

KASCOE ASKED THE FOLLOWING QUESTIONS WHICH WERE SHARED AS CONCERNS BY EMPLOYEES

- 1) Managers are questioning DD involvement in the hiring of PT's and CED's.

STO: The DD should be present as an advisor and to ensure that policy is followed. The hiring authority is not the DD.

- 2) CEDs are questioning DD involvement in their performance rating.

STO: COC is the supervisor to the CED. DD is the liaison between the **STO** and the COC, and therefore is responsible for completing the actions in EmpowerHR for performance. DD's should be meeting with the CED's prior to any discussion with the COC regarding performance. If a rating is given that a CED feels should be challenged, their justification may be taken to the STC.

- 3) Please provide examples of superior and outstanding performance evaluations for CED and PT and explain how they were arrived at.

STO: Performance plans should be addressed and planned on a personal level outlining expectations of what is deemed fully successful in order to understand what is necessary to exceed.

- 4) Recently employees have been separated due to errors they have made. We realize some information cannot be made public, however, give orientation or training to the current workforce so we don't make the same errors.

STO: Recent separations have resulted due to the direct disregard to handbook regulations, not errors. It was noted that a KY Report of COR findings and reviews may be compiled and shared to help in this area.

- 5) For determining direct transfers and reassignments details, what is being used to determine workload to measure which COF loses and which gains an employee?

STO: Compiled listing of the number of contracts, payments, and programs for the Service Center.

- 6) Is upgrade for PTs in temporary shared management situations being utilized by the affected employee?

STO: The request must be made by the COC. DD's may need to monitor and encourage when needed.

- 7) Is there a time limit you can serve as PT in Charge?

STO: One Year

- 8) Explain the difference in duties and responsibilities of PT in Charge and Lead PT.

STO: PT in Charge has no CED and is Grade 9; Lead PT has a CED in a shared management arrangement and is a Grade 8.

9) If a PT is named Acting CED and serves in the capacity for 1 year or more, is the employee eligible to apply for the CED position when it is advertised in hard to fill cases?

STO: No. The employee has not been certified as completing County Operations Training program.

10) When FLMs are hired as CEDs, why are they not required to complete some type of training program?

STO: KY is requiring that they complete training in relation to programs and their regulations. Since they have already been employed in a management position, management training is not required.