

WISE Water Intrapreneurs

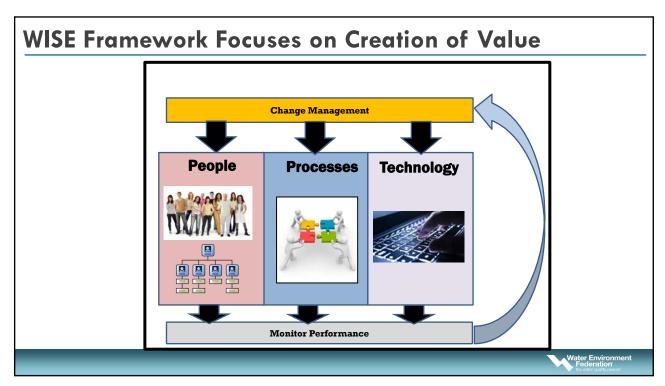
People. Process. Technology.

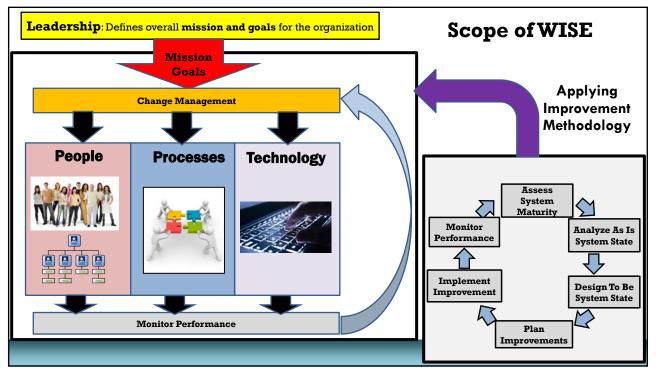
# Welcome!

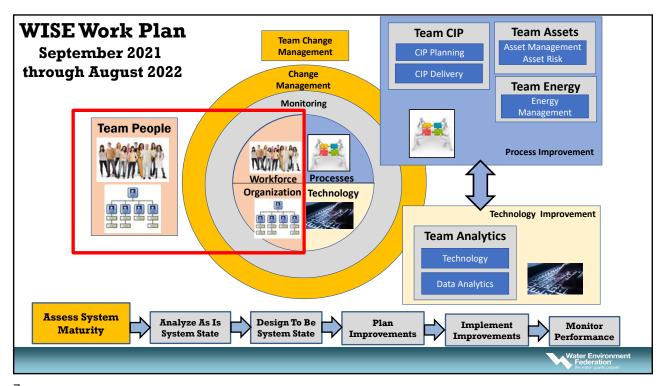
**Don't Forget About People** 

Jackie Jarrell
Charlotte Water
Deputy Director

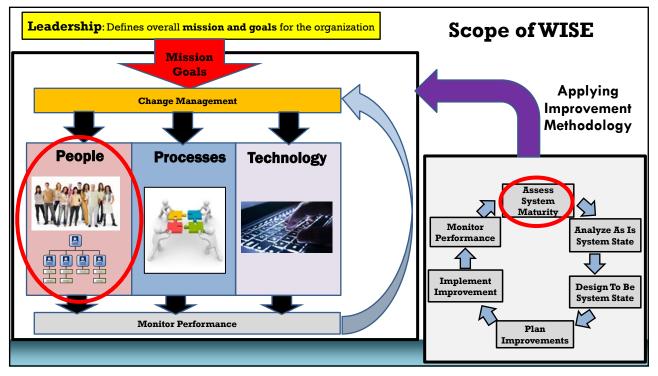
Water Environment Federation







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# People First

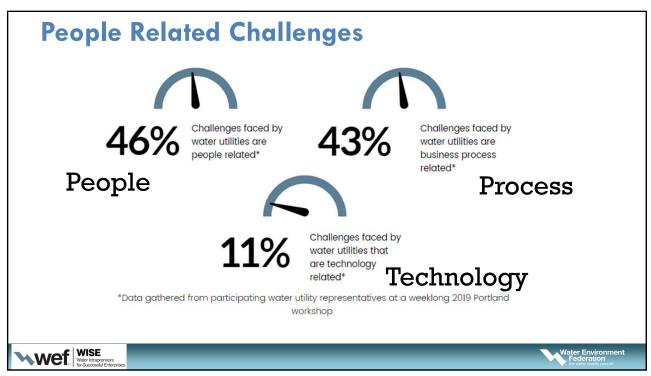


Leisa Thompson General Manager Metropolitan Council Environmental Services





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# We Need to Change



You can't solve today's problems with the same thinking that created them Einstein

Progress is impossible without change and those who cannot change their minds cannot change anything



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# Are We Asking the Right Questions?

