

WORKPLACE CLIMATE SURVEY INITIATIVE

**Post-Survey Results Steering Committee Meeting**

**Friday, March 4, 2016**

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

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

**SUMMARY/MINUTES**

**Present:** Christina Dravis, Amie Hendrix, Stephen Wright, Tom Knipe, Joe Mareane, Paula Younger, Jannica Moskal

1. Christina opened the meeting at 8:30 a.m.
2. Pay stub message
  - i. Next paystub message: *March is Women's History Month*
3. "Cup of Joe with Joe" Update-Joe Mareane
  - a. First "Cup of Joe" went well. Eight people showed up. The employees appreciated hearing what other employees do for the County. Concerns were raised happen to be shared and not unique to any single department.
4. Focus Group Update-Paula Younger
  - a. Three out of the five focus groups have been completed. So far they're going smoothly.
  - b. Facilitators will have a formal debrief after March 25<sup>th</sup> in which common themes will be discussed.
5. Leadership development
  - a. Going forward with Amy's suggestion. Hitting 20-25 employees with leadership training with Jeff Bercuvitz. Begins the third week of March.
  - b. Questions to address: How do we get employees past the feeling of being stuck? How do we help them move up? How do we use staff meetings? What are the best practices?
  - c. Middle Managers meeting-is it possible to hold a quarterly middle managers meeting?
    - i. Goal: Subtly instill positive work culture, talk about best practices.
  - d. How do we recognize an employee who performs well?
    - i. Recognizing extraordinary performances ought to be recognized.
  - e. What ways can we develop staff?
  - f. Discussion revolving around leadership & employee recognition.
6. Next meeting: Talk about the use of social media as it relates to communication. Revisit #16.
7. Meetings will be scheduled every other Friday through the end of June.
8. Adjourn-10:00 a.m.

*Get involved. Be proactive. Stay engaged.*

