



Q4 FY22 Demographic Focus Group Meeting

Demographic: Role

Focus Group: Technical Staff/Technicians

Leadership Sponsor: Andrei Seryi

DEI Council Ambassador: Ashley Mitchell

Meeting Agenda

Introductions & Ground Rules

Reported Progress on Designated Actions

Mentimeter Questions

Close Out

Ground Rules

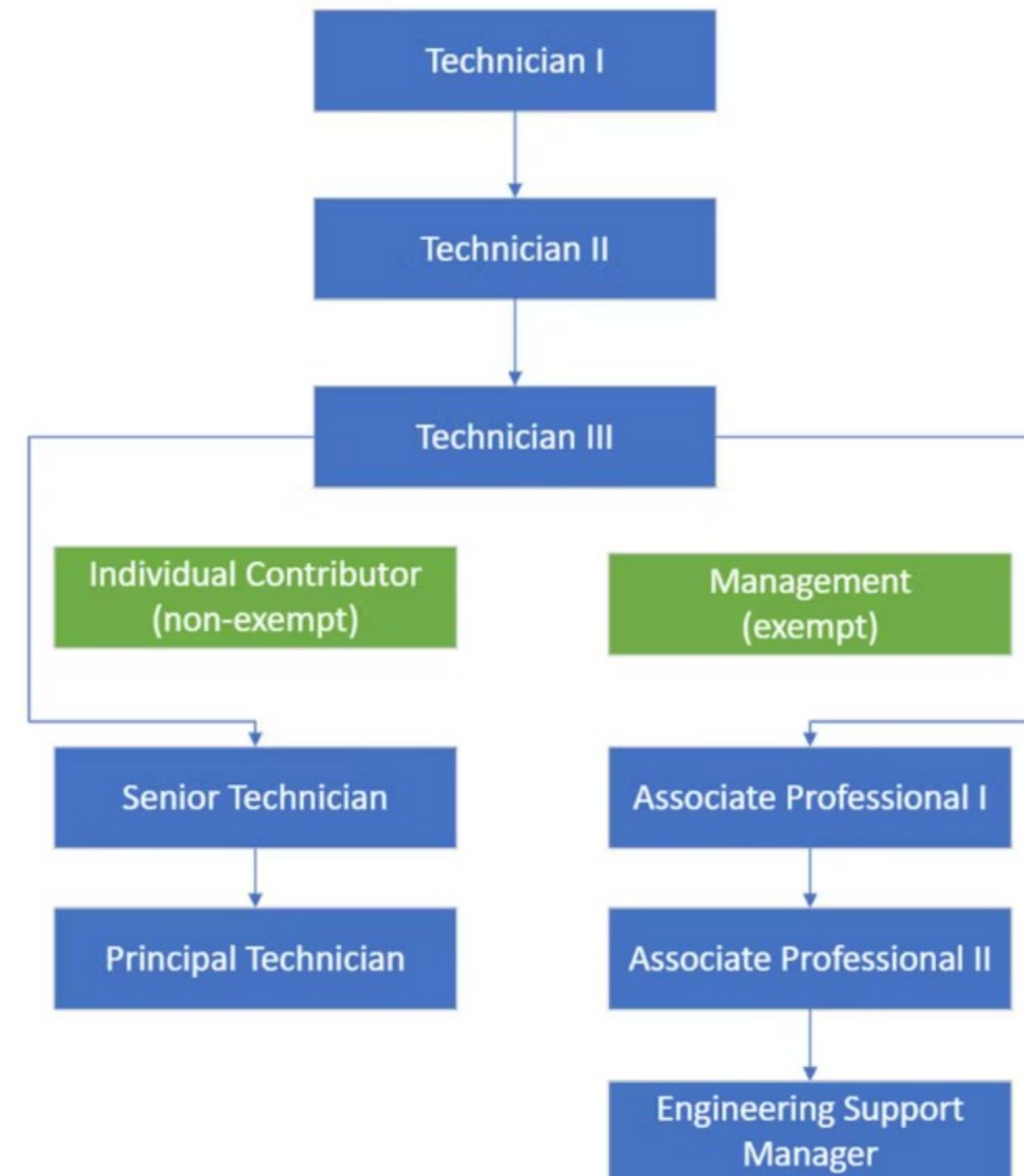


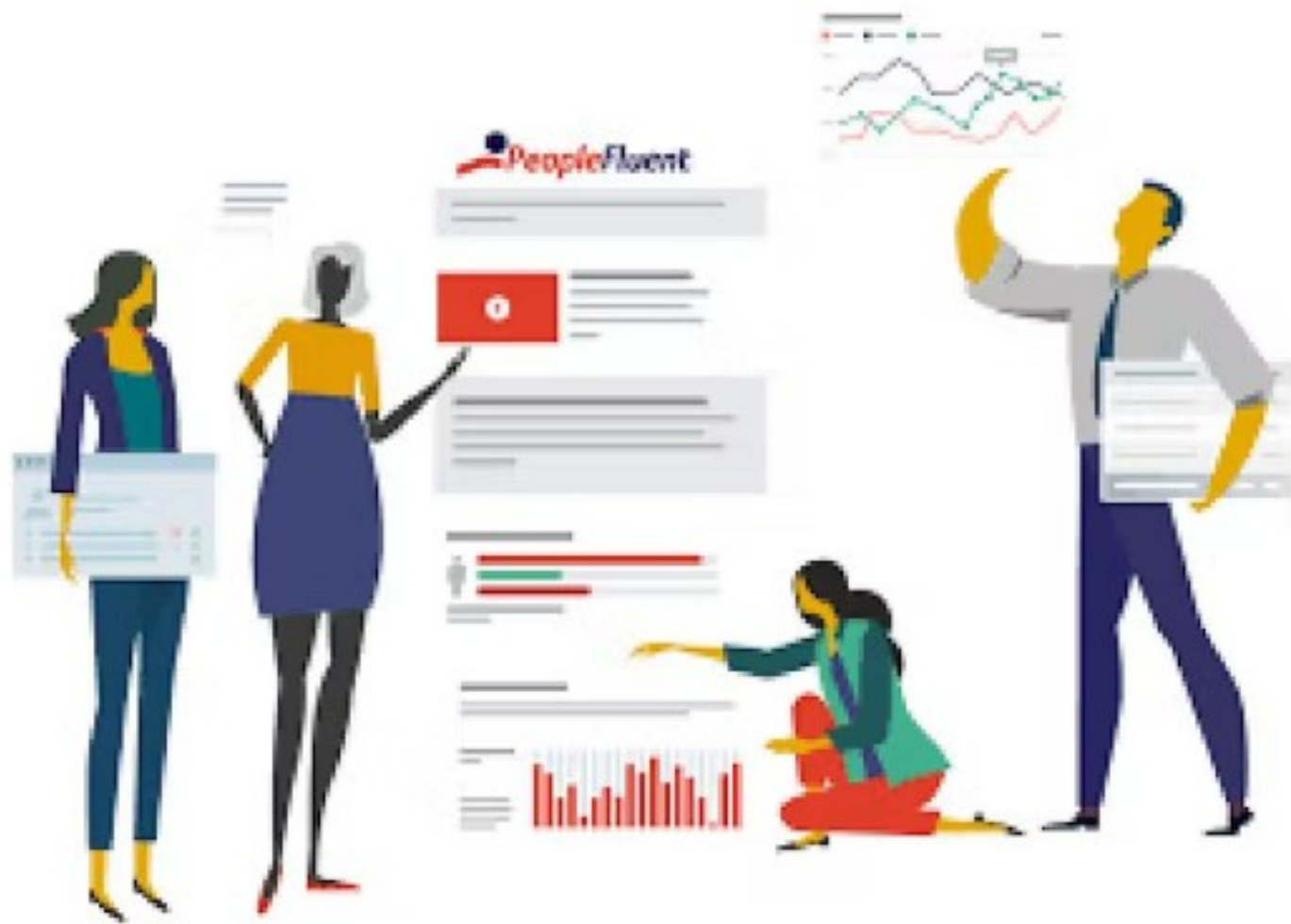
- Please mute microphones when not speaking, and raise your hand if you want to speak
- Be present in the moment, put away any distractions.
- Actively listen when others are speaking.
- Wait to be prompted to speak.
- Respect the opinions shared by others.
- Suggest options or solutions to improve situations shared (as appropriate).
- Do not share information you are uncomfortable sharing. If there is something private, you would like to convey contact your AD/DH, HR or Leadership Sponsor after the meeting or via email.

