

Employment Opportunities Plan

Fiscal Year 2024

Summary of Efforts to Increase Employment of Individuals with Disabilities

In the past year, the Virginia Employment Commission provided training to agency employees regarding Equal Employment Opportunity, the Alternative Hiring Process, and requesting accommodations. This information continues to be included in all New Employee Orientation presentations, and is a part of new employee and supervisor/manager curriculae on the agency's LMS. An increase in total classified employees with disabilities indicates awareness of the Alternative Hiring Process, the process for requesting an accommodation, and the agency's ongoing DOI efforts.

Fiscal Year Workforce Breakdown and Metrics - Employees with Disabilities

(Metrics Reflect Classified Employees Only)

■ Less Than 3.5% ■ 3.6% To 4.9% ■ 5.0% or Greater



95 Total Classified Employees with Disabilities ▲7

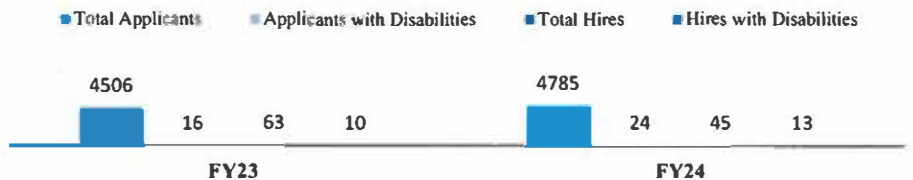
14 ▲4
Are in a Leader or
Supervisory Role

1 ◀▶0
Are in an
Executive Role

34 ▲10
Employees with
Disabilities are
Veterans

FY Agency Applicants / Hires

24 ▲8 Employees with Disabilities Applicants
13 ▲3 Employee with Disabilities Hires



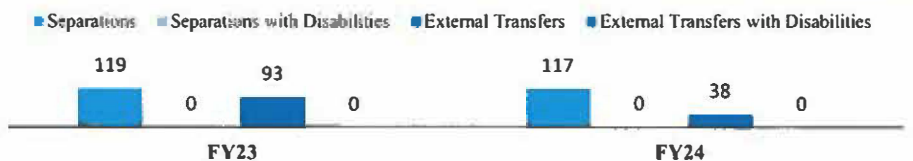
FY Internal Mobility

0 ▼1 Employees with Disabilities Transfers
0 ▼4 Employee with Disabilities Promotions



FY Voluntary Separations

0 ◀▶0 Employees with Disabilities
0 ◀▶0 Employee with Disabilities Transfers



Alternative Hiring Process Metrics:

24 ▲16
Applications Received through the Process

2 ▲1
Individuals Hired Through the Process

0 ◀▶0
Hired Individuals Transitioned to Classified

Agency SWOT Analysis for Employment of Individuals with Disabilities

Brief Overview of SWOT Analysis

In FY 2023, the agency experienced significant layoffs to better align employment numbers to pre-pandemic levels. Following the recent separation into VEC and DWDA on 07/01/2024, the VEC has a unique opportunity to redefine itself. Retention numbers improved during FY24 even though hiring and internal transfers/promotions decreased. The agency's challenges include reaching qualified individuals with disabilities, therefore an opportunity exists to partner with other agencies such as DARS to reach this population. VEC should not lose focus on employee retention and development through programs such as DOI and creating a robust LMS. while also incorporating in-person development and training opportunities.

Strengths

VEC continues to use practices to ensure an equitable recruitment process including DOI initiatives within the agency and

Weaknesses

VEC addressed prior weaknesses from FY23, as well as has made a focused effort to "reboot" the agency's LMS and training program. Weaknesses such as a protracted recruitment process are currently under revision.

Strengths	
<i>Recruitment</i>	<i>Retention</i>
Recruitments use inclusive language + screened for AHP candidates, V3 employer, exploring paid Indeed options.	Avg years of service 10.4 is an increase; building retention strategies into mgr. trainings through DHRM modules on LMS.
<i>Engagement</i>	<i>Learning / Development</i>
EEO training modules have been created and are a requirement in new-hire curricula.	Ongoing HRMS training, LMS has been updated and loaded with training + new hire curricula, hired training developer to create modules.

Weaknesses	
<i>Recruitment</i>	<i>Retention</i>
Recruitment process from beginning to end is too long and risks losing candidates due to delays.	Limited current career progression strategy.
<i>Engagement</i>	<i>Learning / Development</i>
Prior layoffs and agency split created uncertainty among staff of (both) agencies.	Accessible training and development has not been a focus as the training mgr has not been replaced.

Opportunities	
<i>Recruitment</i>	<i>Retention</i>
Develop formal DOI plan for the agency; refine and streamline recruitment processes where possible to reduce delays.	Continued promotion of agency DOI programs and resources.
<i>Engagement</i>	<i>Learning / Development</i>
Increased "whole health" opportunities for employees such as ongoing EAP sessions.	Promote awareness of LMS, accountability for new-hire training curricula, develop new and engaging training modules for staff.

Threats	
<i>Recruitment</i>	<i>Retention</i>
Competition from private and public employers/ salaries/ WFH options,	Competition from private and public employers/ salaries/ WFH options.
<i>Engagement</i>	<i>Learning / Development</i>
Public perception. Agency appreciation events contingent upon funds.	Funding will reduce the ability to host in-person training.

Opportunities

Creation of an AHP module for manager review, as well as streamlining the recruitment process to reduce delays and attract the best candidates. VEC also has an opportunity to leverage Indeed (paid) as well as a social media presence on LinkedIn.

Threats

External competition for talent is ongoing. Public perception of the agency is, as mentioned, at a unique turning point in which the agency can redefine itself and its mission, thereby making the agency more attractive to prospective candidates.

Upcoming Fiscal Year Action Plan

Objective

The VEC is committed to recruiting, hiring, developing, and retaining people with disabilities.

Action Item: Ensure recruitment engages with social media when possible to promote diversity in recruitment and
◀**MODIFIED**▶ *ensure equal opportunity in hiring practices.*

Action Item: Develop and implement engagement strategies where possible to increase employee engagement
◀**MODIFIED**▶ *and retention.*

Action Item: Create developmental training to increase employee engagement and performance.
◀**MODIFIED**▶

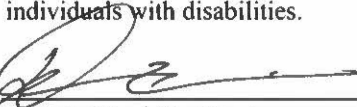
Action Item: Coordinate with other state agencies (VDDHH, VDBVI, DARS, etc.) to participate in job fairs focusing
◀**MODIFIED**▶ *on hiring individuals with disabilities.*

Action Item: Ensure DOI activities continue to address Opportunity within the agency for those with disabilities.
◀**NEW**▶

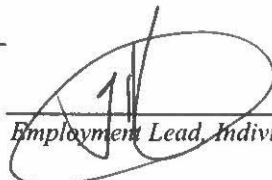
*Objective Progress Summary: **No Update Provided at this Time.***

Statement of Commitment

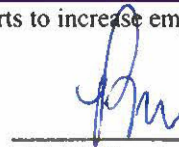
Virginia Employment Commission is committed to the Commonwealth's policy and its efforts to increase employment opportunities for individuals with disabilities.



Agency Head Signature



Employment Lead, Individuals with Disabilities



Human Resource Director

