

MEMORANDUM

TO: Cabinet Secretaries
FROM: Kathleen Sebelius, Governor
DATE: August 21, 2008
SUBJECT: New Performance Management Process

In May, I was joined on the steps of the Statehouse by Legislative leaders and state employees as I signed House Bill 2916 into law and put into place the first overhaul of the State of Kansas compensation system in three decades. That moment was the culmination of work by the State Employee Compensation Oversight Commission, several legislative committees, and many state employees.

Perhaps the most important aspect of the new compensation system is creating new tools to manage performance of employees. HB 2916 and the final report from the State Employee Compensation Oversight Commission each make it clear that under our new system employees are to be managed and evaluated consistently across agencies.

During the first half of 2008, a pair of committees has worked to develop this new Performance Management Process in order to meet the deadlines imposed by HB 2916 and begin implementation of the new compensation system. If you have not yet had an opportunity to review the new process these committees have designed, it can be viewed at <http://da.ks.gov/pmp>

This new system will

- Reward performance in a way that is motivating and engaging
- Create open communication between employees and managers
- Clarify employee goals and how they link to agency priorities
- Establish systems to ensure employees receive regular feedback and coaching
- Review employee performance both formally and informally on a regular basis

As leaders of the State of Kansas workforce, it is up to us to champion this new process and set an example for our employees, so I ask you to fully support the implementation of this new process. We all must provide whatever support possible to ensure that this new process is implemented in an efficient and timely manner.