

Commissioners Goals & Objectives

1. Economic Development
2. Institutional Governance & Policy
3. Environment
4. Education
5. Quality of Life



Presentation Schedule

*dates are tentative and subject to change

Date	Goal
January 26	1) Economic Development
February 23	2) Institutional Governance & Policy
March 23	3) Environment
April 27	4) Education
May 25	5) Quality of Life
June 22	1) Economic Development
July 27	2) Institutional Governance & Policy
August	Break
September 28	3) Environment
October 26	4) Education
November 30	5) Quality of Life
December	Break



Commissioners Goals & Objectives

Goal 4: Education

Lead Presenter: Human Resources

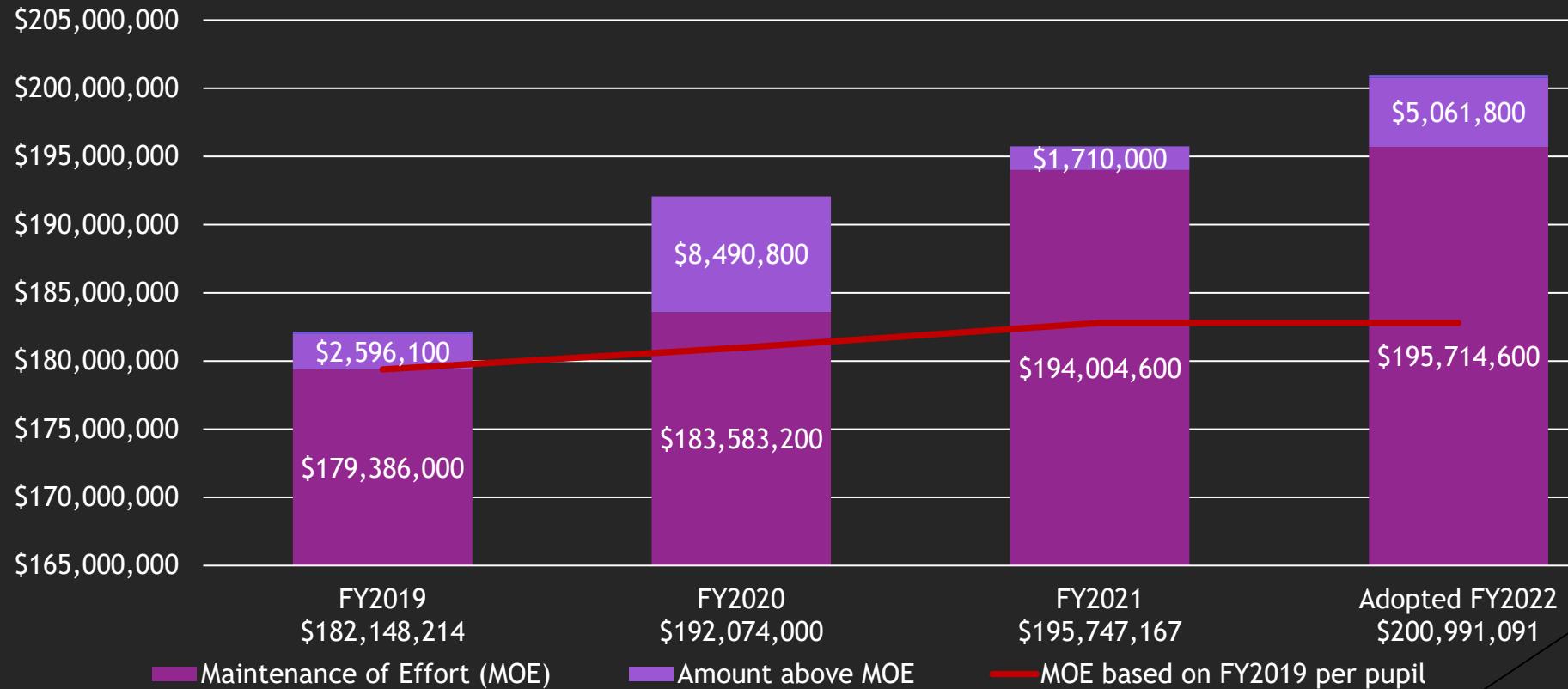
Supporting: County Administration

Board of Education

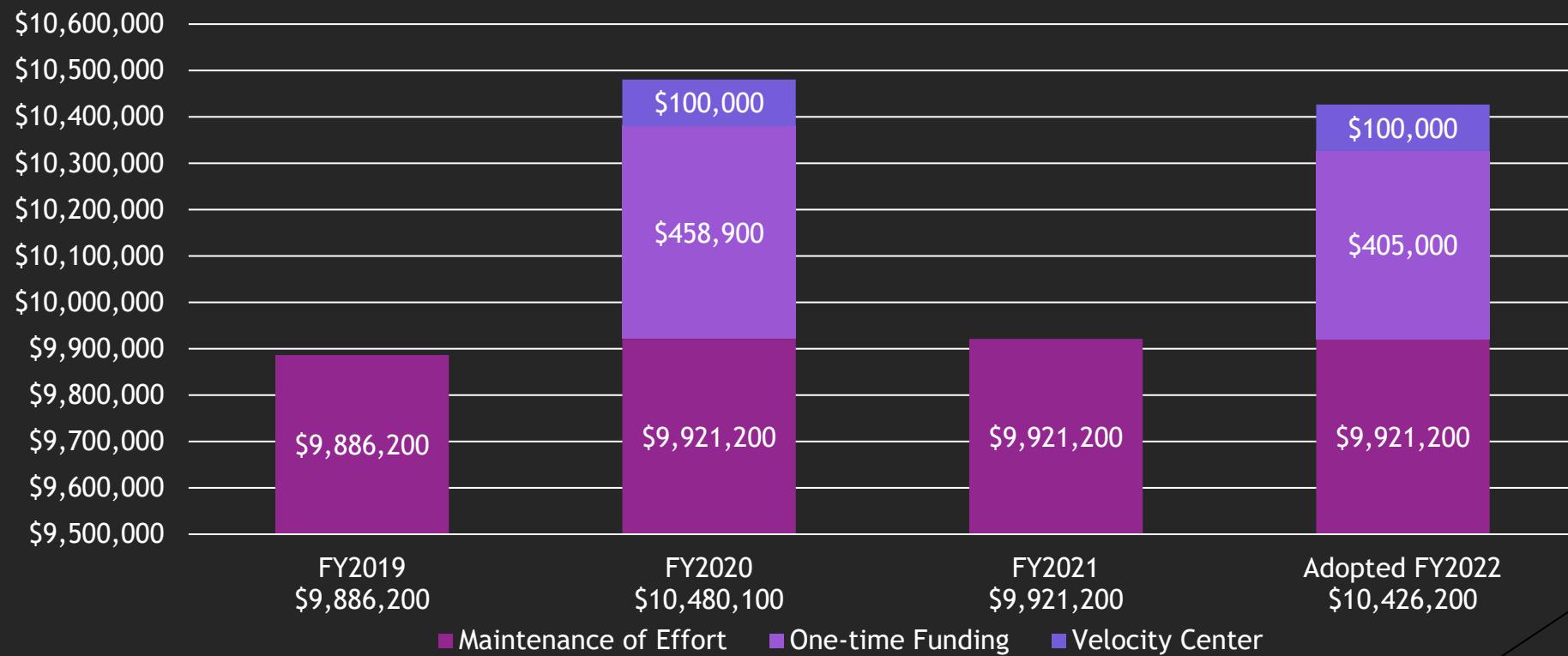
- ❖ Funding
- ❖ Formal Collaboration

Board of Education (BOE) Funding

**Totals include one-time additional funding provided through the Cable TV/I-Net Fund*

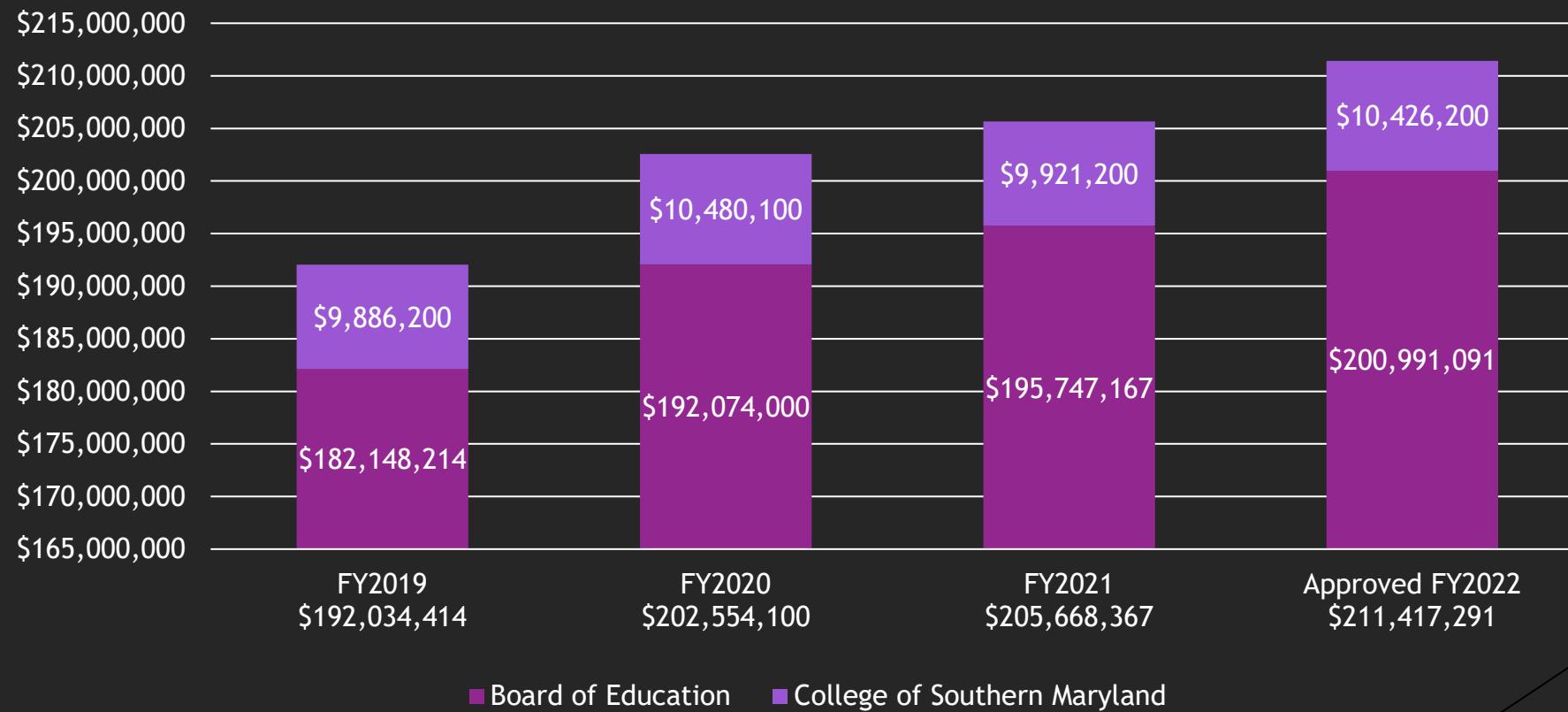


College of Southern Maryland (CSM) Funding



Combined BOE & CSM Funding

**Totals include one-time additional funding provided through the Cable TV/I-Net Fund*



Board of Education Formal Collaboration

