CITY OF MINNEAPOLIS

Workforce Planning

Presented by: Human Resources Department

Minneapolis
City of Lakes

4/15/2015

Minneapolis Vision – Growing, Vibrant, World-Class City

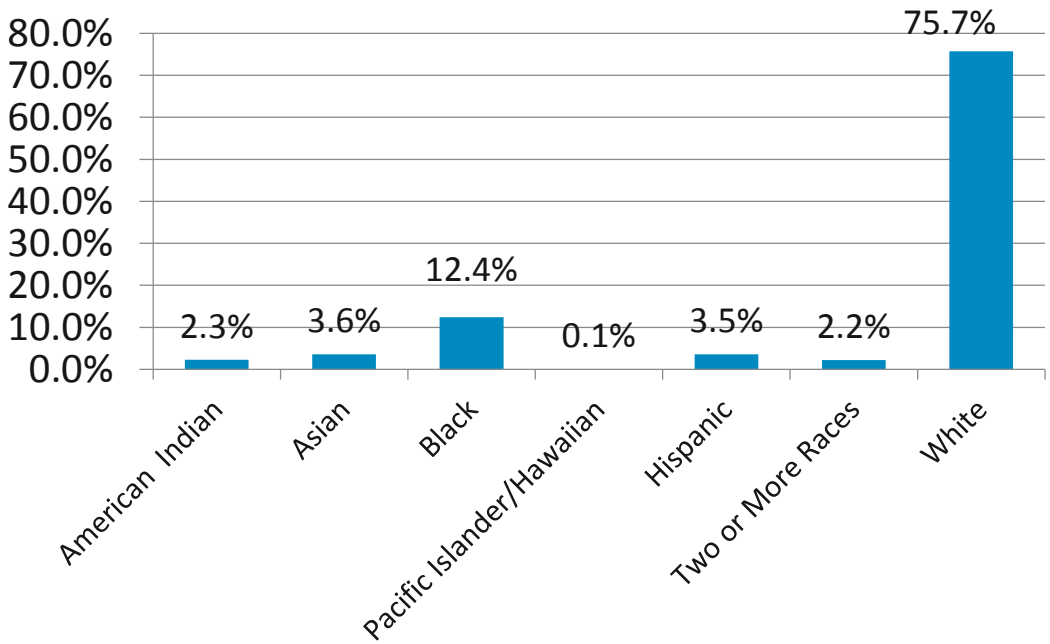
- World-class city.
- Flourishing economy.
- Equitable opportunities for success.
- High quality of life.

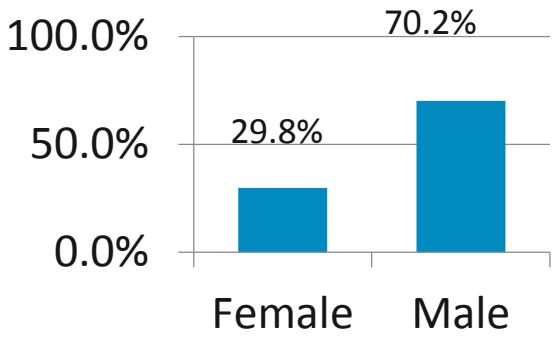
Staying Vibrant Will be Challenging

- For the past several decades:
  - A growing population in prime working years.
- Starting now – projected future:
  - Growth is slowing, dramatically.
  - Accelerating number of retiring baby boomers.
  - Becoming a net exporter of qualified workers.
- State demographer's report:
  - Minnesota is losing qualified talent to other states.
  - Minneapolis- Saint Paul ranked fourteenth for retention of professionals of color.

