| **Objectives** | **Actions** **(Short/long Term)** | **Current Status** | **Next Steps** | **Monitoring**  |
| --- | --- | --- | --- | --- |
| * 1. **To increase Administration and Board involvement with ongoing employee recognition at Arc .**
 | * + 1. **Work with IT to develop a shared calendar and include a list of events and opportunities for Leadership and Board Members to be present and be a part of any upcoming event. Give Leadership and Board members opportunities to sign up for events posted noting which events need involvement.**
 | **Target Date 8/ 1 /2015** |  |  |
| **B. To increase recognition holistically by changing the North / South culture into a more unified Agency.**  | **1.Have the Board and Foundation members search for new members in Lewis County. Have more Board and Chapter meetings in the north.*** + 1. **Develop and utilize technology to increase participation from both counties in all aspects of our culture**.
 | * + - 1. **T**

**Target Date 3/ 1 /2016****Target Date 1/1 2016*** + - 1. **aget Date**
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| **C. Redesign the Getting to Great Committee to have additional oversight and focus on Employee Recognition.** | **1.Redesign the Getting to Great Committee to include a co chair and Direct Support Reps from both Northern and Southern regions. The redesign should include subcommittees for various Employee Recognition focuses.****2. Have regular committee meetings to review the efficacy of the current programs and the additions of newer programs from the suggestion from the survey Focus Groups.** 1. **Work on revising the EOQ North / EOQ South into a more unified Employee of the Month program recognizing 4 more additional employees annually as a unified agency.**
2. **Work on developing recognition initiatives and ideas to enhance Agency morale and highlight core honors.**
3. **Plan Special events to gather staff and have fun as an Agency.**
 | **Target Date: 8/15/2015****Target Date 8/15/2015** **Target Date: 12/1/2015** |  |  |
| **D. Have the Getting to Great Committee work on a calendar of employee events to serve as in both locations and in joint locations so staff can meet and connect.** | **1. Review suggestions from Staff Surveys and canvass staff for events they would like.****2. Develop a calendar of upcoming events as well as activities to bring staff together in a relaxed non work environment.****3. Work with Human Resources and Community Development to ensure all promotions within the agency are announced on the Intranet and Board sites.** | **Target Date: 7/1/2015** **Target Date: 7/1/2015** **Target Date 8/1/2015** |  |  |
| **E. To continue developing , rolling out and fine tuning the Core Honor Awards Program so all understand and utilize it.** | **1.Canvass Staff/Leadership to see if there any issues with the mechanics of the Core Honors System. Fix any glitches with the system.****2. Have I T and Getting to Great, and Leadership staff organize trainings for all aspects of the agency to ensure that all Staff and Board members in the agency are fully trained and are comfortable in utilizing the Core Honors Program.****3. Produce Public Relations photos and stories on Core Honors recipients and the great work people are doing. Focus on Core Honors at annual Employee Recognition Event****4. Advertise recognitions, rewards and prizes on the intranet and via Posters for all staff to see.****5. Assure all sites have paper versions for the Core Honors Program to increase engagement with the Program.****6. Establish Core Honors “Team Awards for teams who have done outstanding work.** |  **Target Date: 9/15/2015** **Target Date: 11/1/2015****Target Date: 8/1/2015****Target Date 9/1/2015****Target Date: 9/1/2015****Target Date: 9/1/2015** |  |  |
| **F. To utilize technology on multiple fronts to encourage more recognition and connection between Board, Administration and all Staff.** | 1. **Increase social media coverage of employee and agency successes to increase recognition at all levels.**
2. **Focus on Employee Recognition and Employee longevity and very special Core Honors awards in Newsletters, posters the Intranet and internet sites.**
 | **Target Date 9/1/2015****Target Date : 9/1/2015** |  |  |
| **G .Increase employee recognition by administration and immediate supervisors involvement.**  | **1.Develop smaller ways to recognize each other within individual departments.** **2. Share those internal recognition ideas on the Agency intranet.** | Under review |  |  |
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