

Arizona Department of Administration (ADOA) Update By Goal

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Goal 2: Increase awareness and understanding of aging issues and help prepare Arizona for an aging population.

The role of education cannot be underestimated in planning Arizona's future. Education permeates nearly every section of the Aging 2020 Plan. Through education, the fears, myths and misconceptions about aging can be changed so that older adults, businesses, providers and Arizona, as a whole, can be free from artificial barriers that prevent all from realizing the full potential of our changing population.

Objective 2.4: Prepare the state workforce to better serve and address the needs of an aging population.

STRATEGIES	Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
e. Market existing work-life benefits.	ADOA	Work life	Eliminated	ADOA eliminated the Worklife Program in January 2010 due to lack of funding
f. Promote health and wellness initiatives for state employees.	ADOA	Benefits	March 2005 - June 2006	DEC 2010 Benefits will continue to offer programs such as the Flu Vaccine Program and Mammography screens based on availability of funding.
r. Ensure the State Fulfills its Mature Worker Friendly Employer Pledge	ADOA	Work life	Fiscal Year 2011- Fiscal Year 2012	State of Arizona Government was officially certified on October 1, 2010 as an Arizona Mature Worker Friendly Employer.
s. Perform workforce analysis and provide proactive recruitment based on analysis.	ADOA	Work life	Ongoing	Published the 2010 Work force report in September 2010

Goal 5: Strengthen Arizona's economy by capitalizing on an integrated and well-trained informal, paraprofessional, and professional workforce.

With the first wave of Boomers attaining retirement age in 2006, both public and private sectors need to develop work environments and coordinate opportunities that maintain a strong, diverse paraprofessional and professional workforce with strategies that include support for workers and their family members with caregiving obligations.

Objective 5.1: Provide support for families in their efforts to care for their loved ones at home and in the community.

STRATEGIES	Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
c. Offer family care support for state employees.	ADOA	Benefits	Eliminated	The Child Development Center was closed in December 2008 due to lack of funding.

Objective 5.2: Create a stable and well-trained (in aging) workforce sufficient to meet the growing care needs in Arizona.

STRATEGIES	Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
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e.	Fine tune plans to staff the state Veteran Home to be opened in Tucson. (<i>ADOA is a key partner</i>)	ADVS	ADOA, Nursing Roundtable, AZ Military Bases	Fall 2005 until the Home is actually opened (estimated 2008).	An Administrator for the Arizona State Veteran Home with a strong Human Resources background was hired. She will spearhead plans for staffing the Tucson facility. The Director of Nursing has been working with Nursing Roundtable (facilitated by Ricia Allen @ ADOA).
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Objective 5.3: Promote a coordinated workforce development approach between public and private entities to benefit from the capabilities and experience of a mature workforce.

STRATEGIES		Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
a.	Increase the retention rate of older employees. (<i>ADOA is a key partner</i>)	DES	ADOA		Action plan under development
h.	Identify on-the-job training and apprenticeship programs that may be suitable for veterans seeking employment with the State. The veterans can work for the State while obtaining Montgomery GI Bill educational benefits. (<i>ADOA is a key partner</i>)	ADVS	ADOA, US Dept. of Veterans Affairs	Spring 2005 - 2008	Initiated contact with ADOA, Director was discussed at the Governor's Cabinet Meetings. In August, The State Approving Agency met with the Arizona Law Enforcement Association Commission to discuss applicability.

Objective 5.4: Implement human resource policies that balance the needs of state employers with the changing needs of an aging workforce.

STRATEGIES		Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
d.	Collaborate with Department of Administration to provide information about retirement, benefits, and post-retirement opportunities to employees at or near retirement age. (<i>ADOA is a key partner</i>)	ADOH	ADOA	March 2006 - December 2006	
j.	Investigate ways to encourage employee retention (such as flexible work schedules and job shares), minimize turnover through management training programs, and assist managers facing increasing work demands with limited human resources. (<i>ADOA is a key partner</i>)	ADVS	ADOA	Fall 2005 - March 2006	Managers will be enrolled in the new Arizona Government University management training program (STARS) beginning January 2006.
k.	Perform workforce analysis and proactive recruitment.	ADOA	HR/Employment	Ongoing	The ADOA Recruitment Manager provided interview services to Gateway Community College for the Human Services Program, which is tailored for the mature student. The ADOA Recruitment Manager is also involved in the Employability Planning Committee helping provide Employment Opportunities for the disabled community.

