

Where's my help?

Many businesses and notably seasonal enterprises are emerging from the stagnating Covid climate to find there is a marked shortage of qualified staff that impedes re-establishing services and impeding renewed growth aspirations. Ports, Harbors and Marinas are faced with these same labor constraints leaving them shorthanded. Managers are inclined to burden themselves and to direct their staff to tackle often unfamiliar tasks and essential duties to keep their facilities up and running safely. Marina staff can only be stretched so far before they start to feel maligned, or your actions exceed labor agreement constraints. What to do? This session will provide insight into how to attract employees, adopt equitable and enabling employment policies and maintain a loyal and productive workforce. This will be a presentation with a roundtable format.

Our roundtable focus will include the following discussion questions:

1. Type of Staff (union, non-union, temporary-short term)?
2. What is the size (quantity) of staff you directly supervise?
3. Average years of service at the marina?
4. Upward mobility is it available?
5. Do you perform staff evaluations each year?
6. Does your supervisor review and sign off on your staff evaluations prior giving it to the staff member?
7. Do you set reachable goals in the evaluation document for your staff?
8. Do you set goal deadline dates in the evaluation document?
9. Is there a mid -point check in meeting on goals and evaluation items with your staff?
10. Do you write warning letters that are consistent for performance issues?
11. Do you write complementary letters for good performance?
12. Do you keep these letters in your manager file, and a copy to HR?
13. Have you given, written, or been involved in a PIP (Performance Improvement Plan) of an employee?
14. How long should a PIP (Performance Improvement Plan) be?

15. What is Progressive Discipline?
16. When you hire, do you use a panel to interview?
17. Is the interview panel a mix of staff, and outsiders of position equal and above the position interviewed?
18. How do you deal with attendance issues (lateness, apparent misuse of sick leave, leaving early)?
19. For the frequent flyer group of attendance issue staff, do you keep a log of all excuses with the managers employee file?
20. How do you handle multiple Leave Requests (vacation or similar) by seniority, ability to operate with less staff, or?
21. How do you reward excellent behavior with your employee's?

The Hosts for this discussion will be:

<p>Molly Bold Westport Business Manager</p> <p>Port of Grays Harbor O- 360-533-9585 C- 360-591-4382 mbold@PortGrays.org</p> 	<p>Scott Grindy Harbor Master CMM, CPE</p> <p>San Francisco Recreation and Park Department City & County of San Francisco San Francisco Marina Small Craft Harbor 1 Marina Green Drive San Francisco, CA 94123 PH: (415) 831.6324 Fax: (415) 775.1060 scott.grindy@sfgov.org</p> 
--	---