

City of Gainesville Diversity Work Plan

This work plan should be completed by Directors and Managers with oversight of ten or more employees who do not report directly to a Charter Officer.

Name: David Sparks
Title: Electric T&D Manager

Department: Energy Delivery
Date Completed: 10-29-15

I. Introductory statement describing your department/division.

A. Based on the demographics of your department, list any diversity issues specific or unique to the areas in your span of control. **The majority of the workers in my area are skilled craft workers. The lineworker classification is a very physically challenged job with a significant risk factor. The lineworker position has proven over the years to be a very difficult job to fill from the outside and retain good qualified workers. Therefore we generally fill at the apprentice level and train to journey level. Hiring at the Apprentice level gives us an advantage to getting young people that have the raw skills necessary to be successful in our training program. By hiring local young people we can train we usually retain because they are growing as they go and putting roots down in the community.**

B. List any barriers or other concerns you have for your entire span of control. **We have been through our entry level jobs and have eliminated all artificial barriers that would limit our initial pools of applicants.**

II. What were your efforts to address diversity issues in the area(s) under your span of control in the last (evaluation) year?

A. List recruitment efforts/strategies employed for issues identified above. **We used HR to get our job advertisements out into the community and other areas they have contact with. We have hired several employees this last year including the first female supervisor in Electric T&D. We had a very diverse pool in that job hire. We did hire 7 apprentice lineworkers and the upfront pool did have some diversity including one female which was very unique in the industry. After the first testing she did not respond to go further. I believe the amount of time it took us to get through the testing with HR hurt us and we lost some good candidates. We had one more vacancy for a line technician and that pool only had limited diversity. We did advertise in several diverse publications for each job as well as talking to community leaders such as Albert White to get the word out to the local community. We also were a participant in the local job fair this last year at the MLK center.**

B. List Retention and Personnel Development Strategies you employed. **We give each employee an orientation into the area to make them feel at home. We try to express the teamwork and family feel to help the new employee feel comfortable. We express a willingness to listen to feedback they can give from past experiences to help us make our area better. We also use the Progression Through Training Program (PTTP) to help us train and progress employees. This helps us retain employees and keep them long term instead of losing them to other utilities.**

III. Were those efforts successful?

A. Why/Why Not? **We did have some success in hiring our first female supervisor into Electric T&D. The other pools had some diversity in them but fell out through testing and or did not return to test.**

B. How did you measure your efforts? **I feel through the hiring process we got the word out to several publications. We still struggle industry wide to get a high level of diversity into our field of operation. We have a high volume of skilled craft workers in a very physically demanding and dangerous occupation. It has been harder to recruit into our field because of other companies paying better and having better benefits. We have lost recruits to other municipals and IOU's because of this. I believe we hired a great group this year and I believe they will make a solid contribution to our organization.**

IV. What were your efforts to make employees aware of the benefits of diversity?

A. List your efforts here. **All employees were mandated to attend diversity awareness classes through the city and utilize the publications available through the city to add to the awareness as well as periodic review in staff meetings. All employees are encouraged to attend and participate in all diversity workshops and events.**

V. What were your Women/Minority-Owned Small Business efforts last year?

A. List your efforts here? **We have utilized our purchasing area to help find businesses that qualify. The use of Sapp's Saw Shop which is a woman owned business has been one place we use a lot. We continue to seek out these businesses and utilize them whenever possible. Most of our big purchases come through our approved standards, but we do try to seek out with our purchasing areas help, those we can do business with.**

B. What can you do differently next year to improve? **Continue to seek out businesses that offer items relevant to our trade by using our GRU purchasing department as guidance in these areas. Calculate the dollars spent at such qualifying businesses. Continue to use the minority businesses that we utilize now.**

VI. Your Component of the Overall Departmental Strategic Plan

Your Department Head will work with his or her direct reports to develop a Departmental Strategic Plan to address diversity issues this evaluation year. In this section you will outline your assignment for the department's overall Strategic Plan. You will use this component as the basis for the Diversity objective on your Performance Evaluation Plan.

The Department's objective is to develop a highly qualified, talented, diverse and inclusive workforce. We will accomplish this objective by a) ensuring that the Progression Through Training Program participants are progressing satisfactorily and in a timely manner, and b) that our hiring processes that have an AA Goal are focused to yield a qualified and diverse pool of candidates. Our targets are that a) 100% of the PTPP participants will progress within 30 days of their program schedule and b) that 75% of our focused hiring processes yield the desired results. We will hold monthly meetings to review participant progress and to address issues in a timely manner.

List one or more components of the overall Departmental Plan outlined by your Department Head in the appropriate sections below. You might not have an element in each of the areas.

A. Recruitment Strategies. We hired into our lineworker program this year. We tried to seek out publications that reach all areas. We used Community leaders to help us find qualified applicants for our applicant pools. We also participated again this year in GRU's Spring Break Camp which introduced minority students to line work in a "hands on" manner. We will continue these endeavors as well as working with our new recruitment specialist for further hires.

B. Retention Strategies

(1) Professional Development for all Employees. Give all candidates the proper training to succeed in their jobs. We utilize PTPP programs that give all employees the chance to learn and advance in their careers.

(2) Strategies to Foster an Environment of Diversity and Inclusion. Allow these employees to thrive in an area that they learn to be comfortable in their environment. Foster the approach that they can speak without the fear of being belittled. Make them feel they can contribute to any situation that comes up and their opinions are valued.

C. Women/Minority-Owned Small Business Strategies. Work with our purchasing group to help seek out more local companies that we can utilize. Continue to use Sapp's and seek out other businesses that work in the areas that we do business in.

D. How will you measure your department's success? See where the monies are spent and see how much can be applied to these businesses. Use them whenever possible.