

# PRB

## 2008 Workforce Baseline Survey

Final DRAFT - November 19, 2008 (on display at the LMS Transition Workshop)

Item: 1      **I can help employees in other service areas solve problems.**  
OR0164

---

Item: 2      **Managers use the same standards for training all employees.**  
SK0167

---

Item: 3      **Employees can speak their mind at regular meetings without fear.**  
LM0210

---

Item: 4      **New employees go through training/orientation to find out how to do things required of them.**  
TE0151

---

Item: 5      **People share what they know to help everyone improve.**  
IN0159

---

Item: 6      **I can get written guidelines to do my job.**  
TE0148

---

Item: 7      **The resources of my department are well managed.**  
LM0209

---

Item: 8      **WAE employees are treated equally.**  
PE0166

---

Item: 9      **Plans are discussed that might improve our workspace.**  
LA0148

---

Item: 10     **Everyone in the department shares common beliefs about how we do our work.**  
AS0188

---

Item: 11     **Everyone in the department gets a chance to influence goals.**  
AS0186

---

Item: 12      **Promotions are earned through hard work.**  
PE0165

---

Item: 13      **Employees outside my department know of the work that we do for the City.**  
OR0165

---

Item: 14      **Decisions made by teams that do the work, will benefit the department.**  
SK0166

---

Item: 15      **We have surplus equipment that requires disposal.**  
AC0148

---

Item: 16      **I know where to find answers to questions about my job.**  
TE0150

---

Item: 17      **Rumors and gossip are not problems within the department.**  
IN0161

---

Item: 18      **Guidance needed to do my job is available.**  
TE0147

---

Item: 19      **The supervisor encourages me to try new ideas to improve our service.**  
LM0211

---

Item: 20      **The official information we receive is well thought out.**  
IN0160

---

Item: 21      **Decisions are consistent in all divisions.**  
AS0189

---

Item: 22      **Our department's vision is clear.**  
AS0187

---

Item: 23      **Work buildings, spaces, and sites meet our work needs.**  
LA0147

---

---

Item: 24  
SK0164

**Employees know what is expected of them.**

---

Item: 25  
PE0164

**Employees are treated fairly based on the results of their work.**

---

Item: 26  
IN0155

**The work we do is accurately represented to higher levels outside the department.**

---

Item: 27  
ES0152

**My department responds to change quickly.**

---

Item: 28  
AS0190

**Department vision and goals are known by everyone.**

---

Item: 29  
AC0149

**My suggestions are encouraged on the purchase of new equipment.**

---

Item: 30  
LA0149

**ADA (American Disabilities Act) standards are met at all public buildings.**

---

Item: 31  
ES0157

**Compared to other cities, our pay is comparable.**

---

Item: 32  
ES0153

**Employees who do a good job are recognized for it.**

---

Item: 33  
AC0151

**Safety equipment meets our needs.**

---

Item: 34  
TE0152

**My job description is clear.**

---

Item: 35  
ES0150

**Employees who create new products and services are rewarded.**

---

Item: 36      **We do a good job managing records on important issues.**  
IN0157

---

Item: 37      **Employee appraisals are done on time.**  
OR0167

---

Item: 38      **Employees receive both positive and negative feedback from supervisors.**  
IN0158

---

Item: 39      **Required training effectively prepares me to do my job.**  
SK0165

---

Item: 40      **I get the information I need to do my job well.**  
IN0156

---

Item: 41      **My department is proud of what it does.**  
ES0151

---

Item: 42      **My department does a good job keeping the best employees.**  
AS0185

---

Item: 43      **With respect to my pay, I am satisfied.**  
ES0156

---

Item: 44      **The official evaluations of the work I do are accurate.**  
OR0166

---

Item: 45      **The department has growth potential.**  
ES0154

---

Item: 46      **Contract workers are held to the same standard as City employees.**  
ES0155

---

Item: 47      **Needed equipment (tools, etc.) is available to get the job done.**  
AC0150

---

---

Item: 48  
LM0212

**Those in authority attend training to prepare them for their role.**

---

Item: 49  
TE0149

**When a better way to do something is found, guidelines are quick to change.**

---

Item: 50  
LM0054

**I am empowered to do my job.**

---

Item: 51  
LM0060

**People are held accountable for the work they are expected to do.**

---

Item: 52  
PE0016

**There are enough people in the organization to perform the kinds of projects expected of the organization.**

---

Item: 53  
PE0084

**Open positions are filled in a timely manner.**

---

Item: 54  
SK0108

**Staff is effectively trained to provide help in the absence of key personnel.**

---

Item: 55  
TE0025

**Policies are clearly written so that they can be understood.**

---

Item: 56  
SK0168

**Opportunities to join professional organizations or attend workshops are welcomed and funded.**

---

Item: 57  
SK0169

**Trainers are consistent in the skills they develop among employees.**

---

Item: 58  
END ITEM  
No Scale

**Please, comment on anything that you believe will improve the quality of work life for P & R staff.**

---