l.	Enhance our recruiting efforts for military veterans, retirees and the mature workforce (Previously titled: "Explore recruiting military veterans and retirees")	ADOA	HRD	On Hold	DEC 2010 Placed on hold due to budget reduction and reduction in staff
m.	Explore recruiting military veterans and retirees.	ADOA	HRD	On Hold	DEC 2010 Placed on hold due to budget reductions and reduction in staff.
n.	Develop and provide succession management tools to assist agencies in developing their own staff through training and mentoring programs.	ADOA	HR	On Hold	DEC 2010 Placed on hold due to budget reductions and reduction in staff.
o.	Assess employees' training needs.	ADOA	AzGU	Closed –November 2008 Assessment completed	DEC 2010 • AzGU was closed in February 2008 due to lack of funding
p.	Develop training programs for emerging skills.	ADOA	AzGU	Eliminated	DEC 2010 • AzGU was closed in February 2008 due to lack of funding
q.	Provide variety of training in various formats to meet demands of employees.	ADOA	AzGU	Eliminated	DEC 2010 • AzGU was closed in February 2008 due to lack of funding
r.	Automate recruitment system.	ADOA	Yahoo Hiring Gateway	Complete	Action closed
s.	Establish internship programs for high school and college students.	ADOA	Recruitment	Reopen	The Internship Program "Interns in Action" was launched in Oct 2009. To date, 45 interns have been placed in over 20 state agencies. We have established partnerships with 7 universities/colleges to foster the program. Additionally, we have been successfully integrating the "Mature Student" in the internship program.
t.	Provide part-time work for state employees easing into retirement.	ADOA	Work Life	Eliminated	ADOA eliminated the Worklife Program in January 2010 due to lack of funding
u.	Develop plans for job sharing and continue offering flexible work schedules.	ADOA	Work Life	Eliminated	ADOA eliminated the Worklife Program in January 2010 due to lack of funding
x.	Coordinate with the Department of Administration, as appropriate, and assist in developing retirement transition opportunities for aging state workers. (ADOA is a key partner)	GACA	ADOA, ARS, DES	Start exploration 2008	

Goal 8: Promote effective and responsive management for all aging services.

To adequately serve the growing numbers of older Arizonans, changing the way the State does business must be coupled with identifying and developing new funding mechanisms, innovations in service delivery systems and expanding collaborative efforts among state agencies.

Objective 8.1: Leverage federal funds and use creative financing strategies to provide the necessary resources to address the needs of a growing aging population.

STRATEGIES		Lead Agency	Key Partner	Start/End Dates	Progress/Accomplishments
a.	Create a competitive compensation plan for state employees.	ADOA	HRD Classification and Compensation	On Hold	DEC 2010 Placed on hold due to budget deficit
b.	Use claims utilization review to identify health issue and trends; identify employees' needs and focus programs on those needs; assist in controlling and reducing overall medical costs while improving the health of state employees.	ADOA	Benefits	See 2.4 f	DEC 2010 Changes made to the insurance products in 2009 have had a positive effect in reducing medical trend in 2010. Federal health care reform (PPACA) required certain changes be made to health plans – those implemented effective 1-1-2011 include: removal of life time maximum out of pocket expenses for PPO plan (\$2 million), removal of annual dollar maximums on preventative services (\$1500) now limited to 1 exam per year, hearing aides (\$3000) now limited to one aid per ear per year, dependents may now be covered to the age of 26. The cost share of these additional benefits are being shouldered by the employees.
c.	Increase availability of voluntary benefits such as long term care insurance for state employees.	ADOA	Benefits	Eliminated	DEC 2010 ADOA eliminated the Worklife Program in January 2010 due to lack of funding

<u>Key:</u>	<u>Participating State Agencies and Boards</u>
ABOR	Arizona Board of Regents
ADC	Arizona Department of Corrections
ADHS	Arizona Department of Health Services
ADOA	Arizona Department of Administration
ADOH	Arizona Department of Housing
ADOT	Arizona Department of Transportation
ADVS	Arizona Department of Veterans Services
ASVH	Arizona State Veteran Home
ASRS	Arizona State Retirement System
AG	Arizona Attorney Generals Office
AHCCCS	Arizona Health Care Cost Containment System
AOT	Office of Tourism
ASP	Arizona State Parks
Commerce	Arizona Department of Commerce
DES	Department of Economic Security
DPS	Department of Public Safety
GACA	Governor's Advisory Council on Aging Governor's Office