30%

Success with Change Initiatives

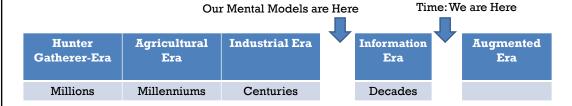
30%

**Engagement Scores** 



#### Why Do Leaders Need to Get Comfortable with Adaptation?

• The slowest rate of change is happening now

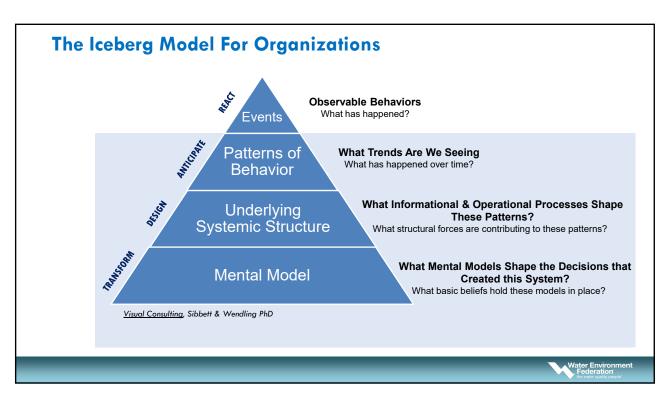


- Our mental models are already behind
- What mental models are we carrying that need to be unlearned?
- What leader habits reflect an outdated mental model?

The Adaptation Advantage by McGowen, Shipley

Water Environment Federation the water quality people\*

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# **Culture = Shared Everyday Habits**

Organizational culture is shown in:

Culture is the lingering effect of every interaction.

• **How** we do our work

- Torben Rick
- How we treat our employees and customers
- How we make decisions
- The degree of freedom for personal expression
- How power and information flow through the hierarchy



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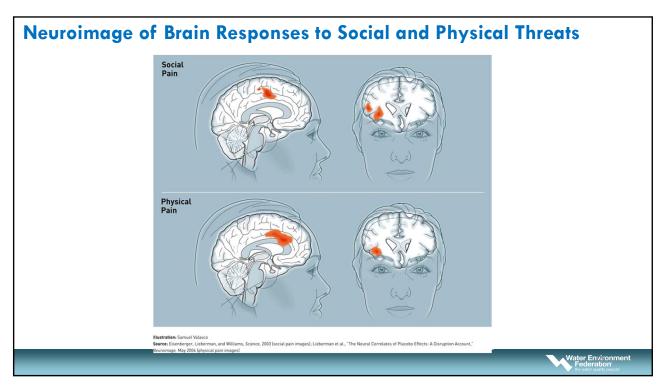
# **Psychological Safety and Performance**

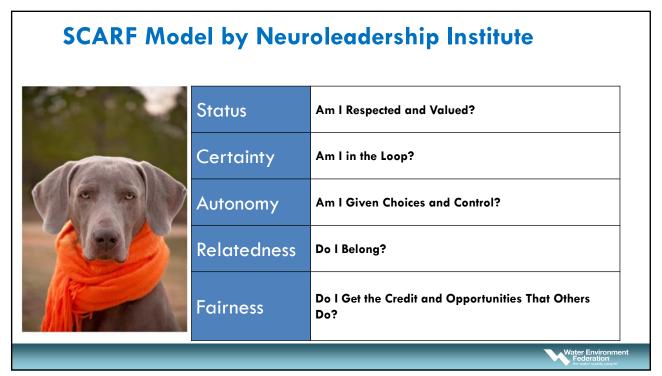
Amy Edmonson, Fearless Organizations

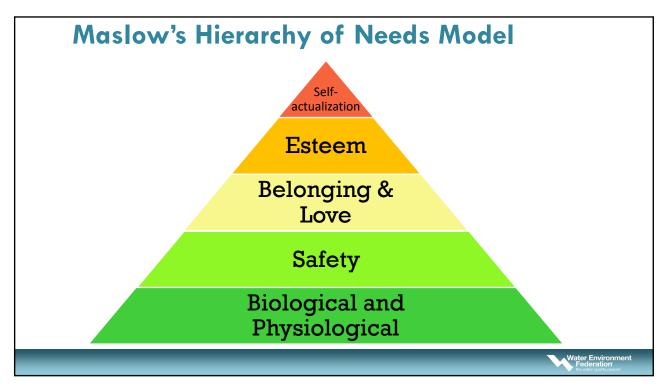
Psychological safety refers to the experience of feeling able to speak up with relevant ideas, questions or concerns

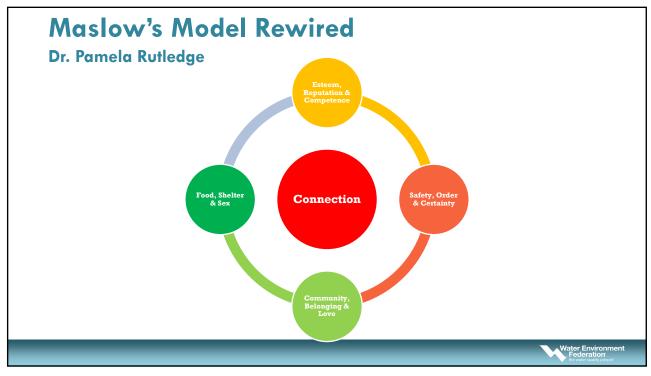
	Low Standards	High Standards
High Psychological Safety	Comfort Zone	Learning & High Performance Zone
Low Psychological Safety	Apathy Zone	Anxiety Zone