Progress of Actions in Response to Feedback

Promotion/Compensation Process

- DOE approved adding two technician classification levels to allow for more progression for individual contributors - Tech IV and V, vacation accrual grandfathered for those reclassified
- All Tech and Associate Professional salary ranges re-aligned to market data
- Ken McLean, Sr. Compensation Analyst, continues to present training on compensation/promotion process quarterly





Progress of Actions Lab-wide

- **Launched Applicant Tracking System**

- Improve candidate and in house user experience
- Application process for internals is streamlined: only required to attach a resume and answer a few short questions. Process takes less than 5 minutes to apply

- **Paid Parental Leave added to Benefits Portfolio**

- Supports efforts to achieve a more inclusive workforce and retention of staff, particularly females
- As of Sept. 7th, three staff are currently utilizing this benefit, four pending approval, three staff completed their six weeks of PPL (*three technicians have used this benefit and three are pending approval*)

Progress of Actions Lab-wide

Implemented Remote Work Policy

- Designed to optimize employee flexibility while meeting mission needs
- Recognize that certain positions can only be performed on-site, this is an unavoidable reality in our organization and other national labs
- With supervisor approval, training and documentation may be performed remotely
- ~60% of staff approved for some form of hybrid work as applicable (as of 9.7.22)

Expand and invest more towards outreach plan

- Engage with local community colleges such as Virginia Peninsula and Tidewater Tech to develop technician pipeline, Partner with Historically Black Universities, Minority Serving Institutions, and SURA Universities
- Exploratory partnership with NASA on Apprenticeship
- 9/27 Career College Onsite Event – The Road to Jefferson Lab, 45 schools invited
- Promote opportunities internally and targeted externally to expand outreach



APPRENTICE

JLab Mother's/Wellness Rooms

- To support a more positive, relaxing environment for the lab community and new mothers at the lab, there are now two dedicated wellness/mother's rooms available for use. Each room has a refrigerator, seating and a nearby sink.
 - CEBAF Center (Bldg. 12) Room F333
 - Accelerator Maintenance Support Building (Bldg. 87) Room 113
- When space is not in use by a new mother, the room is available for anyone to take a quick breather and relax. The lock on the door handle will indicate when the room is in use. In the case of emergency, there is a break glass case containing a key outside the door.
- Should you have any questions, contact Corry Smith, CRE Project Engineer at 757.269.7700 or via email at csmith@jlab.org.

The above information was originally shared in June 8th's JLab Weekly.

More Wellness/Mother's Rooms (Bldg. 28, Room 7A and Bldg. 55, Room 2519) are planned to be ready this month. When ready, communication will be shared through the weekly briefs.