- ▶ Several groups have held meet & greet sessions with the new Superintendent of Schools, Dr. Maria Navarro, including County Administration and Economic Development
- ▶ Ten County Government employees were invited to participate on Steering Committees on the five policy areas related to the Blueprint Implementation
- ▶ Funding above MOE to support salary increases for BOE staff
- ▶ One-time costs to run a fiber extension to Diggs Elementary School and Davis Middle School was identified by DFAS staff and funded with County Franchise Fees.
- ▶ Commissioners approved additional nonrecurring funds for professional development services for the well being of Charles County Public Schools employees and staff.

Board of Education Formal Collaboration

- ▶ DFAS and PGM are part of a School Funding Committee with BOE staff, as well as staff from the Towns to review funding alternatives for school construction
- ▶ Forward Funding the State's share of construction for more timely competition of CIP projects
- ▶ FY2022-FY2026 CIP includes new elementary school and new middle school
 - ▶ Funding for new middle school was accelerated by one year to start design in FY2024/FY2025
- ▶ Member of the Rural Broadband Taskforce since 2019

Workforce Development

- ❖ Human Resource Development

Workforce Development Human Resource Development

Objective 1:

Evaluate and modernize the training program to include registration and procedures

- ▶ HR worked with the IT division to develop ways to make it easier for County employees to submit their training forms.
 - ▶ Converted existing forms to utilize Adobe sign which allows documents to go through an electronic workflow.
 - ▶ Online access to registration for classes at CSM
- ▶ Will re-evaluate following implementation of Learn

Workforce Development

Human Resource Development

Objective 1 (cont'd):

Evaluate and modernize the training program to include registration and procedures

- ▶ Learn (a learning management system).
 - ▶ Learn is a self paced system and has a variety of courses from MS Office products to safety classes. Initial feedback from employees in several departments was positive. This system allows all employees, including those in 24/7 positions and those out in the field, opportunities to take training classes that fit their schedule.
 - ▶ Learn implementation is underway and expected to launch December 2021.