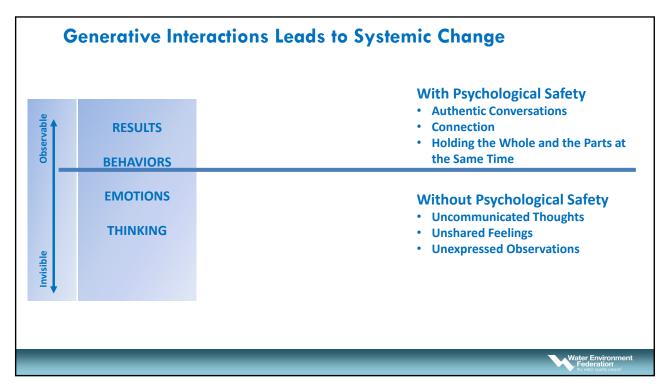


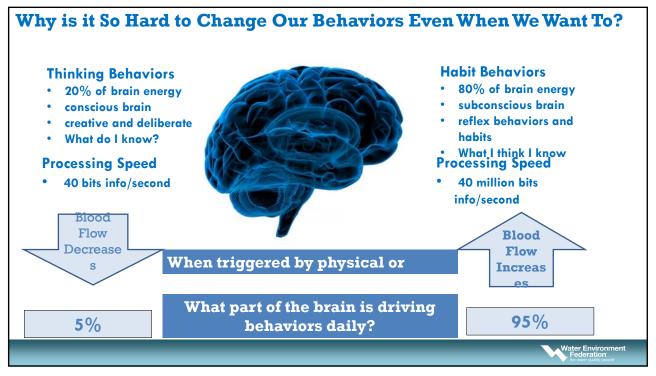
















People Working Together Toward a Common Goal

> Water Environment Federation

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Kaisra Osman Asset Management Professional Greatlakes Water Authority



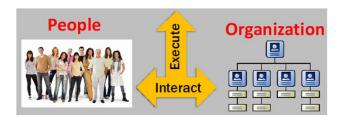
Organizational Culture & Workforce Maturity Assessment Model Development Process



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# **Overview**

- The Framework
- Collaboration Process
- Maturity Model



Organizational Culture & Workforce Maturity Assessment Model Development Process

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#### The Framework - Goal

Gather, manage and interpret feedback and information efficiently and develop an assessment tool that is versatile and usable across a spectrum of water utilities.



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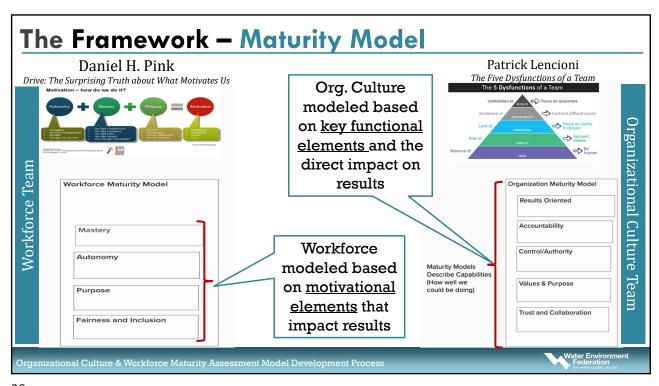
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# The Framework - Development

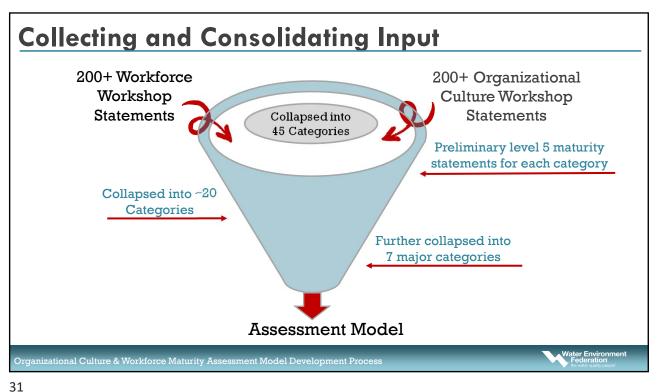
- 1. Team Membership/development
  - Workforce
  - Organizational Culture
- 2. Established a Core Team
- 3. Multiple Workshops focus
  - Develop level 5 maturity statements
  - Identify actions needed to reach maturity
- 4. Assessment of actions/statements collected during workshops
- 5. Combined the two teams and collated statements
- Collaboration on survey questions to build the assessment model



Organizational Culture & Workforce Maturity Assessment Model Development Process







# **Final Seven Categories**

- 1. Organizational Strategy and Performance
- 2. Organizational values
- 3. Responsibility and Accountability
- 4. Employee Engagement
- 5. Teamwork and Collaboration
- 6. Reward and recognition
- 7. Communication and Feedback

Further refined <u>level 5</u> Maturity statements for each category

Organizational Culture & Workforce Maturity Assessment Model Development Pr





Reviewed several available surveys such as the Office of Personnel Management (OPM) & Society for Human Resource Management (SHRM) as reference documents to develop the assessment statements.

