and goals ◆		

□ Working Sessions ◆ Deliverable Review / Milestone

Next Steps

Discuss next steps to advance the pilot

Next Steps

Discuss next steps to advance the DEC performance evaluation pilot

Action	Owner	Due Date
Provide division objectives	Directors	EOD 11/15
Respond to survey invitation by selecting the team's availability to participate in a SMART goals working session	Supervisors	EOD 11/19
Individually review and edit performance metrics	Functional Area Leads	EOD 11/22
Schedule 1:1 performance expectation conversations with your employees starting December 2, 2019 through December 20, 2019	Supervisors	EOD 11/22

Q&A

Address questions about the DEC performance evaluation pilot