

INLAND MARINE TRANSPORTATION SYSTEM (IMTS)

IMTS Info Paper

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IMTS Information Paper

New HR Center of Standardization for IMTS to Open in October

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This is an informal information paper for IMTS employees on the new HR Center.

Special points of interest:

- New center to open in October to help implement the improvement ideas from the 2007-8 NavLocks study.
- The center will not take away work from local CPACs; rather the center will be an added resource for implementing the improvement ideas.
- An open, participative process will be used with opportunities for review and comment on draft outputs.

Send questions, comments or suggestions on the IMTS to this e-mail address:

IMTS@usace.army.mil

The U.S. Army Corps of Engineers (USACE) will open a Human Resource (HR) Center of Standardization in October 2009 to help implement improvements related to the IMTS workforce.

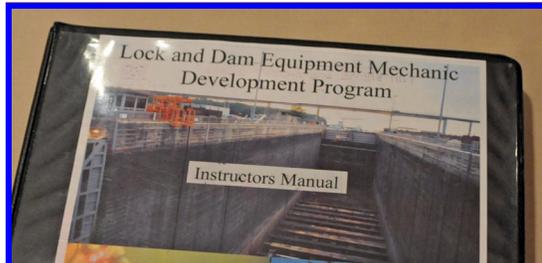
The IMTS was created to implement the improvement ideas that came from the USACE Navigation workforce and industry during a study conducted 2007-8. Many of those improvement ideas related to establishing a consistent, uniform approach to IMTS workforce policies and procedures.

When the study team received so many ideas for improvements in this area, it formed a close working arrangement with

HR experts. This highly successful collaborative effort led to the proposal for a center to provide the critical support needed to implement the HR improvement ideas.

The IMTS Board of Directors approved the establishment of a center after it received the final information on the proposal in September. At a teleconference on 29 Sep 2009, USACE Operations Chiefs suggested that an information paper on the center be distributed to the IMTS workforce.

Questions, comments or suggestions on the center can be sent by e-mail to IMTS@USACE.Army.mil.



Example: sharing "best practices" on training



A new center will be established to help the IMTS implement the HR-related improvement ideas that came from the USACE Navigation Workforce and Industry during a study conducted 2007-8. The center will work closely with the IMTS Working Group and its action teams to implement improvements for the IMTS workforce, especially those related to establishing a consistent, uniform approach.

Strategic Communications on Activities by New Center to Receive Top Priority

Strategic communications will be the top priority for the new HR Center of Standardization for IMTS employees. At a teleconference on 29 Sep 2009 with both division and district Operations chiefs, the importance of strategic communications was stressed.

A communication plan will be developed that includes distributing information by news articles, briefings, e-mails and information on the IMTS web page.

The center will be working closely with the IMTS working group and its action teams on the approved HR-related improvement topics that are listed on page three. The improvements will be implemented in an open, participative process. In particular, draft outputs will be distributed for review and comment.

More details on the communication plan will be worked out at a meeting of the IMTS Working Group in late October.

Role of New Center is to implement improvements, not replace CPACs

The new Human Resource (HR) Center of Standardization will help to implement the improvement ideas that were approved as part of the 2007-8 Navigation Improvement study. Ten of the improvement topics in that study involve the workforce. The IMTS Working Group will need HR expertise from the center to help implement them.

The center will not be taking work away from local CPACs. Rather, the center will be providing resources for the additional work of implementing the improvements.

Many of the improvement ideas involve the development of standard methods or

procedures to provide a more consistent and uniform approach to workforce issues. Also, many of the improvement ideas are related and cannot be done piecemeal. Consequently, the implementation of these ideas will require HR experts at a central location who are dedicated to work on IMTS issues and adopt an IMTS-wide perspective.

A charter was developed for the center. This has been approved by both Sue Engelhardt, the director of Human Resources at USACE and the Director for Civilian Human Resources Agency (CHRA).

A communication plan will be developed for the center during October.



Harry Stone (left) and Linda Newton (center) led the briefing of the USACE Ops chiefs on the new HR Center. Jim Walker, HQ USACE Navigation Business Line Manager, also participated in the briefing.

USACE Ops Chiefs Briefed on New HR Center

The USACE Operations Chiefs were briefed on the new HR Center of Standardization for IMTS on September 29, 2009. Harry Stone and Linda Newton led the briefing.

The briefing was set up at the request of the Operations Chiefs to explain the center's role and answer questions.

Susan Whittington, Division Ops Chief for SAD, said "It helps me understand the intent of the center that this is not going to be a central recruitment cell. I know the IMTS working group has been doing a lot

of great work. My overall concern is that we are communicating properly, particularly for those things that have an impact on funding and resources."

Key actions to follow-up on the briefing were identified. These include incorporating changes in the communication plan to include Operations Chiefs and writing this information paper. Information on the HR-related improvement topics will be provided to Operations Chiefs so they can provide feedback to the IMTS Working Group as the planning for the center continues.

The center will not be taking work away from local CPACs. Rather, it will be providing the resources for the additional work of implementing the improvements.

"The most important thing right now is communication".

*—Bill Chapman, LRD
Operations chief*

How the HR Center Will Function

The HR Center of Standardization will be a virtual team located at Rock Island District. The team will have two HR Specialists with Staffing and Classification expertise. A Labor Relations Specialist will be borrowed from the existing staff at Rock Island District. There will be two Subject Matter Experts from the Operations community on the team.

The virtual team at the HR center will work closely with the IMTS Working Group and its action teams to help implement the improvement ideas from the 2007-8 Navigation Improvement study.

The virtual team will use an open process that is standard practice for all the improvement ideas. Draft documents from the team will be available for review and comment on a public web site by the IMTS workforce and leaders. Of course, comments and suggestions can be sent anytime by e-mail to IMTS@usace.army.mil.

Members from the original Navigation study team will be available to help the center during the transition. Recruitment of the two HR experts is underway. A ribbon-cutting ceremony for the center is planned for late October or early November.

What the HR Center Will Work On

The HR Center will provide the critical HR resources that are needed to implement the HR-related improvement ideas that came from the workforce and industry. Those improvement ideas were grouped into categories or "topics".

The table below lists the ten topics that will require HR expertise to help implement. More information is available on these in the NavLocks study report available on a public web site. To view the

report, go to this link: <http://www.navlocks.usace.army.mil/report.htm>.

For some of these topics, the virtual team at the HR Center will comprise the action team and lead the effort to develop the draft outputs needed to implement the topic. For other topics, the HR Center experts will be members of the action team formed by the Working Group. Further details on the working plan for the center will be produced in November.

BPR #	BPR Improvement Topic Description
#3	Enhance the Hiring Process
#4	Strengthen Leadership & Management
#6	Training & Certification of Lock Staff
#7	Augment Supervisory Skills at Locks & Field Offices
#10	Enhance On-site Supervision
#14	Standardize Position Descriptions
#18	Optimize Shift Schedules
#19	Standardize Staffing & Grade Structure
#21	Improved Alignment of Administrative Tasks
#22	Improve Consistency in the Application of Drug Testing Policies



The IMTS Working Group is committed to an open process...draft documents from the HR center virtual team will be available for review and comment on a public web site by IMTS workforce and leaders.