Responses on Likert scale
From Strongly Disagree to Strongly Agree

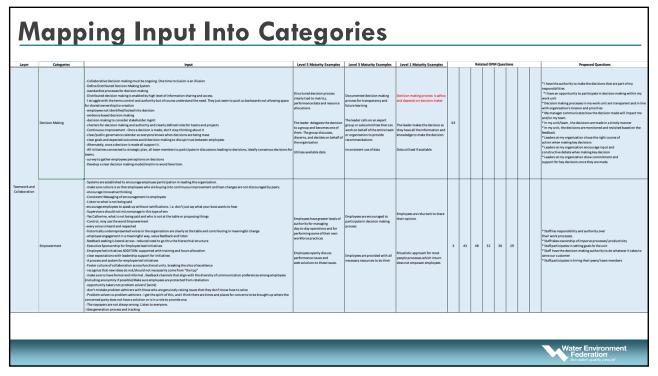
Tier 1: 18 Statements
Tier 2: follow-Up to Tier 1

Tier 4: 18 Statements

Tier 5: follow-Up to Tier 1

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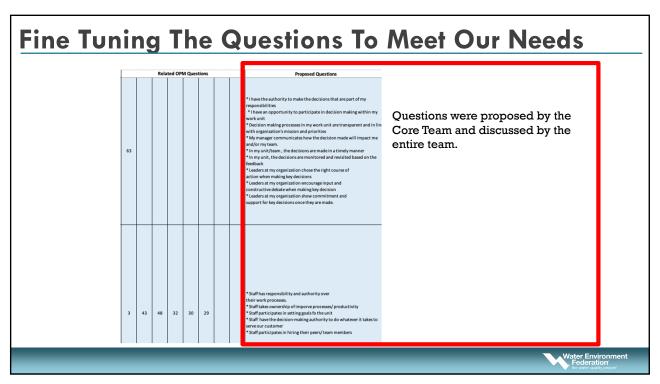
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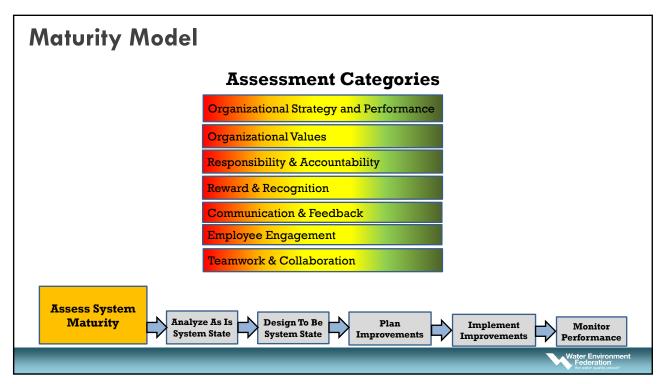
Layer	Categories	Input
	Decision Making	- Collaborative Decision making must be ongoing. One time inclusion is an illusion - Define Distributed Decision Making System - standardize processes for decision making - Distributed decision making is enabled by high level of information sharing and access I struggle with the terms control and authority but of course understand the need. They just seem to push us backwards not allowing space for shared ownership/co-creation - employees not identified/locked into decision - evidence-based decision making - decision making to consider stakeholder mgmt - charters for decision making and authority and clearly defined roles for teams and projects - Continuous improvement - Once a decision is made, don't stop thinking about it - clear/public governance calendar so everyone knows when decisions are being mase - clear goals and expected outcomes avoid decision-making to disrupt trust between employees - Alternately, once a decision is made all support it All initiatives connected to strategic plan, all team members to participate in discussions leading to decisions, ideally consensus decisions for teams survey to gather employees perceptions on decisions - Develop a clear decision making model/matrix to avoid favortism.
ork and eration		- Systems are established to encourage employee participation in leading the organization.  - make sure culture is so that employees who are buying into continuous improvement and lean changes are not discouraged by peers.  - encourage innovative thinking  - Consider Messaging of encouragement to employees.

