

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

WORKSHOP SUMMARY

Meeting Date: March 27, 2012

Department: Human Resources

I. EXECUTIVE BRIEF

Title: Internal Leadership Development Program

Summary: A presentation will be made by County Staff from Administration and Human Resources concerning

- Benefits to the County from the Leadership Program
- Reasons behind the Program
- Background of the Program
- Role of the Learning Council
- Application and Screening Process to enter the Program
- Highlights of the Curriculum
- On-going Leadership Development Initiatives

This presentation was scheduled at the request of Administration. Countywide ()

Background and Policy Issues:

This presentation was scheduled at the request of Administration. Countywide ()

Attachments:

1. Powerpoint presentation
- 2.

Recommended by:


Department Director


Date

Approved By:


Assistant County Administrator


Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact: *Not applicable*

Fiscal Years	20 <u>12</u>	20__	20__	20__	20__
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<i>~ 0 ~ * see below</i>	_____	_____	_____	_____
No. ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes _____ No _____
 Budget Account No.: Fund _____ Department _____ Unit _____
 Object _____ Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

* *There is no fiscal impact on this item.*

[Signature]

 OFMB
VA 3/20/12

[Signature]

 Contract Dev. and Control
3-21-12 B Wheeler

B. Legal Sufficiency:

N/A

 Assistant County Attorney

C. Other Department Review:

 Department Director

INTERNAL LEADERSHIP DEVELOPMENT PROGRAM



Presentation to the
Board of County Commissioners
March 27, 2012

A program that has saved...

1.7 Million Dollars

A program that has invested...

8 thousand dollars

A program that has increased...

- Efficiency
- Cost Savings
- Leadership Effectiveness
- Talent Pool

A program that has inspired...

The Leadership Level I Program has helped open my eyes to new ways of thinking and handling work related situations. Over the year, I gained confidence, a better understanding of quality leadership and a more thorough understanding of Palm Beach County Government. I am excited to continue on this journey of career growth and development with such an amazing group of leaders.

Reasons Behind the Program

- Workforce Demographic Information
- No existing Leadership Development Program or Succession Planning
- Results of the Survey

Background of the Program

- Formed Learning Council in 2007
- Sent survey to County Executives
- Designed one-year program
- Rolled out program in 2008

Survey Results

- Leadership Development
- Succession Planning
- Shared Knowledge Across Departments

Program Objectives

- Address the results of the survey
- Raise the level of leadership effectiveness
- Prepare participants to successfully compete for future career advancement opportunities

Role of the Learning Council

- Support Training & Organizational Development
- Selection Committee
- Mentors

Members of the Learning Council

- ▣ Jennifer Cirillo, Parks and Recreation*
- ▣ Brenda Conner, PZB
- ▣ Phil Davidson, ISS
- ▣ Lisa De La Rionda, Public Affairs
- ▣ Lili Finke, Palm Tran
- ▣ Charles Frazier, Palm Tran*
- ▣ Irwin Jacobowitz, OFMB
- ▣ Davette La Bay, Human Resources
- ▣ Shannon LaRocque-Baas, Administration
- ▣ Wendy Mundell, Water Utilities
- ▣ Kenny Rampersad, Library System*
- ▣ Roland Williams, Community Services

Application and Screening Process

- Open to those meeting requirements
- Applications and essays
- Interviews

Highlights of the Curriculum

- Classroom Learning
- Department Tours
- Reading Assignments and Homework
- Project
- Working with a Mentor

Ways to Makes Things Better

- More Efficient
- More Streamlined
- More Cost Effective
- More Innovative
- More Organized

Project Examples

- County Golf Courses Audubon Certified
- Energy-Saving Project with PC's
- Project to Digitize the County Line
- Merging Two Department Divisions
- User Guide for Preparing RFP'S

Departments Hosting Tours

- Water Utilities
- Environmental Resources Management
- Fire Rescue
- Facilities Development & Operations
- Palm Tran and the Connection
- Parks and Recreation
- Engineering and Public Works
- Public Safety

On-Going Leadership Development Initiatives

- Leadership Level II
- On-line Graduate Resource Directory
- Alumni Association
- Community Service Projects

Metrics for First Three Years

- 41 Graduates
- 21 projects implemented
- 10 promotions
- 1.7 million dollars saved
- 8 thousand dollars invested

Questions?