Our City Workforce Profile

Age, Ethnicity, Gender

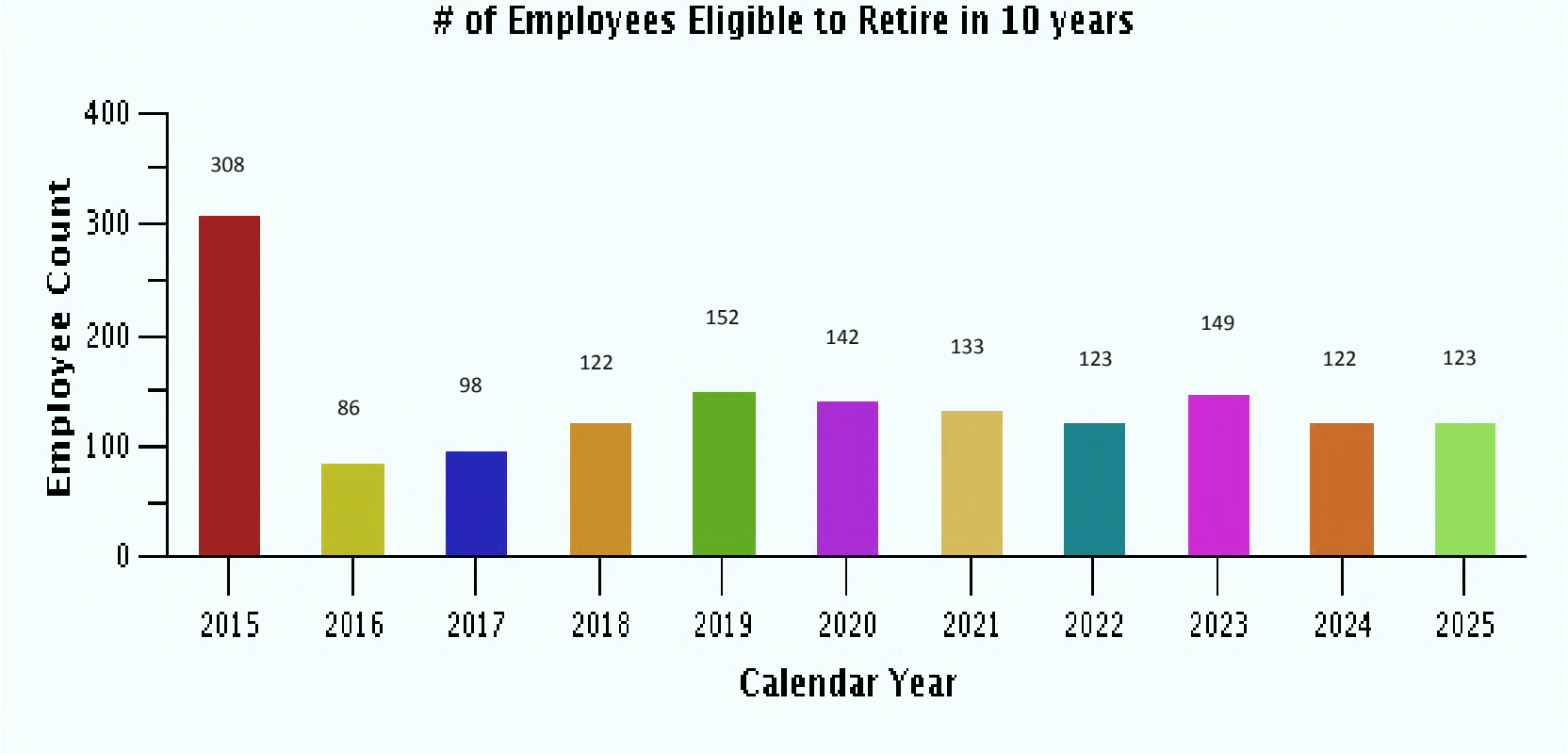




Age Category	Number in Age Range	Percentage	
20 – 29	236	6.4%	
30 – 39	733	20.0%	
40 – 49	1147	31.4%	
50 – 59	1141	31.2%	
60 – 69	385	10.5%	(42% Over 50)
70 – 79	17	0.5%	

City Human Resources Information System March 31, 2015

Employee Retirement Eligibility



Source: City Human Resources Information System March 27, 2015

Positions Filled in 2014

374 hires = 10.2% of total City workforce

- 120 females (32%)
- 254 males (68%)

- 103 people of color (27.6%)
  - American Indian = 5 (1.3% of total hires)
  - Asian = 26 (7% of total hires)
  - Black = 43 (11.5% of total hires)
  - Hispanic = 16 (4.3% of total hires)
  - Pacific Islander/Hawaiian = 1 (.3% of total hires)
  - Two or More Races = 12 (3.2% of total hires)
- 271 white (72.4%)