Layer	Categories	Input	Level 5 Maturity Examples	Level 3 Maturity Examples	Level 1 Maturity Examples
	Decision Making	- Collaborative Decision making must be ongoing. One time inclusion is an illusion - Define Distributed Decision Making System - standardize processes for decision making - Distributed decision making is enabled by high level of information sharing and access Listruggle with the terms control and authority but of course understand the need. They just seem to push us backwards not allowing space for shared ownership/co-creation - employees not identified/locked into decision - employees not identified growing and authority and clearly defined roles for teams and projects - charter of edicision making and authority and clearly defined roles for teams and projects - Continuous improvement - Once a decision is made, don't stop thinking about it - clear/public governance calevaled as overyone knows when decisions are being mass - clear goals and expected outcomes avoid decision-making to disrupt vast between employees - Alternately, once a decision is made ali support it All initiatives connected to strategic plan, all team members to participate in discussions leading to decisions, ideally consensus decisions beween the properties of the	Structured decision process clearly tied to metrics, performance data and resource allocations The leader delegates the decision to a group and becomes one of them. The group discusses, discernis, and decides on behalf of the organization Utilizes available data	Documented decision making process for transperancy and future learning  The leader calls on an expert group or subcommittee that can work on behalf of the entire team or organization to provide recommendations inconsistent use of data	Decision making process is adhand depends on decision maker  The leader makes the decision at they have all the information an knowledge to make the decision and the decision and the decision makes the decision and the decision and the decision makes the decision and the decisi
eamwork and		Systems are established to encourage employee participation in leading the organization.     -make sure culture is so that employees who are buying into continuous improvement and lean changes are not discouraged by peers.     -encourage innovate thinking.     -consistent Meaning of procuragement to employees.			

Layer	Categories	Input	Level 5 Maturity Examples	Level 3 Maturity Examples	Level 1 Maturity Examples	ı		Rela	ted OP	M Ques	tions	
	Decision Making	Collaborative Decision making must be ongoing. One time inclusion is an illusion  - Define Distributed Decision Making System  - Define Distributed Decision Making System  - Distributed decision making is enabled by high level of information sharing and access.  - Distributed decision making is enabled by high level of information sharing and access.  - Intrugile with the terms control and authority but of course understand the need. They just seem to push us backwards not allowing space for shared coverably loc creation and interest of the shared of the s	Structured decision process clearly talk to metrics, performance data and resource allocations.  The leader delegates the decision to a group and becomes one of them. They grow global decision to a group and becomes one of them. They grow global decision to the organization.  Utilizes available data	Documented decision making process for transperancy and future learning. The leader calls on an expert group or subcommittee that can work on behalf of the entire team organization to provide recommendations inconsistent use of data.	Decision making process is adhoc and depends on decision maker  The leader makes the decision as they have all the information and knowledge to make the decision Data utilized if available	63						
amwork and of liaboration	Empowerment	-Systems are established to encourage employee participation in leading the organization.  - make are culture is so that employees who are buring into continuous improvement and lann changes are not discouraged by peers.  - encourage intovirus finding.  - the continuous into the continuous into the employees.  - Users to what is not being said.  - Users to what is not being said.  - Users to what is not being said.  - Users to what is not being said who can said the table or proposing things.  - Control, may use the exert finoneument.  - Supervivous should not micromanage in this type of error.  - Face Catherine, what is not being said who is not at the table or proposing things.  - Control, may use the exert finoneument.  - Associating undergreemented voices in the organization are clearly at the table and contributing in meaningful day, value feebscks and ilstem.  - Instructurally undergreemented voices in the organization are clearly at the table and contributing in meaningful day, value feebscks and ilstem.  - Instructurally undergreemented voices in the organization are clearly at the table and contributing in meaningful day, value feebscks and ilstem.  - Instructurally undergreemented voices in the organization are clearly at the table and contributing in meaningful day, value feebscks and ilstem.  - Instructural value feet said contributing in the said of t	Employees have greater levels of authority for managing day-to-day operations and for performing some of their own workforce spractice. Employees openly discuss performance issues and seek solutions to these issues.	Employees are encouraged to participate in decision making process  Employees are provided with all necessary resources to do their	Employees are reductant to share their opinion  Ritualistic approach for most people processes which insturn does not employees	3	43	48	32	30	29	



Layer	Categories	Input	Level 5 Maturity Examples	Level 3 Maturity Examples	Level 1 Maturity Examples			Relat	ted OPI	d Ques	tions			Proposed Questions
	Roles & Responsibilities	- Clear roles and responsibilities defined and understood - Objectives - Objectives - Objectives - particle manifest with a similar defined and responsibles against them - Clear cereptive interleaded bits vision	Staff has clear understanding of their task, responsibilities and how they align with organizational goals	Clearly defined Job descriptions exist but are not practiced consistenly through out the organization	Ambigious roles	6								*Roles and responsibilities are clearly defined, transparent, an understood
Accountability		-Performance is shared with Opposition's Governance on a routine basis  -Performance is shared with Opposition's Governance on a routine basis  -Performance is shared with one of the opposition oppo	Performer a Management precision are institutionalized Salar and unit own the process Marketon receiving and gaing feedbacks part of organizational cultures.	Performance problems are managed . Leaders come the process . Continuous multirate feebback.	Unit and Individual goals are documented. 100 causes and drives the process teelfective and gorandic feetback.	16	15	19	24	25	44	46	50	*May Manager institute meeting to discoust the teach progress.  *May manager is would first consultation on profilems.  *May manager in a would first consultation on profilems.  *May be a second of the second of
	Embedded culture of accountability	-shared disdiffusional repairability, actuarbility, actuarbility and access -capportants for employees to ever principates in standardier & Sucied mentings to that they understand or accountability -commonship is claim regular instruction and performance - Landership you tall behild accountable and performance - Landership you tall behild accountable in personally so that a performance - Landership is claim resultable in personally so that it managers - Resultable soon of the soon	Employees hold self and peers accountable for meetin organizational goals	Laders generate enthrolism among staff for accomplishing shared goals that elevates the team and ensures the organizational success	Dismisses the importance of connection between individual's role and organizational goals	23	24	56	57					"I feet this my supervisor is held accountable for their performance of the second of



