










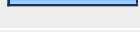



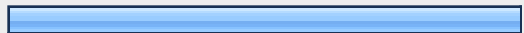

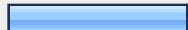
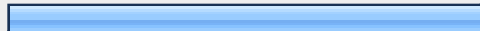


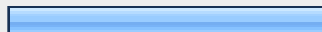
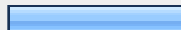





Employee Appraisal System - Employee Questionnaire

1. Please identify your department or agency			
			Response Count
AIMS	<input type="checkbox"/>		9
Airport Commission	<input type="checkbox"/>		3
Appraiser	<input type="checkbox"/>		60
BOCC	<input type="checkbox"/>		8
Budget & Financial Planning	<input type="checkbox"/>		6
Corrections	<input type="checkbox"/>		154
County Manager's Office	<input type="checkbox"/>		15
Court Services	<input type="checkbox"/>		17
Developmental Supports	<input type="checkbox"/>		91
District Attorney	<input type="checkbox"/>		42
District Court Trustee	<input type="checkbox"/>		16
District Courts	<input type="checkbox"/>		15
Election Commission	<input type="checkbox"/>		14
Emergency Communications	<input type="checkbox"/>		18
Emergency Management	<input type="checkbox"/>		2
Environmental	<input type="checkbox"/>		29
Extension Council	<input type="checkbox"/>		5
Facilities	<input type="checkbox"/>		52
Financial Management	<input type="checkbox"/>		32
Human Resources	<input type="checkbox"/>		17
Human Services Department	<input type="checkbox"/>		52
Public Works	<input type="checkbox"/>		76
ITS	<input type="checkbox"/>		30

JIMS			7
Law Library			1
Legal			12
Library			131
Med Act			44
Mental Health			157
Museum			6
Parks & Recreation			32
Planning, Development, & Codes			4
Public Health			83
Records & Tax Administration			31
Sheriff			338
Transit			8
Treasurer			36
Wastewater			92
		answered question	1,745
		skipped question	0

2. Civil Service or Non-Civil Service?			
		Response Percent	Response Count
Civil Service		78.9%	265
Non-Civil Service		21.1%	71
		answered question	336
		skipped question	1,409






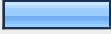


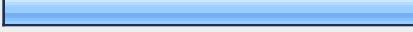


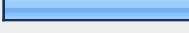
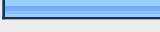
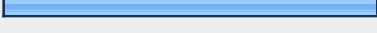
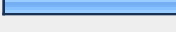
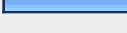

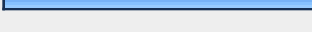

3. Do you supervise employees?			
		Response Percent	Response Count
Yes		27.5%	473
No		72.5%	1,250
		<i>answered question</i>	1,723
		<i>skipped question</i>	22

4. How many employees do you directly supervise?			
		Response Percent	Response Count
1 - 5		48.5%	215
6 - 10		26.6%	118
10 - 15		12.9%	57
16 - 20		4.7%	21
21 - 25		2.9%	13
26 - 30		2.0%	9
30+		2.3%	10
		<i>answered question</i>	443
		<i>skipped question</i>	1,302

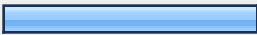

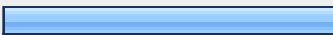
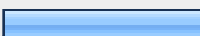
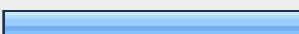


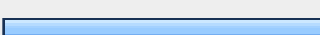


5. As a supervisor, rate how important the following features are to you in an improved employee evaluation process.						
	High Priority	Important	Not as Important	Low Priority	Rating Average	Response Count
Flexibility to customize by department / agency	43.4% (188)	49.2% (213)	6.2% (27)	1.2% (5)	3.35	433
Automated tracking of employee performance and behavior (ability to enter both positive and negative observations throughout the year to aid in the formal evaluation)	33.3% (143)	56.7% (244)	8.6% (37)	1.4% (6)	3.22	430
Ability to insert comments with each section of appraisal form	33.9% (146)	54.3% (234)	10.9% (47)	0.9% (4)	3.21	431
Ability to develop one plan template that could be used for multiple employees in the same type of position	38.8% (167)	48.1% (207)	10.7% (46)	2.3% (10)	3.23	430
Consistent employee rating standards applied across the County	42.2% (181)	35.7% (153)	16.6% (71)	5.6% (24)	3.14	429
Training on how to use the appraisal system	44.9% (192)	43.5% (186)	10.0% (43)	1.6% (7)	3.32	428
Training on how to conduct evaluations with employees	31.0% (133)	43.6% (187)	21.9% (94)	3.5% (15)	3.02	429
	<i>answered question</i>					434
	<i>skipped question</i>					1,311

