

HR

UPDATE

HR.....PASSIONATE ABOUT YOUR SUCCESS.

STATE OF ALASKA
DIVISION OF PERSONNEL
AND LABOR RELATIONS

FY 07 - ISSUE 05
NOVEMBER 16, 2006



7210 © Kristen Kemmerling,
Alaska Division of Tourism

IN THIS ISSUE:

- *Contest to Name Data Warehouse
- *DOP Annual Report FY2006
- *R&B PERS Tier IV Seminar
- *Administrative Management Study

HR UPDATE

LET US KNOW WHAT YOU THINK

Please let us know what you think of our publication. If you have any suggestions about how to improve the HR Update or topics you think should be addressed, please contact (Inga_Aanrud@admin.state.ak.us).

WE HAVE A WINNER!

BY PAUL DIEBELS

The steering committee members have made a decision (because that's what steering committees do) in the Data Warehouse Naming Contest. In a meeting described as "somewhat acronymious," it was decided that ALDER (ALaska Data Enterprise Reporting) was the best choice. (And, one can only guess, that none of my own personal entries merited further consideration.) Following the selection, members of the committee learned that ALDER was submitted by Linda Daak, who works for the Department of Administration.

Linda shared her inspiration for the new moniker, explaining "I wanted to come up with a name that represented various aspects of the new data warehouse endeavor: a growing system, with a strong base, continually branching out in all directions. The tree analogy seemed to

best incorporate these ideas. The Alder is a tree that all Alaskans are familiar with. It is found in every area of the state, grows rapidly, and thrives in just about any condition. All qualities that I think the data warehouse will share with its namesake. And, unfortunately, the official tree of the State of Alaska - the Sitka Spruce - just didn't work out letter-wise!"

When asked if she had received her award yet, Linda replied "As a dedicated State employee, my greatest reward is just knowing I have done my job well. That I was able to make a small contribution to the work of this great state is truly something I will cherish for the rest of my career... or until payday, whichever comes first."

The next order of business is to design a logo for ALDER (sorry, there is no contest for the logo, but we are considering a "random drawing"...). I want to thank everyone who participated in the contest - it was fun while it lasted - but now I have to go back to work ... on ALDER!

DIVISION OF PERSONNEL ANNUAL REPORT FY 2006

BY INGA AANRUD

The Division of Personnel Annual Report for FY 2006 is now available. The Annual Report includes Division of Personnel overview, performance measures, missions, goals, accomplishments and the State of Alaska Workforce Profile. The report is available under DOP, HR Publications, DOP

Annual Report or by clicking on the following link http://dop.state.ak.us/fileadmin/dop_home/pdf/dopannualreport.pdf.

PERS TIER IV FOR HIRING MANAGERS BY WORTH BARTHEL

The Division of Retirement & Benefits is presenting a seminar for State of Alaska Hiring Managers on PERS Tier IV in Juneau on Wednesday, December 13th at 9:30 and 1:30. If you are interested in more information, or to enroll, please contact Kenneth Woodbury at (907) 465-1443 or by email at kenneth_woodbury@admin.state.ak.us.

ADMINISTRATIVE MANAGEMENT STUDY

BY KEITH MURRY

The Classification Section has begun a study of the administrative generalist classes using an innovative approach that will substantially reduce processing time and potentially provide agencies more flexibility in managing the workflow and workforce issues associated with large, cross-agency studies. The study covers the Secretary, Administrative Assistant, Administrative Manager I-IV, and Administrative Services Manager I/II job classes.

The prospective study approach being piloted will:

- use Position Descriptions updated in the last two years instead of requiring new ones be submitted at the beginning of the study;
- gather additional information through

HR UPDATE — FY 07 ISSUE 05

interviews and desk audits;

- develop and implement new job classes/series to reflect current business needs and practices;
- and rather than providing a single effective date for allocation of all impacted positions into the new classes/series, the pilot process will provide agencies with a 12-month “class migration” period following study implementation.

The benefits of the new approach are:

- the study timeline is considerably shortened;
- agencies can strategically manage their workload and minimize impact of the

study on daily operations and workforce; and

- the work required of agencies at the beginning of the study is significantly reduced.

The team working on this study includes:

- Sarah Brinkley, Classification Studies Supervisor and team leader;
- Aimee Olejasz, study contact for the General Group and DH&SS;
- Keith Murry, study contact for the Resources Group, Public Protection Group, and DOT&PF; and
- Amanda Holland, Classification Manager.

We shall be providing regular updates on the study’s progress in future editions of HR Update, as well as through other communication channels that are being developed. If you have any questions about this prospective class study of the Administrative job classes that your department’s top administrative staff cannot answer, please send them to the classification study contact for your agency:

- Aimee Olejasz, 907-465-4426
- Keith Murry, 907-465-4704