



MEETING RECAP + TIPS + HOMEWORK

April 2024

A large, dark teal silhouette of a palm tree on the left side of the slide, with its trunk curving towards the center and its fronds reaching towards the top left.

OASIS

A large, textured orange brushstroke shape that serves as a background for the word "OASIS". The word "OASIS" is written in a dark teal serif font, with the letter "i" replaced by a stylized orange figure of a person with arms raised, matching the one in the Aspire logo.

What We've Accomplished + What We Will Accomplish

CAREER LADDERS

- **Accomplished**

- Job postings being shared with people without agency emails
- Jamestown Community College DSP training (in progress)

- **To Be Accomplished**

- Performance evaluations for all employee's career goals
- Shadowing Program
- Advertising volunteer & stipend opportunities
- Professional Development opportunities

ACCOUNTABILITY

- **Accomplished**

- Better Data Sharing
 - LITMOS list maintenance
 - Implicit Bias
 - Credit Card
- CFL Follow through on corrective actions
- Happy workplace survey
- CFL Performance Reviews and Walk-Throughs
- CFL Reviewed P&P to ensure roles were defined and expectations were clear
- Procedures updated
- OASIS conversations
- Qware + PowerApp committee launched

ACCOUNTABILITY CONTINUED...

- **To Be Accomplished**

- All review updated P&Ps to identify outdated, irrelevant tasks
- Increase hands-on training
- Establish see something, say something culture.
- Open to ideas of efficiency, i.e., Electronic records.
- Consequences of not doing data sharing or mandatory items.
- More positive reinforcements for those demonstrating
- Implement what we do in a crisis with a deadline
- Openness to role changes + Clarity around responsibilities
- More auditing and monitoring
- Work towards consistency in directives and expectations
- Respect, self-awareness, and how we impact each other
- Model accountability, us first

LEADERSHIP & FRONTLINE TRAINING

- **Accomplished**

- OASIS in year 2
- Directors Committee
- HR Education for all divisions
- LITMOS Modules
- Leadership Buffalo
- Outside Aspire leadership training
- Industry analysis with other agencies
- Cross divisional training (Residential & Day Hab)
- Bi-Monthly Workshops
- CILS Frontline Supervisory Training
- Residential Sister Pod & TC Meetings
- CFL Biweekly Meetings

LEADERSHIP & FRONTLINE TRAINING CONT...

- **To Be Accomplished**

- More programming to help learn about Aspire
- Workforce survey
- Supervising with Style
- Manager onboarding
- Project ripple effect
- Share trainings you create or use
- Add technology options
- SDS New Hire Training Video
- Use LITMOS resources more

PERFORMANCE EVALUATIONS

- **Accomplished**

- Directors working on non-DSP
- CFL implemented- Performance Evaluations
- DSP Competence Policy Created

- **To Be Accomplished**

- Sub-committee to consistently roll out DSP comp policy & process created and rolled out
- Look for specific divisions process for DSP competency and roll out
- Finalize + Implement Performance Evaluations
- Planning and Coordination of Performance Evaluations
- Conduct feedback conversations with the team regarding Performance Evaluations
- Buy in from employees

COMMUNICATION

- **Accomplished**

- Weekly newsletter
- More consistent agency messaging
- E&S monthly dashboard
- Directors committee
- Share admin info with directors
- Use of teams and shared folders
- Power apps
- LITMOS training modules

- **To Be Accomplished**

- Providing ideas for newsletters
- Trainings of the month
- Commitment to performance evals
- Standardizing Direct Report templates
- Orientation binders for reference
- Continue creation of Power Apps
- Enhance access to Power Apps
- Increase cross divisional communication

Tips

SHARING WITH YOUR TEAM

Part of the OASIS homework is to bring back what you've learned and share it with your teams across the agency. Here are some tips on how to do that:

- Make OASIS a topic on your team agenda. Ask your team how they have been implementing the OASIS leadership thought process with your work lately. Share your challenges and successes.
- Ask your team: what does OASIS look like at Aspire of WNY?
- Catch your team living OASIS and send them a thank you note to recognize their ability to be “OASIS” at our agency
- Share the recap slides from this presentation and ask for feedback. Do they have any ideas they would like to share?
- Do you have a tip that works for your team? Share with the OASIS email group—we'd love to hear it!

Homework: What's Next?

Reading + Team Follow Up

Thank you for your Q1 2024 participation. Here are your assignments to accomplish before the Q2 meeting:

- Read the second section of the Open Stance book
- Take what you learned at the Q1 meeting and share it with your team
- Gather your team's feedback and be ready to share it at the Q2 meeting
- Share your ideas with the OASIS email workgroup (not required, but encouraged)



THANK YOU!

Aspire
of WNY

OASIS