

Hours Not Worked Economic Development



KPI Owner: Rebecca Fleischaker

Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY13, 785.25 hrs. Goal: Reduce number of Hours Not Worked to 2% of all hours on payroll Benchmark: Local Government rate of 2%	Data Source: Payable Time PeopleSoft Goal Source: Dept. Leadership Team Benchmark Source: Bureau Labor Statistics	Plan-Do-Check-Act Step 1: Define the problem Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays), rate calculated by dividing by total standard hours Why Measure: Better understand culture impact on employee attendance Next Improvement Step: TBD

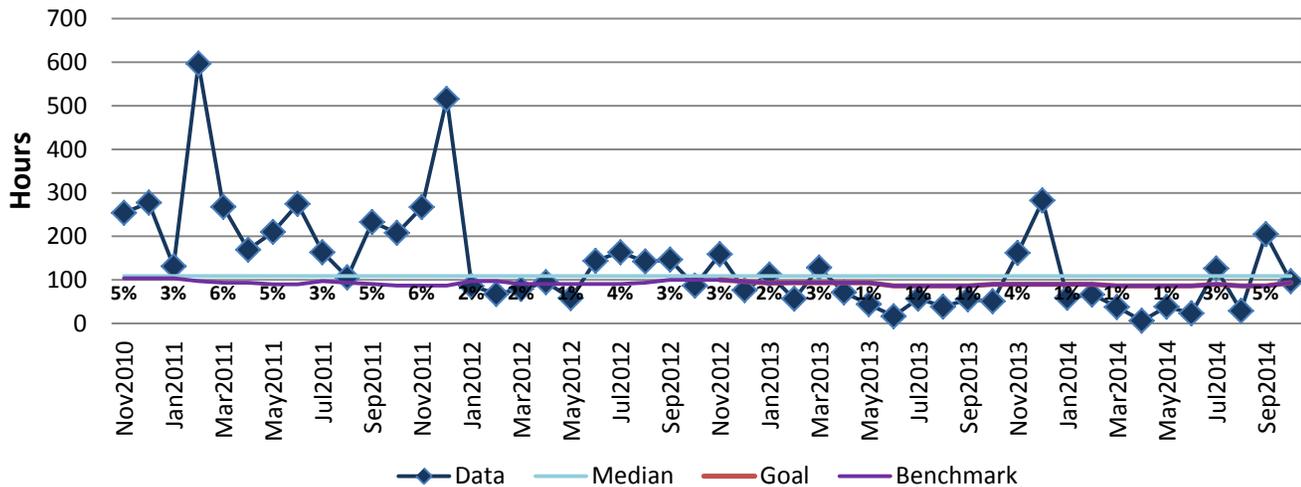
How Are We Doing?

Nov2013-Oct2014 12 Month Goal	Nov2013-Oct2014 12 Month Actual		Oct2014 Goal	Oct2014 Actual	
1,062	1,132		93	97	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



Nov2013-Oct2014 Pareto Analysis