Workforce Development

Human Resource Development

Objective 2:

- ▶ **Identify and develop a leadership training tailored to skilled workers**
 - ▶ Parallel organization to be developed to identify needs and the best ways to introduce training
 - ▶ Address flexibility of training schedules
 - ▶ Use methods allowing for increased access for staff not familiar with technology

Workforce Development Human Resource Development

Objective 3:

- ▶ Establish and develop an employee succession planning program that will maximize the quality and efficiency of County Government operations
 - ▶ Diversity, Equity and Inclusion Strategic Plan presented March 2, 2021
 - ▶ Three phases in the GARE approach to equity - Normalize, Organize and Operationalize
 - ▶ Organize 2021-2022
 - ▶ Departmental Action Plans
 - ▶ Pipeline Development
 - ▶ ELT and SLT sponsorship program for aspiring leaders

Workforce Development Human Resource Development

Objective 4:

- ▶ **Promote, market and advocate employee benefits to improve employee well-being**
 - ▶ The Benefits team implemented office hours at other County locations where employees can review and update their benefits, ask health insurance and pension-related questions, and discuss other HR-related matters.
 - ▶ Benefits 101 class is in development and slated for implementation within the year 2022.
 - ▶ In-person individualized retirement planning meetings have resumed with our three deferred compensation vendors so employees can keep retirement planning on track
 - ▶ The Benefits team implemented FMLA training for Department of Community Services.
 - ▶ The Benefits team continues to notify employees of updates through the CCG employee connection newsletter.

Workforce Development

Human Resource Development

- ▶ The Leadership Academy
 - ▶ Strengthens communication, leadership, supervisory skills for staff in supervisory roles and those planning for promotions in the future
 - ▶ Mandatory for supervisors of all levels, but all employees may participate.
 - ▶ Six (6) core courses four (4) elective courses.
 - ▶ The Leadership Academy currently has 130 participants, and 25 additional graduates bringing the total to 190 employees who have completed the academy since its inception in 2016.
- ▶ Training
 - ▶ New courses for Fiscal Year 2022
 - ▶ Bystander Intervention
 - ▶ Effective Performance Appraisals
 - ▶ Managing Remote Teams
 - ▶ Productive Stress Management
 - ▶ Conflict Management - Before, During, and After
 - ▶ Creating Accountability through Delegation

Workforce Development

Human Resource Development

- ▶ Diversity, Equity & Inclusion Training
 - ▶ Government Alliance on Race & Equity (GARE)
 - ▶ 9 members of 2021 cohort began September
 - ▶ Emotional Intelligence
 - ▶ Stereotypes, Biases and Diversity
 - ▶ Understanding your Organization
 - ▶ The Future of your Organization Through DEI

Workforce Development Human Resource Development

- ▶ NACo High Performance Leadership Academy
 - ▶ Intensive online training program through the National Association of Counties (NACo)
 - ▶ Four courses completed over 12 weeks:
 - ▶ Leadership Mindset & Positive Engagement
 - ▶ Leading Effective Change
 - ▶ Communication & Collaboration
 - ▶ Leading High-Performance Teams
 - ▶ Two cohorts (14 employees) have completed the program since 2019
 - ▶ Third cohort of 10 employees started in September 2021
 - ▶ Participants share what they learn with their teams and departments

Workforce Development

Human Resource Development

- ▶ NACo High Performance Leadership Academy
 - ▶ Each cohort must develop a final project to apply what was learned
 - ▶ PDA Partner Program
 - ▶ Cohort developed a participation agreement between the current student and the graduate
 - ▶ Weekly meetings take place to “check in” and make sure the student is proceeding accordingly
 - ▶ Graduates were placed with students outside of their department to try and create additional connections and have employees learn more about other areas of government.
 - ▶ A mid-cohort check-in will be done with the graduates to see how it is going. We’ll also check in with the students and get their feedback.
 - ▶ Application Process
 - ▶ Developing a process that will determine eligibility
 - ▶ Creating an application for interested participants
 - ▶ Establishing an interview panel and interview questions



Charles County Government
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About Charles County Government

The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace. Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

It is the policy of Charles County to provide equal employment opportunity to all persons regardless of race, color, sex, age, national origin, religious or political affiliation or opinion, disability, marital status, sexual orientation, genetic information, gender identity or expression, or any other status protected by law.