
Human and Quality Resources Report

March 2017

ISO.

ISO audits are being conducted and are scheduled to be finished by the end of May. The teams have been restructured.

STAFFING.

Professional

A return date hasn't still has not been established for the Auto Body Instructor. The current sub will be finished at the end of the third quarter. A plan is being developed to fill this void for as long as is necessary after that. The Construction Trades Instructor is out on leave. A return date has not been established. The current plan will continue for as long as is necessary and it seems to be working well.

Classified.

The Business Office secretary is now on leave again. At this time, there is not a return date established. Secretaries from other areas have stepped up to assist the Business Office with duties that must be accomplished.

PROFESSIONAL DEVELOPMENT COMMITTEE.

The professional development committee has been meeting to revise the current Induction and Mentor system. The team began by establishing some objectives of the system. The Six Hats Thinking Training that was attended is being used to facilitate the meetings and it is working well.

PAYROLL.

Routine payroll changes were conducted. Summer pay selection forms will be distributed.

NEGOTIATIONS.

Additional time has been spent on revision and restructuring proposals for negotiations.