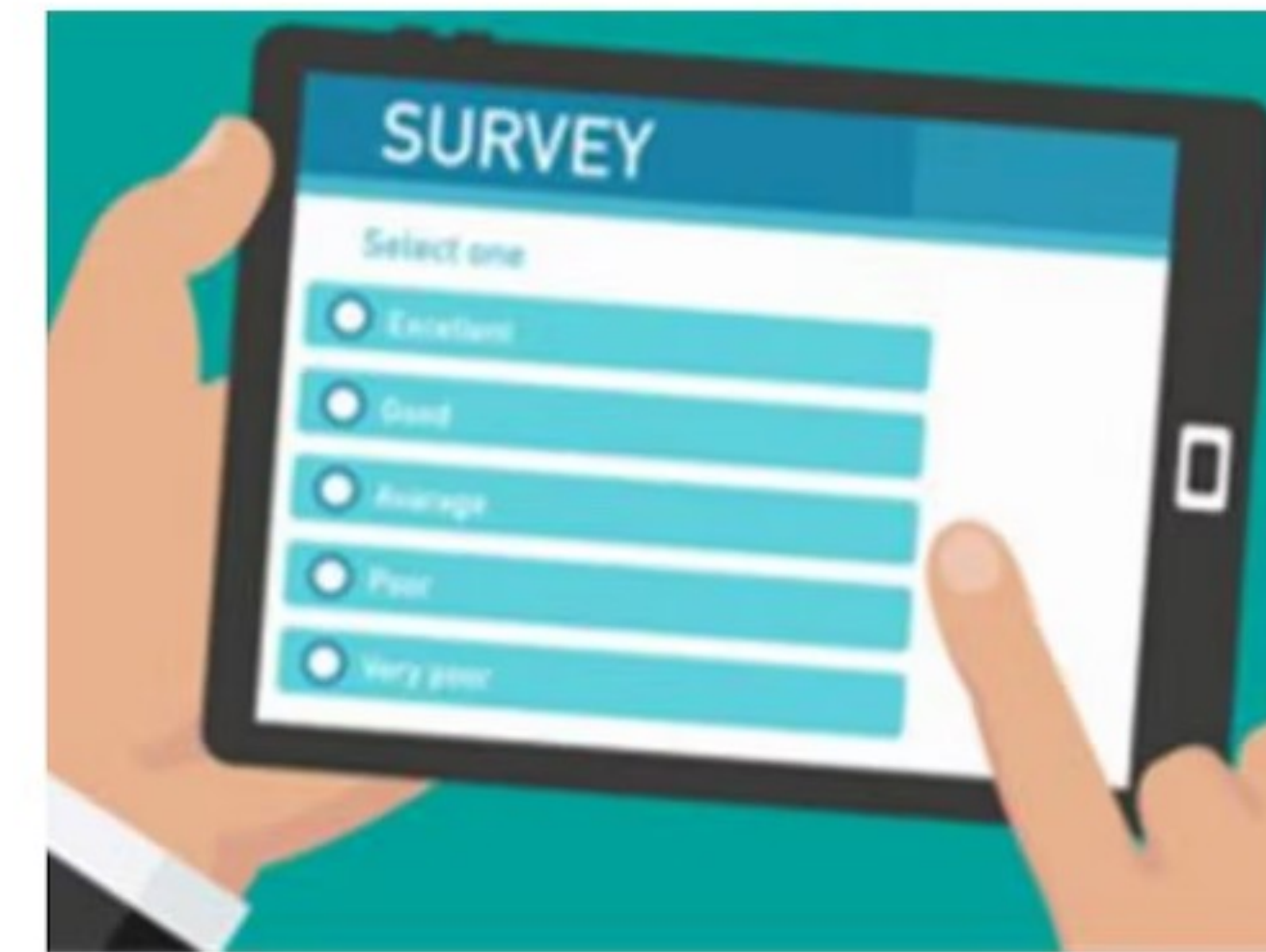




- To foster real-time communication, ongoing engagement with senior leadership, staff and Users through Demographic Focus Group meetings
- Published real-time and relevant content through the DEI Corner (*biweekly edition of the Weekly Brief*) to increase awareness and conversation
- Updated **DEI website** with real-time resources, events, information and updates
- Hosted DEI virtual sessions celebrating key heritage months, mental health awareness, etc.
- Held Get Connected Events to break from work and meet someone new (*next event – Dec 6th*)

DEI – Planned Initiatives

- Expand outreach opportunities locally, regionally and nationally. Partner with workforce and include in outreach events when appropriate.
- Leverage Individual Career Profiles to identify career pathing opportunities – use to identify career development and address retention
- Launch Inclusion Survey early 2023 (staff & Users).
We want to hear from YOU.



You Asked, We Answered

Is there any consideration being made for the on-campus 100% physically present staff who will never be able to participate in hybrid work schedules?

- Opportunities for remote work are driven by responsibilities of each position, however training or documentation requirements may allow for remote work with the discretion of your supervisor.

What does hybrid mean for technicians who have to come to the lab every day? Is there going to be any kind of compensation for those employees?

- Hybrid for technicians may mean there are designated training days that can be completed remotely or other administrative activities
- There are no plans to alter compensation per the hybrid remote work policy.



How can you feel valued?

- More rounding from senior leaders, showing appreciation to onsite workers, provide lunches
- Salary ranges for technicians and AP job categories are aligned with market survey data
- Remote work policy aligned with other national labs and benchmarking data
- Encouraged line management to consider remote work when feasible (training, process documentation)
- Updated Standards of Conduct Training to notify workforce of ethics violation-consequences if working two jobs simultaneously



FY22 Tech/AP Talent

- **43 Tech or AP hires since 10/1/21**
- **25 new hires, 18 internal hires**
 - 3 ACC Ops
 - 22 Techs
 - 18 Internal Techs – of those,
 - 8 (44%) resulted in a promotion,
 - 10 (67%) went from Term to Regular Status
- **18 Departures**
 - 10 Technician/AO
 - 8 AC/ESM
 - Reasons for Departure
 - Techs: Personal (relocation, health), **Retirement**,
 - AC/ESM - **Retirement**, Career Advancement



What can the lab do to be more effective in recruiting AND retaining our technical workforce?

Get us off the bottom of the pay scale

Clear and defined promotion paths

Have a differentiation between short term contractors (coming in just to fix tunnels, a weeks worth of works, etc) and long term contractors (1+ years) I feel there is a lose of a lot of lab "perks" even though we do the same jobs as termed employees

How was this meeting for you? We're interested in your feedback!

A lot of people voiced their opinions and said what a lot of us were thinking, you say you hear us and have a lot to do so we'll all be watching for actions to be taken. Thank you for giving us a time/place to voice our concerns!

Felt good knowing that I'm not the only technician that have these feelings. HR made this feel like a comfortable and safe space to be heard. I'm hoping to see some changes come from this meeting.

Thank you!

**Next DFGM: March 2023
TBA in Weekly Briefs/Insight**