# What is unique about this model?

- Developed collaboratively by a cross spectrum of water utilities
- Focused on primary challenges faced by water utilities
- Versatile use for leadership and non-leadership workforce
- Versatile use across the organization or specific departments
- Tier 2 Questions for deeper dive in areas with unfavorable responses to Tier 1 categories
- Includes Glossary of Terms for consistent understanding and interpretation of results



Organizational Culture & Workforce Maturity Assessment Model Development Process

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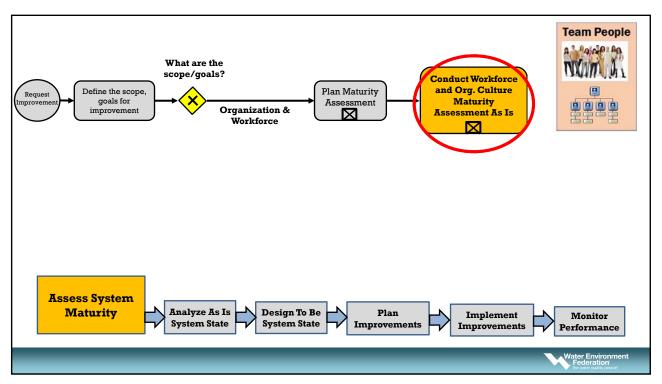
Alice Brawley-Chesworth Portland Bureau of Environmental Services Policy Analyst & Employee Support Lead

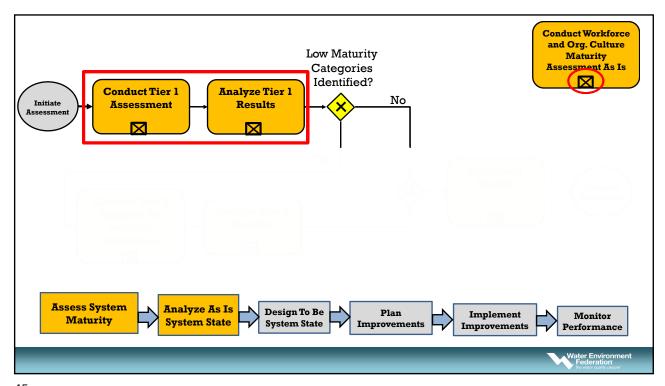
# Workforce and Organizational Culture Assessment

