

**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: William T. Stormant

**Department: Energy Delivery / Energy
Measurement & Regulation Division**

Title: Energy Measurement and Regulation Mgr

Date Completed: 11/15/15

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.

In Substations, Relaying, Apparatus Repair, Gas Measurement and Electric Measurement areas; historically, we have had difficulty recruiting and hiring minority and female workers in the technical and craft positions. The electric and gas utilities technical workforce tend to be comprised of mainly white males which makes it a challenge to obtain a highly qualified, diverse applicant pool.

Positions within span of control that have AA goals:

6075	Supervisor Engineer/ UT Designer	PENG	Minority
6067	Engineer UT Designer 4	PENG	Minority
6175	Relay Technician	TGEN	Female
6159	Electric Measurement Technician	TGEN	Female
6107	Electric Apparatus Technician	TGEN	Female
6441	Gas Measurement Technician	TGEN	Female
6154	Meter Programmer Tester	TGEN	Female
6161	Electric Measurement Supervisor	TSPV	Female
6443	Gas Measurement Supervisor	TSPV	Female
6182	Substation Operations Supervisor	TSPV	Female
6180	System Protection and Control Supv	TSPV	Female

B. List any barriers or other concerns you have for your entire span of control.

Five job descriptions were reviewed and reworked for clarity and to insure that there were no unnecessary barriers to hiring qualified personnel in order to get diversified applicant pools. The largest challenge we face is recruiting qualified female and minority applicants to apply for the skilled craft and supervisor positions since they are in high demand.

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 have had four open supervisor positions this year, three were advertised, one was filled during FY15, the Electric Measurement Supervisor position. Since I had qualified, diverse candidates in-house in three of the four supervisor positions, I rotated interested parties through the position on interim basis. This was to help the

applicant develop supervisory skills that would aid them in the interview process. Also, I worked with HR and our recruiter to advertise the positions on websites that target minority and female applicants.

B. List Retention and Personnel Development Strategies you employed.

Most of the skilled craft positions and supervisor positions have progression through training programs (PTTP) that develop and allow the employee to advance in skill and pay which encourages retention. Also, by encouraging employees to rotate through the open supervisor position, it showed the employees that I have faith in their potential.

III. Were those efforts successful?

A. Why/Why Not?

The results for two of the three positions advertised were successful in that we did get diverse applicant pools. The third position only received one qualified response which may indicate a lack of qualified candidates interested in the position for the compensation offered. Regarding retention, our female and minority employees have been assigned projects that have challenged them and have made them more technically proficient, more valuable to the Division and more upwardly mobile.

B. How did you measure your efforts? One measure is whether we were able to successfully recruit female and minority candidates. This effort was successful. Another measure is employee retention and development. We were successful in this area as well.

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

A. List your efforts here.

Diversity is valued in our area. Diversity issues are discussed in our staff meetings. Improper language and actions are not allowed within the workplace. I make every effort to make sure that all have equal opportunities for training and success. I encourage participation in job fairs to look for qualified applicants. All of our interview panels are diverse.

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

A. List your efforts here?

We currently use a minority-owned business for our grounds maintenance. We do utilize multiple small local businesses which are either women or minority owned.

B. What can you do differently next year to improve?

Ask Purchasing and Equal Opportunity Office to develop and publish a list of women/ minority-owned business that meet that our qualifications and provide goods and services that we need.

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 PTTP 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

Use targeted recruitment to get more qualified diverse applicant pools. Attend career fairs to educate the community of what careers are available. We don't always immediately need highly skilled and accomplished journey-level workers. In those cases, we take advantage of recruiting apprentice level candidates that possess the raw skill sets that will enable them to develop over the long term into successful, hopefully long-tenured, journey-level workers.

B. Retention Strategies

(1) Professional Development for all Employees

Help our employees to be successful by providing training and assigning challenging work that will allow our employees to grow and be competitive when applying for higher level jobs. This leads to higher job satisfaction and retention.

(2) Strategies to Foster an Environment of Diversity and Inclusion

All employees should be made to feel safe and comfortable in their jobs and realize that we do value diversity by creating an atmosphere that their unique qualities are noticed and recognized. Meetings are structured to encourage openness and participation by all. Inappropriate behavior is not tolerated. Employees are encouraged to work together. Encourage Job Fair participation. Insure that the Division committees consist of diverse personnel whenever possible.

C. Women/Minority-Owned Small Business Strategies

Employees will be encouraged to give these businesses an opportunity to participate in our purchasing processes.

D. How will you measure your department's success?

Success will be measured by efforts expended to obtain qualified applicant pools, by employee retention rates and percentage of discretionary purchases placed with Women/Minority-Owned Small Businesses.

