

# BWWB Employee Engagement Action Plan

**Department: Water Resources**

**Manager: Roger Hicks**

**Date: December 1, 2016**

Action	Success Measures	Timeframe for Completion	Action Plan Review Dates
Implement a more consistent work schedule throughout the department.	Departmental work schedule is consistent with minimum changes.	December 2016	90-day review 180-day review 270-day review
Improve communication within the department as it relates to the following: <ul style="list-style-type: none"> <li>• Policy changes in the department</li> <li>• Interpretation of current policies and procedures</li> </ul> Train managers on policies and procedures annually.	Formal communications sent out 48 hours prior to the policy change.  Supervisors, Superintendent & Manager can act on current policies and procedures without contacting HR for clarification.	December 2016	90-day review 180-day review 270-day review
Establish teamwork throughout the department by implementing yearly teambuilding activities at each location.	Yearly team-building activities.	April 2017	90-day review 180-day review 270-day review