



Gunston Hall DOI Plan

2025 Agency DOI Goals Update

Goal 1: Access and Success

Objective 1 :

- a. To expand sources for recruiting diverse talent, Gunston Hall's job opportunities are listed on diverse job websites: **Continued Process**
- b. Continue to utilize the "Alternative Hiring Process" (range of roles, both remote and in-person that can be adapted to suit various skills sets and abilities) for people with disabilities: **Continued Process**
- c. Continue to use interview panels that include members of diverse backgrounds and perspectives: **Continued Process**

Objective 2:

- a. Finalize the employee handbook to ensure that new employees are made aware and understand the agency's inclusive principles and practices: **In Process**
- d. Continuing to promote training and development opportunities to all levels of staff: **Continued Process**
- e. Continue to ensure accessibility for diverse needs including but not limited to language access, digital access, and access for individuals with disabilities: **Continued Process**
- b. We will update and monitor our website to make sure we meet the Site improve web accessibility score of 81 or higher per the COV requirements: **In Process**
- c. Continue to collect employee feedback from multiple sources, including surveys, exit interviews, grievances, and hotline investigations and address validated concerns: **Continued Process**

Goal 2: Welcoming and Respectful Culture

Objective 1:

- a. Finalize the employee handbook to promote respect for all individuals and provide clear expectations for collegial interactions and compliance with the *Civility in the Workplace Policy*: ***In Process***
- b. Continue to encourage cross-collaboration and rotational assignments among employees to enrich the employee experience: ***Continued Process***
- c. Continuing to offer events that recognize, value, and honor diversity and independent thinking: ***Continued Process***

Objective 2:

- a. Finalize the employee handbook to provide information on how to address inappropriate workplace behaviors, concerns, and complaints through a standardized process: ***In Process***
- b. Continue to provide training on conflict resolution for all levels of staff: ***Continued Process***

Goal 3: State Agency DOI Infrastructure and Training

Objective 1:

- a. To design processes to openly share DOI resources and best practices across agencies and units.

Objective 2:

- a. Utilize ARMICS processes to optimize the realization of the agency's and/or department's goals: ***In Process***
- b. Review internal policies and approved necessary changes: ***In Process***
- c. Align DOI responsibilities and tasks with other human resources functions and provide a point of contact within the agency's leadership team or human resources department to this office: ***Continued Process***
- d. Engage agency leaders and key stakeholders in reviewing and analyzing reports to identify achievements as well as opportunities: ***In process (surveys)***

Objective 3:

- a. Offer training and workshops for DOE training for all staff levels: ***In process (every first of the year)***
- b. Continue to ensure training programs to all employees, including through multiple modes of facilitation: ***In process (every first of the year)***
- c. Continue to increase training opportunities: ***In process (every first of the year)***

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