

BWWB Employee Engagement Action Plan

Department: Water Treatment

Manager: Floyd Stephens

Date: December 1, 2016

Action	Success Measures	Timeframe for Completion	Action Plan Review Dates
Implement a career development plan (line of progression) for the positions within the department.	Career Development Plan has been developed, approved and communicated by the management team and Human Resources.	April 2017	90-day review 180-day review 270-day review
Implement on-the-job training for operators to learn addition responsibilities once a month.	Monthly on-the-job training is implemented within the department.	April 2017	90-day review 180-day review 270-day review
Reexamine the workload in the summer and winter months to allow for weather conditions.	A summer and winter month maintenance schedule is developed, approved and communicated to the employees	January 2017	90-day review 180-day review 270-day review