## Human Resources 2016 Strategic / Engagement Initiatives

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Develop Succession Planning Training Program	BenefitsU Propose	FMLA Process	Admin. Prof. Day Recognition Submit NC99		HRIS data Audit	review / renewals of 2017 Benefit	<ul> <li>Revise</li> <li>employ- ment process</li> <li>Admin.</li> </ul>	<ul> <li>Begin FLSA Audit</li> <li>Review Compensa- tion System</li> </ul>	Benefits Fair • Employee	Launch improved Open Enrollmen process	forum
Conduct I-9 Audit	tion Review Process	forum Revise	Application		Learning System	Tians	Prof.	• Finalize Staff			Statement
Revise Sick time Policy		Perform. Mgmt. Process	·	Silver Circle	Establish Records Retention Policy			Handbook			
Begin HR Training Series											
									<u>K</u>	<u>Y</u>	S JOANNYS

White = reoccurring initiative Blue = HR desired initiative Yellow = high priority initiative