

WORKPLACE CLIMATE SURVEY INITIATIVE

Post-Survey Results Steering Committee Meeting

Friday, December 4, 2015

8:30 a.m.- 10:00 a.m.

Old Jail Conference Room
125 E. Court Street, Ithaca, NY

SUMMARY/MINUTES

Present: Christina Dravis, Paula Younger, Stephen Wright, Lisa Holmes, Doug Perine, Tom Knipe, Jannica Moskal, Joe Mareane

1. Christina opened the meeting at 8:30 a.m.
2. Changes to last meetings minutes; add to the minutes: Amy G. will be working on a form about how different religions celebrate the holidays.
3. Swift 911 information- discuss cost and purpose
 - a. Next steps? Pass onto department heads?
 - i. Who would be in charge? Paula suggested Lee Shurtleff be involved
 - ii. Present at cabinet meetings (Health & Human Services, Public Service)? Lisa could put as agenda item for H&HS meeting.
4. Pay stub messages-Amie H. & Christina D. came up with a list of messages. Paula contacted Rick Snyder who is ok with the messages.
 - a. Need to get messages to Lynda Halstead on the Friday before paystubs go out.
 - i. Paula will get current weeks message to Lynda.
 - b. More message suggestions needed.
5. Review of Survey Results-Communication, continued
 - a. Generational Communication Differences
 - b. Social Media Policy
 - i. ITS is working on a policy. Can Greg Potter come to committee meeting to talk about the policy?
 - c. What do employees want communicated?
 - d. Study Department by Department
 - i. Focus Groups that will operate with the underlying theme of communication.
 - e. Joe asked for advice from the committee on how to follow-through with the survey results.
 - f. Look at departments that handle communication well.
 - g. Coaching peers/Coaching sessions.
6. Next meeting-Conversation about leadership development & communication.
7. Adjourn-10:05 a.m.

Get involved. Be proactive. Stay engaged.

