RETAINING AND REWARDING LEGISLATIVE STAFF
We've made some progress with staff retention, but we're still having issues with recruitment!
ARKANSAS BUREAU OF LEGISLATIVE RESEARCH

- Approximately 120 employees
- Five Sections
- Most experienced employee started in 1971
- Least experienced employee started July 2\textsuperscript{nd}
- No partisan staff
WHY NOW AND WHAT ARE WE DOING?

- Salary Structure – Since 2009 employees received merit bonus that was not added to their salary
- Baby boomers, Gen X, Millennials, and Gen Z
- Five years experience under my belt
- Three areas of focus
  - Professional Development
  - Performance Evaluations
  - New Employees
PROFESSIONAL DEVELOPMENT

• Restructured staffing to create a Professional Development Coordinator
• Three different tracks
  • Leadership Team
  • Aspiring Leaders
  • General Professional Development
PROFESSIONAL DEVELOPMENT (CON’T)

- Aspiring Leaders Program
  - Application process with interviews
  - Clear that it isn’t succession planning but professional development
  - Year long program that will follow-much of what the leadership team is doing
  - Used Maine as a model for creating our program.
PROFESSIONAL DEVELOPMENT (CON’T)

• General Professional Development
  • Survey (35% response)
  • Created focus groups
  • Reviewed pattern of courses suggested
  • Began with low-hanging fruit
    • CPR classes
    • Active shooter training
    • Retirement courses
    • Financial Planning
PROFESSIONAL DEVELOPMENT (CON’T)

• We will have official kick-off in Mid-August
  • Ice Cream, Popcorn, & Parking Spot Raffle
• Courses to include:
  • What does the Bureau do
  • Computer Courses (Excel, Word, Power Point)
  • Communication and Writing Courses
  • Time Management, Dealing with Conflict,
RESOURCES

• State Resources
  • Speakers and Consultants through Employee Benefits Division
  • State Agency Personnel
• Bureau Staff
  • Trainers
• Sold a Car
PERFORMANCE EVALUATIONS

- Previously – Annual Performance Evaluations
- New Plan
  - Quarterly discussions
  - Annual Written Performance Evaluation
  - Self-Evaluation
    - Employee comments and suggestions
    - Again, began with low-hanging fruit
NEW EMPLOYEES

- Onboarding Program
  - Investment in the Bureau
  - Prior to Start Date
  - First Three Months
    - Formalized Training
  - Quarterly Discussions that are documented
  - Ambassador Program
QUESTIONS?