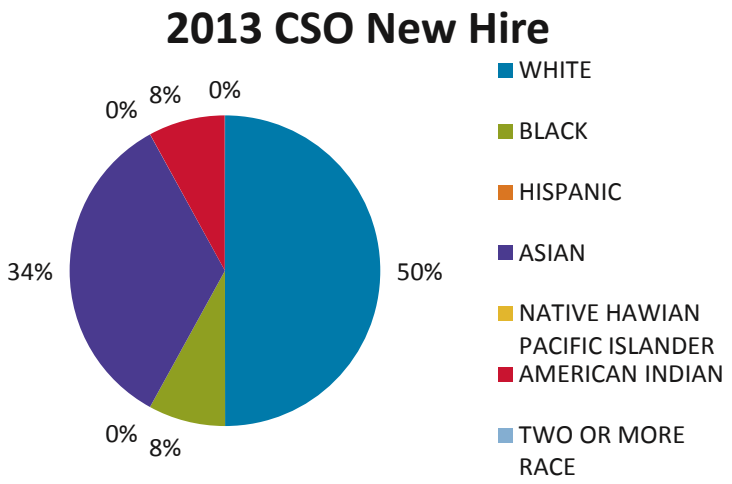
This information contains only new hires (FT, PT, Regular, Seasonal, classified and appointed). It does not include movement of current employees through promotions, etc.

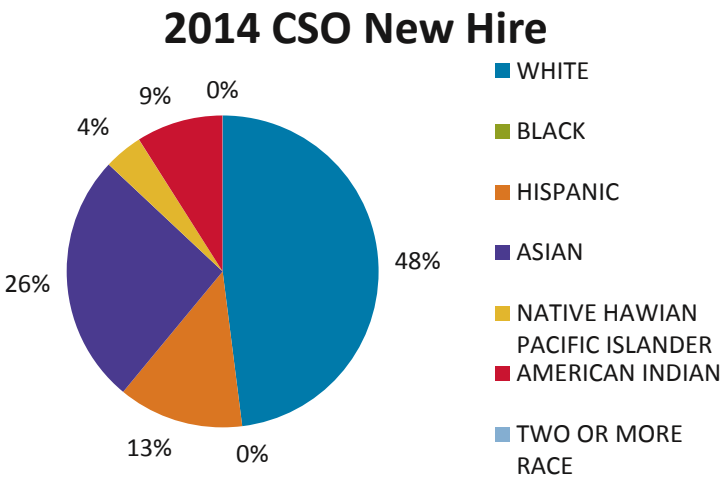
Thinking and Working Differently

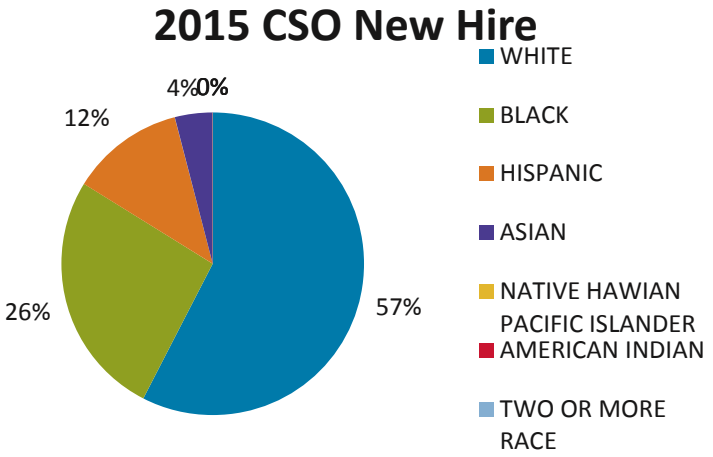
Facing Challenges Head-on

- Police:
  - Community Service Officers.
- Public Works:
  - PW Service Workers.
- Information Technology:
  - Service Desk Agents.
  - Desk-side Support Technicians.
- Internship Programs – Pathways:
  - Urban Scholars.
  - Step-Up Interns.