6. Johnson County will use behavioral expectations as part of the employee appraisal system. This will measure how employees do their job. For example, "Customer Service" is a behavioral expectation that could be defined as "Employee looks for opportunities to discover and meet the needs of internal and external customers."

If you consider the County as a whole, what five behaviors do you believe are the most important in how all employees do their job?

		Response Percent	Response Count
Commitment to the County's Mission		21.3%	320
Communication		57.8%	867
Conscientious		10.2%	153
Customer Service		44.1%	661
Decision Making		17.2%	258
Flexibility		16.1%	242
Humor		10.7%	160
Initiative		17.3%	259
Integrity / Honest		63.3%	949
Making good use of resources		17.5%	262
Managing Conflict		7.9%	119
Positive / Constructive Approach		28.5%	427
Problem Solving		23.9%	359
Reliability/ Accountability		57.3%	860
Respectful		26.3%	395
Safety		18.9%	284
Seeks Continuous Improvements		9.6%	144
Teamwork / Collaboration		47.7%	715
Other (please specify)		1.3%	19
Work Attendance Effectiveness Efficiency Consistency Professionalism All are important and beneficial		answered question	1,500
		skipped question	245

7. If you consider managers and executives in the County, please indicate up to four additional behaviors you believe are the most important in how they do their job.

		Response Percent	Response Count
Advocating for Agency /Department		39.0%	580
Building Trust		52.3%	777
Developing Employees		51.0%	758
Ensuring Fiscal Responsibility		30.1%	447
Holding Employees Accountable		45.6%	678
Motivating Others		47.0%	699
Thinking / Planning Strategically		46.9%	698
Teaching / Coaching		48.8%	725
Valuing Diversity		13.2%	197
Other (please specify)		6.9%	103
Fairness Honesty Accountability Confidentiality Consistency Lead by example Effective Communication Ask for employee feedback, listen & value input Understanding job of direct reports		<i>answered question</i>	1,487
		<i>skipped question</i>	258

8. Rate how important the following features are to you in an improved employee evaluation process.						
	High Priority	Important	Not as Important	Low Priority	Rating Average	Response Count
Ability to self-rate your performance	19.8% (296)	51.6% (771)	22.4% (334)	6.2% (92)	2.85	1,493
Ability to provide your comments/feedback on review	39.5% (591)	52.6% (786)	7.0% (104)	0.9% (14)	3.31	1,495
Ability to receive feedback on behavior	41.2% (614)	54.0% (806)	4.2% (63)	0.6% (9)	3.36	1,492
Ability to receive feedback on work tasks	42.7% (636)	53.4% (795)	3.6% (54)	0.3% (5)	3.38	1,490
Clear definition of performance expectations	70.0% (1,044)	28.3% (422)	1.6% (24)	0.1% (2)	3.68	1,492
Clear definition of ratings used in evaluations	59.9% (894)	36.2% (540)	3.5% (52)	0.4% (6)	3.56	1,492
Ability to record and update your accomplishments throughout the year	33.2% (497)	49.6% (742)	15.3% (228)	1.9% (28)	3.14	1,495
Consistent approach and format used across the County	30.6% (457)	38.4% (574)	23.5% (351)	7.5% (112)	2.92	1,494
Online/automated computer based program	17.2% (256)	39.0% (582)	32.1% (479)	11.7% (174)	2.62	1,491
Paper version of employee evaluation	10.5% (157)	29.8% (444)	40.9% (610)	18.8% (281)	2.32	1,492
	answered question					1,500
	skipped question					245

9. Other comments or suggestions regarding the appraisal forms or process?	
	Response Count
	265
	answered question
	265
	skipped question
	1,480