

High Sick Leave Consumption Louisville Free Public Library



KPI Owner: Carrick Arehart

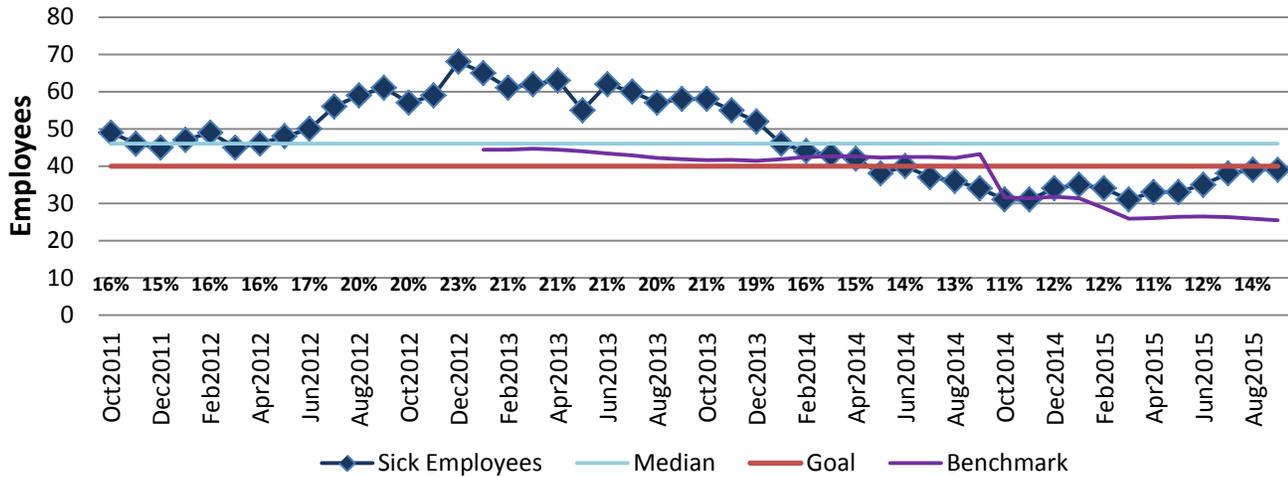
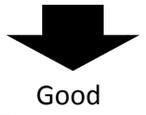
Process: Time & Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY 2010-2012 Avg = 43 Goal: Reduce high sick leave consumption to 40 employees by June 30, 2016. Benchmark: 9% LMG Top Quartile Oct2015	Data Source: Payable Time PeopleSoft Goal Source: Scope Summary Benchmark Source: OPI sick leave study	Plan-Do-Check-Act Step 8: Monitor and diagnose Measurement Method: # of employees who used 9 or more out of 12 sick ¹ days in a 12 month period; rate calculated by dividing by total employees Why Measure: Promote a culture in which sick time is used appropriately Next Improvement Step: Continue monitoring new leave policy.

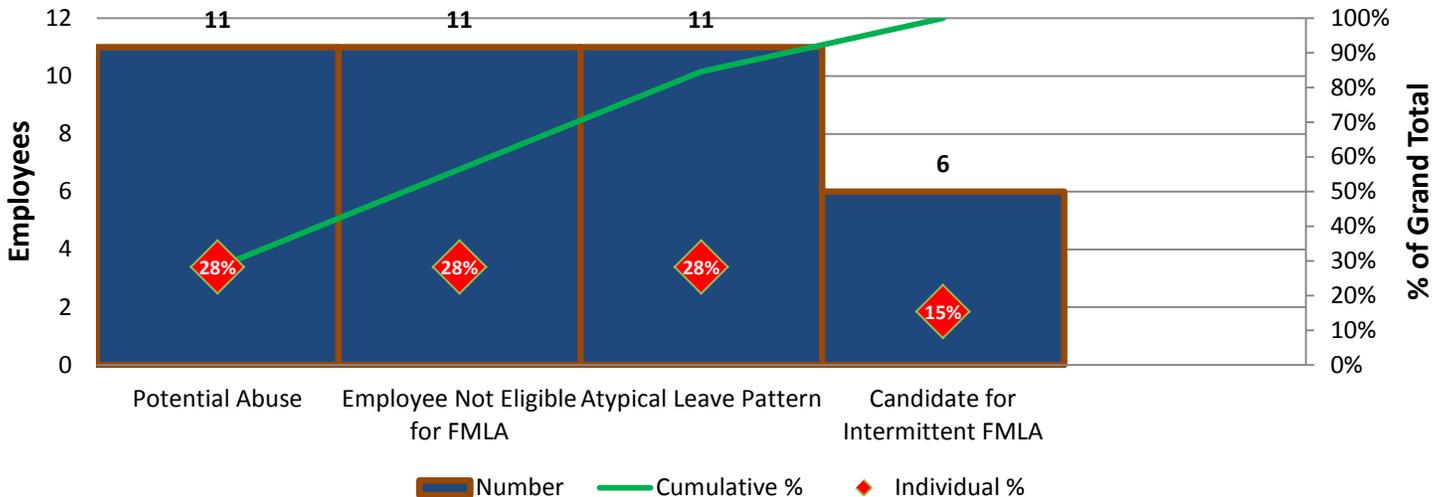
How Are We Doing?

Oct2014-Sep2015 12 Month Avg Goal	Oct2014-Sep2015 12 Month Average		Sep2015 Goal	Sep2015 Actual	
40	34		40	39	
Employees	Employees		Employees	Employees	

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Oct2014-Sep2015 Pareto Analysis



¹A "day" is typically defined as standard hours per week divided by 5 unless otherwise stated in a union contract