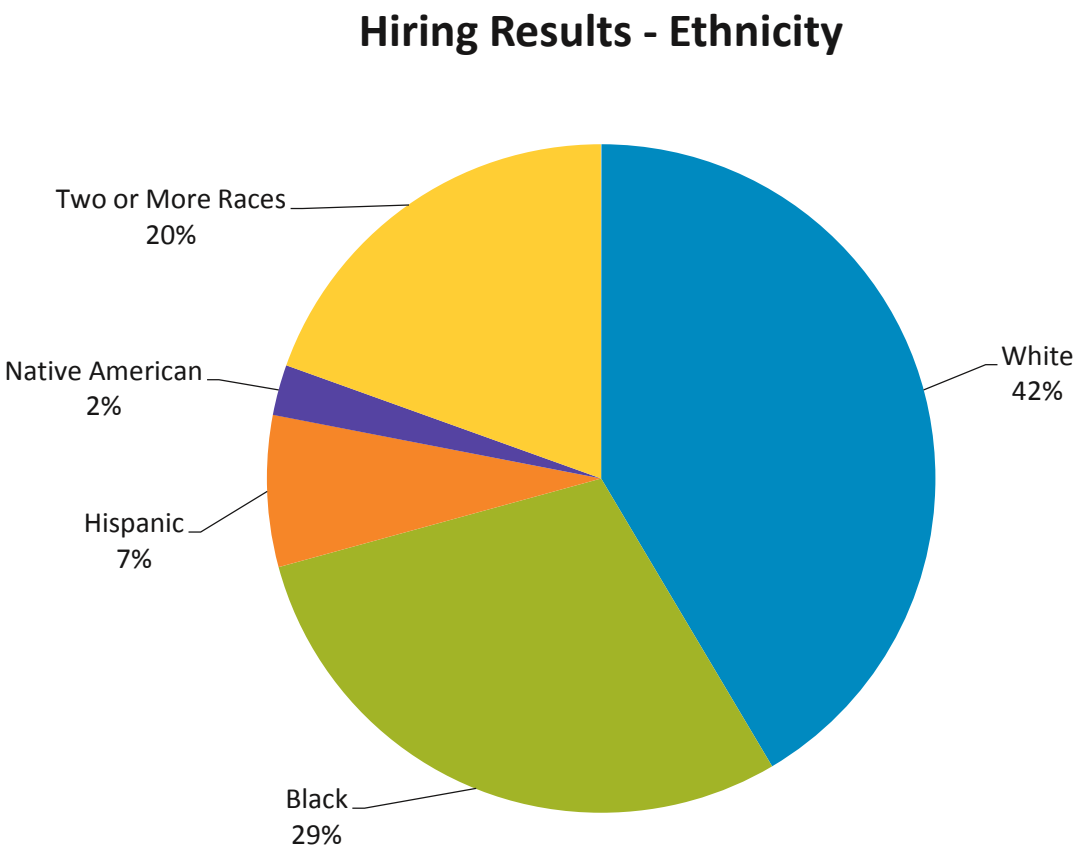
MPD: Community Service Officers







Public Works: PW Service Workers



Thinking and Working Differently

Recruitment Selection Hiring Development Retention

- Identify barriers to recruitment and selection:
  - Position descriptions closely reflect the job.
  - Practices screen people in.
- Work in partnership:
  - Community.
  - City departments.
- Reduce biases in hiring decisions:
  - Supported with training and tools.
- Implement Workforce Planning:
  - Systematic long-term view of staffing.
  - Transition plans: Engage, retain, train/retrain and develop, and attract highly skilled workforce.
  - Affirmative Action Plan.

What is Workforce Planning?

- Having the right number of employees with the right skills and experience in the right jobs at the right time, today and in the future, to meet the City's goals and to best serve our residents.
- Planning for, creating and maintaining a highly engaged workforce.
- Developing a plan that ensures we have a talented workforce that reflects and serves our community.

Why Workforce Planning?

- Avoid skill shortages or overages.
- Increase focus on succession management.
- Transfer knowledge.
- Share lessons learned.
- Build on our successes.

The Workforce Planning Process

How is it Done?

- Assess the current workforce/situation.
- Identify future needs.
- Develop plans for transition.
- Evaluate and monitor progress.

Workforce Planning - Benefits

- One Minneapolis.
- A City that works.
- A great place to live and work.
- What resources are needed for the City?
  - Funding.
  - Technology.
  - People.