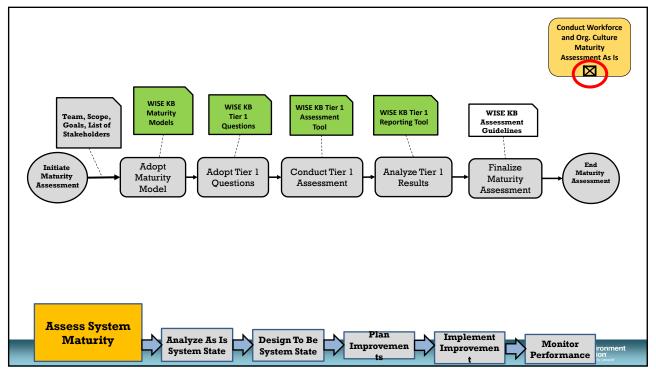


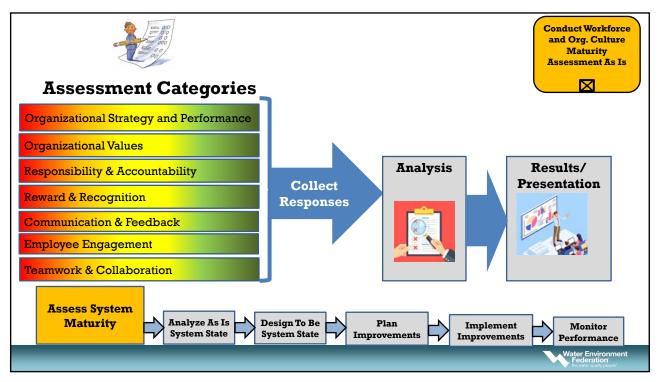


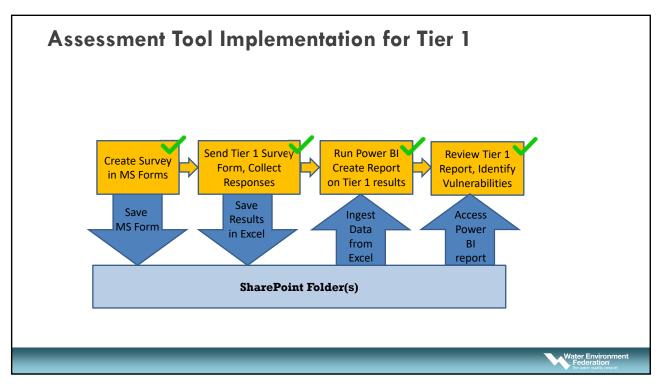
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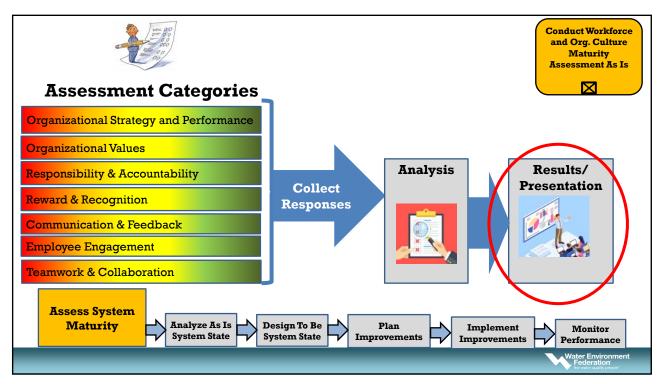








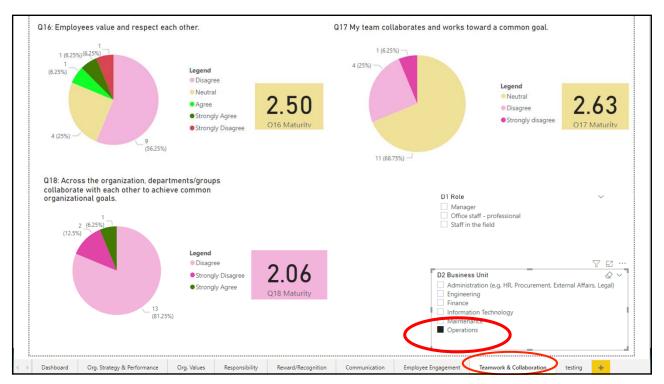
WISE Assessment: People aspect, Tier 1	3. Q1: The organization's Goals, Targets and Key Performance Indicators (KPI) are transparent, broadly communicated, and understood throughout the organization. *      Strongly Disagree
* Required	Olisagree Neutral
1. D1: Please indicate your role in the organization *  Staff in the field	Agree Strongly Agree
Office staff - administrative First line supervisor Manager	4. Q2: My own goals and targets are well defined and understood (I know how my work will be evaluated).  Strongly Disagree
Executive Management     Office staff - professional	Disagree     Neutral
D2: Please indicate the department where you work (the closest description). *     Operations	Agree Strongly Agree
Maintenance     Engineering     Information Technology     Finance     Administration (e.g. HR. Procurement, External Affairs, Legal)	5. Q3: I know how my work relates to the organization's goals. *  Strongly Disagree  Disagree  Neutral  Agree  Strongly Agree

