

Hours Not Worked Public Health & Wellness



KPI Owner: Tammy Anderson

Process: Time and Attendance

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: FY 12 monthly average rate of 4.5% Goal: Reduce hours not worked to 4% of the total hours earned in a month by June 30, 2015 Benchmark: 2% of total hours worked	Data Source: PeopleSoft Goal Source: Internal Analysis Benchmark Source: Bureau of Labor Stats	Plan-Do-Check-Act Step 4: Generate and prioritize potential solutions Measurement Method: Total # of hrs per month employees were not at work performing normal job functions (excludes vacations & holidays) Why Measure: Better understand culture impact on employee attendance Next Improvement Step: Ensure policies are being applied/enforced

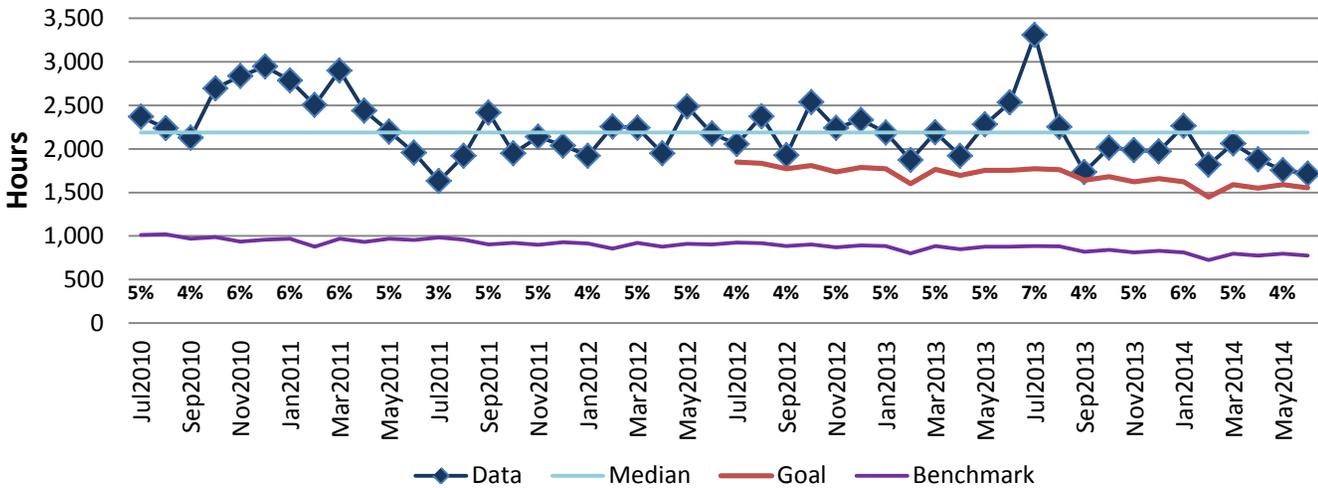
How Are We Doing?

Jul2013-Jun2014 12 Month Goal	Jul2013-Jun2014 12 Month Actual		Jun2014 Goal	Jun2014 Actual	
19,496	24,772		1,553	1,717	
Hours	Hours		Hours	Hours	

Hours Not Worked



Good



Jul2013-Jun2014 Pareto Analysis

