

QUARTERLY WORKGROUP PROGRESS REPORT: WORKFORCE

REPORT DATE: _____

AGENDA ITEM #15 D
03/20/2023

WORKGROUP:

Board Champion: Lena Wilfalk

Members: Virginia Rowell, Strategic Plan Implementation Advocate; Harriet Crozier, Charlie Robinson,
Board President

Staff Liaisons: Wendy Arroyo, HR Administrator

BOARD GOAL: Recruit & retain qualified staff & volunteers ~ Workforce Workgroup

BOARD ISSUE: How do we meet AAAPP's increased manpower needs: 1. employee retention, recruitment, training, & salary ranges; 2. possibly meeting some needs with volunteers

STRATEGY 1: Review of position classifications

How we will measure success:

- **Survey has been conducted with data available to justify positions and compensation packages.**

Target date for completion: 2023

Board Responsibilities:

1. Review HR analysis and recommendations regarding job classifications & job satisfaction
2. Actively support any reclassification recommendations with the Dept of Elder Affairs

Choose one

- Completed: Successfully/Unsuccessfully
- In Progress
- Stalled

NARRATIVE SUMMARY OF PROGRESS OR PROBLEMS:

WORKGROUP RECOMMENDATIONS:

STRATEGY 2: Increase the number of active volunteers.

How we will measure success:

- **Increase in the number of volunteers who are actively involved**

Target date for completion: 2024

Board Responsibilities:

1. Outreach to community contacts such as community groups, schools, businesses, etc. that may be able to refer volunteers
2. Be familiar with AAAPP volunteer opportunities

AAAPP Strategic Plan: September 2022 ~ September 2025

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