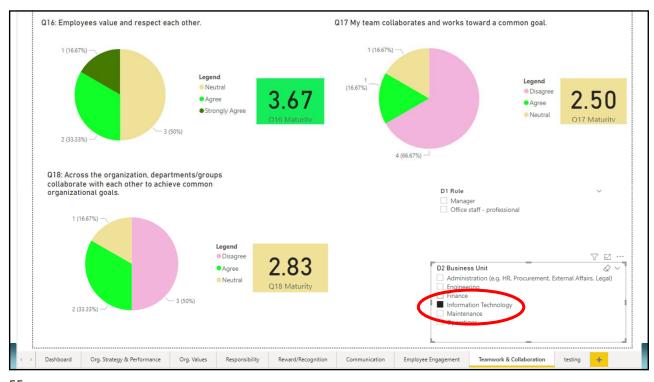


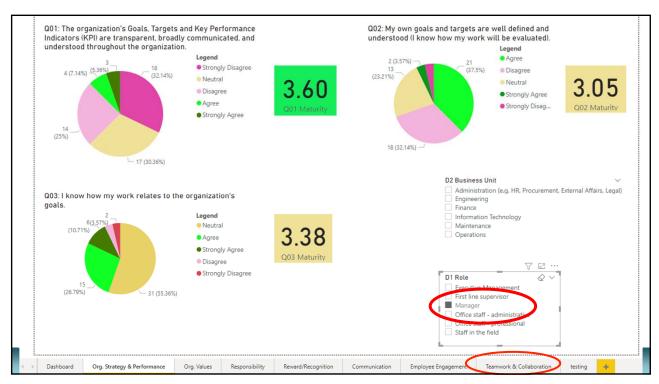




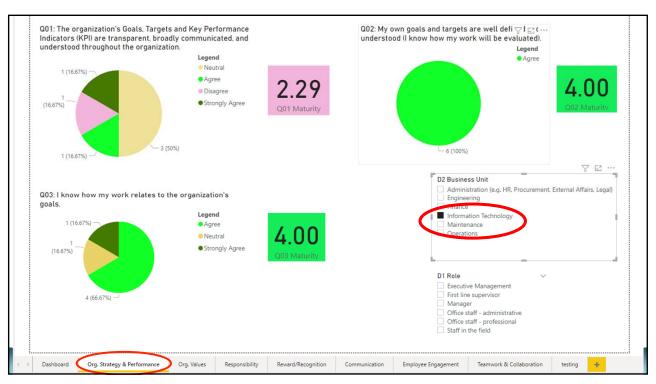


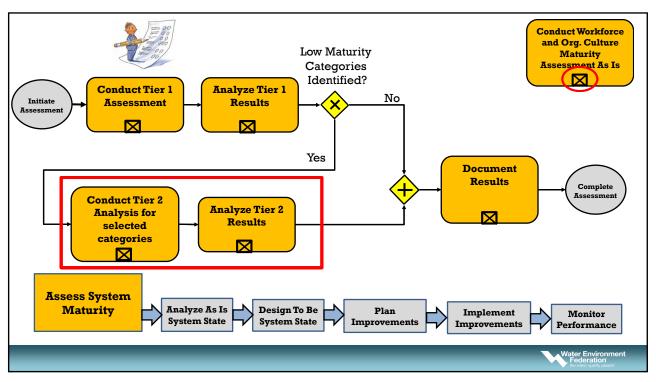




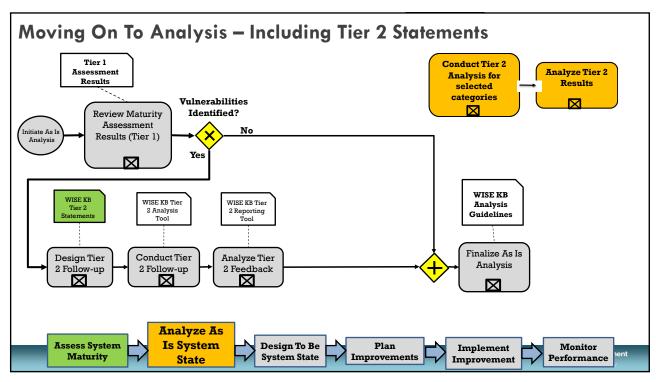


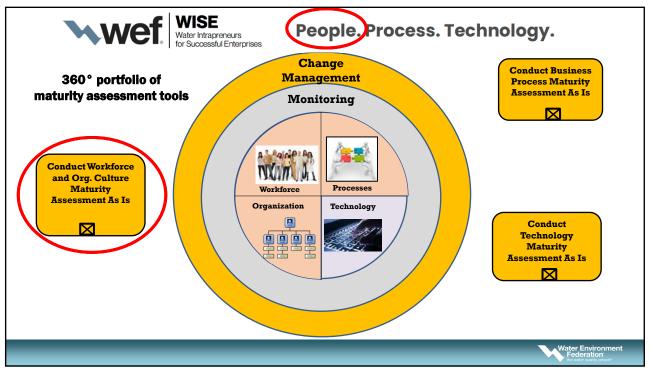






Tier 2 Teamwork & Collaboration	People Tier 2 Communication and Feedback
This survey explores ways to assess and improve teamwork and collaboration in the organization. In a mature organization, people in a team collaborate towards a common goal, and departments/groups across the organization collaborate with each other towards common organizational goals.	These questions explore how organization can improve communication. In a mature organization, employees are satisfied with the information they receive from management and they are comfortable voicing their concerns and opinions to management.
1. T2 T&C Q1 Common goals for my team should be better defined and communicated. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on the utility.  1 2 3 4 5	1.T2 CF QI Information I receive should be more relevant to me. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on my job at the utility.  1 2 3 4 5
2. T2 T&C Q2 Our team should meet regularly to discuss our work and progress towards common goals. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on the utility.	2. T2 CF Q2 Information I receive should be more trustworthy. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on my job at the utility.  1 2 3 4 5
1 2 3 4 5	3.T2 CF Q3 Information I receive should be more accurate. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on my job at the utility.
3. T2 T&C Q3 The organization should facilitate team building activities. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on the utility.	1 2 3 4 5
1 2 3 4 5	4.T2 CF Q4 I would be more comfortable voicing my concerns and opinions if my management was receptive to hearing them and there were no negative ramifications. *  Please indicate if (and how much) this action would lead to improvement. 1 = action is not necessary at all, 5 = action would have very significant positive impact on my job at the utility.
	1 2 3 4 5







### People. Process. Technology.

# Thank You!

#### For more information on the WISE Program:

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Cello Vitasovic <a href="mailto:Cello@9DAnalytics.com">Cello@9DAnalytics.com</a>

https://www.wef.org/wise https://www.wef.org/wise-webcasts <u>Upcoming Webcast</u>:

Change Management: Necessary Ingredients for Success

Wed, April 13, 2022 - 2:00-3:00 PM ET

