

MDEStat Meeting

April 26, 2010



Shari T. Wilson, Secretary

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Table 1: MDE Management Training Program Status as of 4/19/10

1	Number of employees in initial Skillsoft “pilot group”	45
2	Number of additional employees who also received Skillsoft licenses	12
3	Total number of employees who had Skillsoft licenses as of 12/31/09	56
4	Of the number in Row 3, number of employees who completed all Skillsoft training modules by 3/31/10	29
5	Number of MDE managers with no previous management training as of June 2009	72
6	Of the number in Row 5, number who have received Skillsoft licences to date	25
7	Of the number in Row 6, number who completed all Skillsoft training modules by 3/31/10	17
8	Date by which Skillsoft training will be mandatory for managers who didn't receive BCCC management training in 06	TBD

Table 2: Skillsoft On-Line Management Training Program

<i>Task</i>	<i>Target Date</i>	<i>4/19/09 Status</i>
<i>Identify the number of MDE managers with no previous management/supervisor training.</i>	<i>7/31/10</i>	<i>47 managers/supervisors have had no formal training.</i>
<i>Survey current participants with regard to the benefit of the courses offered in the program.</i>	<i>7/1/10</i>	<i>Detailed survey results were distributed at the last meeting. 82% of respondents recommend expanding Skillsoft. 78% believe it will improve their leadership skills. Additionally, employees who have completed the program have expressed their satisfaction with the content found in the courses. Twenty-nine of the initial 45 employees who were a part of the pilot have completed all of their assigned sessions. At this time, none of the 12 additional participants have completed all of the assigned training courses. Note: Due to dissatisfaction with SkillSoft management access, we are working with SkillSoft to evaluate future usability and access.</i>
<i>Identify funding for expansion of training program</i>	<i>7/15/10</i>	<i>OBF recommends that each Administration identify a funding source. Executive Staff to determine whether MDE will proceed.</i>
<i>Initiate procurement process to purchase additional training licenses</i>	<i>7/31/10</i>	<i>MDE will expand the use of the Skillsoft online training program through the MDE Leadership Development Program (50 new licenses). On Hold pending LDP Assessment.</i>
<i>Provide additional managers with access to training program, targeting those with minimal to no previous management/supervisor training</i>	<i>7/31/10</i>	<i>Current supervisors in need of additional training (new licenses TBD). Funding will be charged based upon who participates from each administration. Concurrent with the completion of the next round of LDP selections, ASA will identify up to 25 supervisors in need of training.</i>
<i>Procure Licenses & Identify 50 managers to participate</i>	<i>7/31/2010</i>	<i>Licenses will be procured and available for use for the next Leadership Program cycle.</i>
<i>If feasible, continued expansion of this Program through the Leadership Program. Also, ASA will continue to look for cost-effective training opportunities to offer MDE employees.</i>		

Table 3: Mandatory Training for MDE Employees

Training Topic	Number Required to Have Training	Number of Employees Trained of Those Required to Have It		Target Completion Date for Having All Required Employees Trained	
		1/17	4/19	1/17	4/19
Substance Abuse	965	825	825	4/20/10	8/12/10
Domestic Violence	965	502	798	10/20/10	10/20/10
Progressive Discipline	229	220	218	2/10/10	6/22/10
Recruitment and Hiring	229	218	217	2/10/10	6/22/10
Sick Leave	229	224	222	2/10/10	6/22/10
PEP	229	221	223	2/10/10	6/22/10
EEO	229	68	87	6/22/10	6/22/10
ADA	229	151	175	6/22/10	6/22/10
Driver Improvement	As Needed	185	690	6/30/10	6/30/10
Travel (State Guidelines)	As Needed	75	75	Provided as Needed	Provided as Needed
Accountability (to include Contract Management Overview)				TBD	



Table 5: Number of Supervisors who supervise five or more people

Administration	Number of Supervisors who supervise five or more people
Office of the Secretary Executive Direction	0
Administrative Services Administration	1
Water Management Administration	22
Science Services Administration	6
Land Management Administration	15
Air and Radiation Management Administration	16
Coordinating Offices (Communications, OIMT, OB, OLP, Emergency Response)	6
TOTAL	66

Table 6: Number of Supervisors Evaluated Using 360-Degree Process

FY09	4
FY10 through Jan 19	8
FY10 through April 16	12

Table 7: MDE Sole Source Procurements January 2-April 19, 2010

Administration	Sole Source Vendor	Type of Contract (IT, Svc. Com.)	Date Approved	Dollar Value
OIMT	Environmental Systems Research Institute, ESRI	Svc.	1/21/10	\$ 61,037.80
ARMA	Thermo Environmental Instruments	Com.	3/9/10	\$ 9,000.00
SSA	YSI	Com.	3/9/10	\$ 11,428.00
OIMT	GIS Integrated Solutions	Svc.	2/26/10	\$ 7,000.00
OIMT/OS	Lockheed Martin desktop Solutions	Svc.	2/26/10	\$ 16,956.20
ARMA	2B Technologies	Svc.	3/19/10	\$ 9,700.00

Table 8: MDE Energy Consumption, KW/hr Reductions Compared to 06/07 Baseline

Goals (reductions from the 06/07 baseline): 5% by CY09 10% by CY10 15% by CY15						
	2006/7 Baseline	2008/9 Usage	Δ	2009/10 Usage	Δ	
September	447,300	459,900	+3%	397,600	-15%	
October	395,500	377,300	-5%	367,500	-11%	
November	317,800	308,000	-3%	280,000	-21%	
December	332,500	289,100	-13%	273,700	-13%	
January	349,300	296,100	-15%	280,700	-20%	
February	338,100	260,400	-23%	248,500	-27%	
March	339,500	290,500	-14%			
April	353,500	308,700	-13%			
May	381,000	330,400	-13%			
June	405,700	401,100	-1%			
July	451,500	406,700	-10%			
August	468,300	442,400	-6%			

Table 9: MDE Employees Regularly Teleworking with Signed Telework Agreements

Date	Number of Employees Recorded as Regularly Teleworking
October 09	58
January 10	89
April 10	92

Table 10: Overdue (30+ days) End-Cycle PEPs Due in FY10

Admin.	9/1/09	10/5/09	1/11/10	4/19/10
ASA	Not listed	4	8	4