

**DGS**

**EXECUTIVE  
OFFICE GOALS**



## Executive Office

### *EQUAL EMPLOYMENT OPPORTUNITY*

*EEO Officer, Michelle Armitage*



#### **Responsibility:**

- Oversees compliance of federal and state civil rights statutes and implementation of regulations and Executive Orders related to DGS employment and services.

## Executive Office

### *EQUAL EMPLOYMENT OPPORTUNITY*

*EEO Officer, Michelle Armitage*



#### **2015 Accomplishment:**

- DGS given ACSED ACES award, as the medium State Employer of the Year for employment of persons with disabilities, based on:
  - Disability representation rate
  - LEAP hiring
  - An active Disability Advisory Committee

# DGS 2016 STRATEGIC PLAN

## Executive Office

### *EQUAL EMPLOYMENT OPPORTUNITY*

*EEO Officer, Michelle Armitage*



#### **Strategic Goals:**

- EEO Office Roundtables for DGS Programs
- Completion and dissemination of EEO Handbook

## Executive Office

### *OFFICE OF AUDIT SERVICES*

*Chief, Rick Gillam*



#### **Audit Types and Staff:**

- Comprehensive External Compliance (6)
- Deleg. Purchasing Authority Compliance (4)
- Systems of Internal Accounting Control (2)
- Other (4)

**Executive Office**

***OFFICE OF AUDIT SERVICES***

*Chief, Rick Gillam*



**Strategic Goals:**

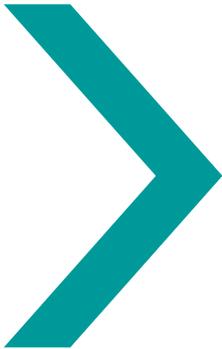
- Collaboratively develop a robust accreditation/compliance audit process with the Procurement Division for the delegated purchasing authority program.

**Executive Office**

***OFFICE OF AUDIT SERVICES***

*Chief, Rick Gillam*

**Strategic Goals:**

- 
- Develop a comprehensive listing of audits and associated budgeted hours and conduct no less than 80 percent of audits within budgeted hours in 2016.

## Executive Office

### *OFFICE OF AUDIT SERVICES*

*Chief, Rick Gillam*



#### **Strategic Goals:**

- Perform a self-assessment review of the Office of Audit Services (OAS) to determine compliance with standards, appraise the quality of OAS' operations, and provide recommendations for improving OAS' compliance with the standards.

## Executive Office

### *OFFICE OF PUBLIC AFFAIRS*

*Deputy Director, Brian Ferguson*



#### **Strategic Goals:**

- Modernize the DGS external website to increase access to information.
- Promote DGS-led sustainability efforts in the news media by hosting at least four media events.
- Relaunch the DGS news blog to better highlight services and changes for customers.

# DGS 2016 STRATEGIC PLAN

## Executive Office

### *STRATEGIC PLANNING, POLICY AND RESEARCH*

*Deputy Director, Jason Kenney*

#### **Strategic Goals:**

- 
- Establish an advisory council to provide feedback to the director on DGS policy and program changes.

# DGS 2016 STRATEGIC PLAN

## Executive Office

### *STRATEGIC PLANNING, POLICY AND RESEARCH*

*Research Program Specialist II, Nadia Hoshovsky*



#### **Strategic Goals:**

- Implement a monitoring and reporting program for all DGS strategic plan goals.

## Executive Office

### *STRATEGIC PLANNING, POLICY AND RESEARCH*

*Research Program Specialist II, Jason Tyburczy*



#### **Strategic Goals:**

- Redesign the DGS Survey Program to target specific, objective performance data for each major DGS program

## Executive Office

### ***STRATEGIC PLANNING, POLICY AND RESEARCH***

*Research Program Specialist II, Kam Langham*



#### **Strategic Goals:**

- Complete Phase 1 of 2 of the comprehensive update of the State Administrative Manual.



# 2016 STRATEGIC PLAN

## Executive Office

### *STRATEGIC PLANNING, POLICY AND RESEARCH*

*Statewide Forms Manager, Shelley Nishikawa*



#### **Strategic Goals:**

- Establish a comprehensive, online repository of state forms and eliminate all stock standard forms that can be downloaded and printed.

**DGS**

**LEGISLATIVE  
AFFAIRS**



**DGS**

**OFFICE OF  
SUSTAINABILITY**



## Executive Office

### *SPECIAL PROJECTS*

*Deputy Director, Juan Vasquez*



#### **Current Projects:**

- RESD Capital Outlay – ESCO
- FMD / OBAS – Contract Processing
- PMDB – Soft Costs Review
- OSP – HIPAA Process
- OSP – Cross Functional Team

## Executive Office

### *SPECIAL PROJECTS*

*Deputy Director, Juan Vasquez*



#### **Gov Ops Eureka Academy – Lean:**

- Focus is on delivering value to customer by eliminating waste, reducing unnecessary workload
- Positive impact on employee morale
- Change becomes part of the culture
- Data driven
- Customer Focused