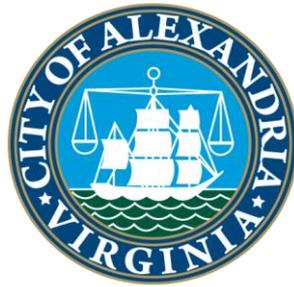


Alexandria City Academy

Session 7

October 23, 2014



Department of Human Resources

**Bill Mitchell
Acting Director**



Human Resources Department

MISSION STATEMENT

Our Mission is to be a fair, competent, professional and responsive strategic human resources partner with all stakeholders of the City of Alexandria, internally and externally, with the ultimate goal of excellence in all we do.



Human Resources Department

Two Divisions

Employee Relations & Talent Management

And

Total Compensation



Human Resources Department

Steve Mason

Assistant Director
Employee Relations & Talent Management

Bill Mitchell

Assistant Director
Total Compensation

22 Human Resources Professionals



Human Resources Department

Employee Relations & Talent Management

Recruitment & Selection

Training & Organizational Development

Actions/Disciplines & Grievances



Human Resources Department

Total Compensation

Benefits

Classification & Compensation

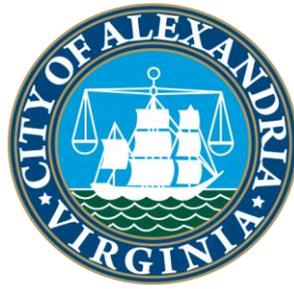


Human Resources Department

Questions?

301 King St., Room 2510
Alexandria, VA 22314
703.746.3777

www.alexandriava.gov/Jobs
www.alexandriava.gov/HR



The Judicial System



James Banks, Jr., City Attorney, City of Alexandria

Lisa Kemler, Chief Judge, Alexandria Circuit Court

Michael Locke, Acting Director, Alexandria Court Service Unit

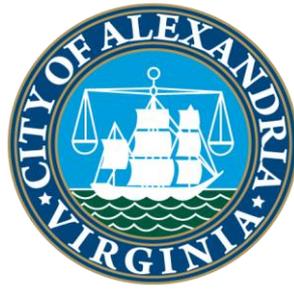
Bryan L. Porter, Commonwealth's Attorney, City of Alexandria

Sarah McElveen, President, Alexandria Bar Association

Melinda Douglas, Public Defender, City of Alexandria



Questions?



Department of General Services

Jeremy McPike, Director



What does General Services do?

General Services provides logistical support to other City departments and agencies. In short, we operate so they can operate.



Vision Statement

“General Services is leadership committed to excellence in customer service, quality management, innovative solutions, and effective teamwork.”



Mission Statement

The Department of General Services provides exceptional management for the City's Real Estate, Property, Fleet and Support Services.

General Services: We are a...

- Facilities manager
- Fleet manager
- Energy manager
- Post office
- Construction manager
- Copy shop
- Landlord



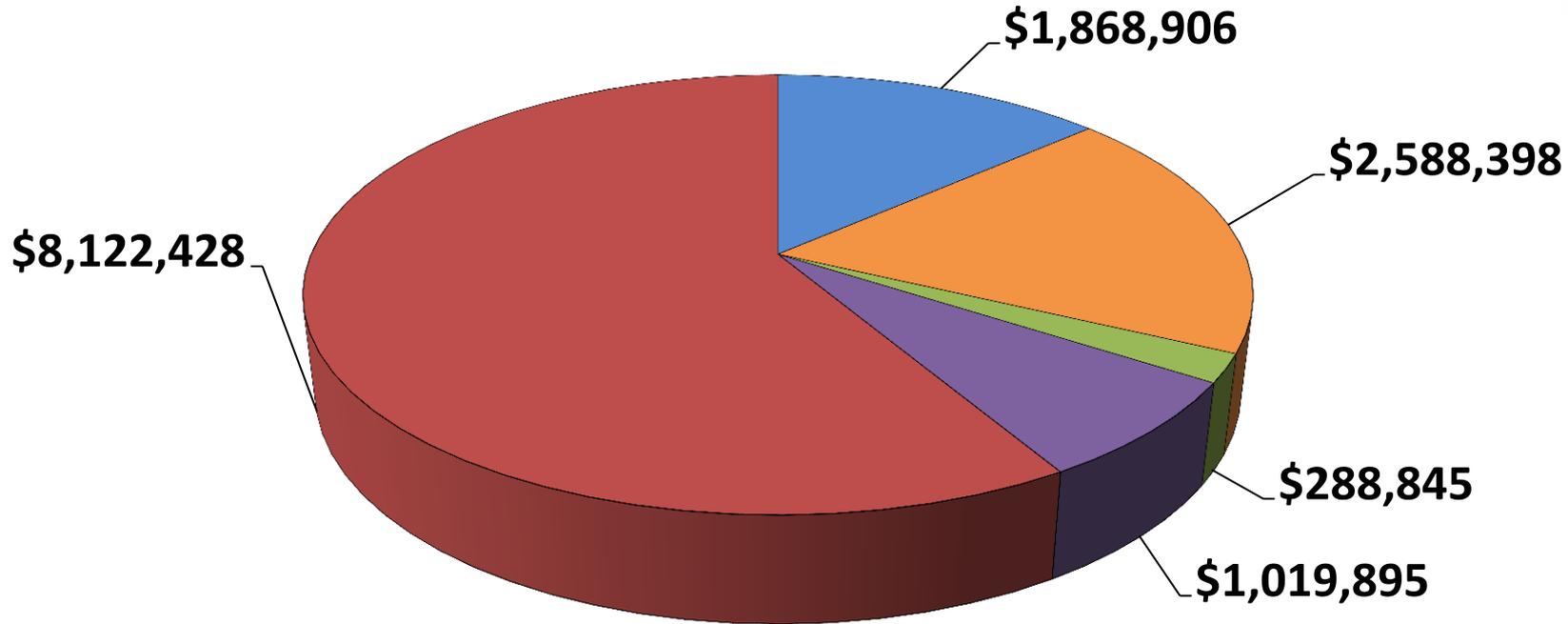


Department Strategic Plan

- The General Services strategic plan was approved in FY 2012 that will guide department decision making over the next four years.
- Supports the City Council adopted Strategic Plan and all seven goal areas.
- The new strategic plan focuses on improving:
 - Communication;
 - Performance Management;
 - Employee Engagement; and
 - Employee Development (Capacity Building)



Department Operating Budget: \$13.88 million



■ Leadership & General Management

■ Printing and Mail Services

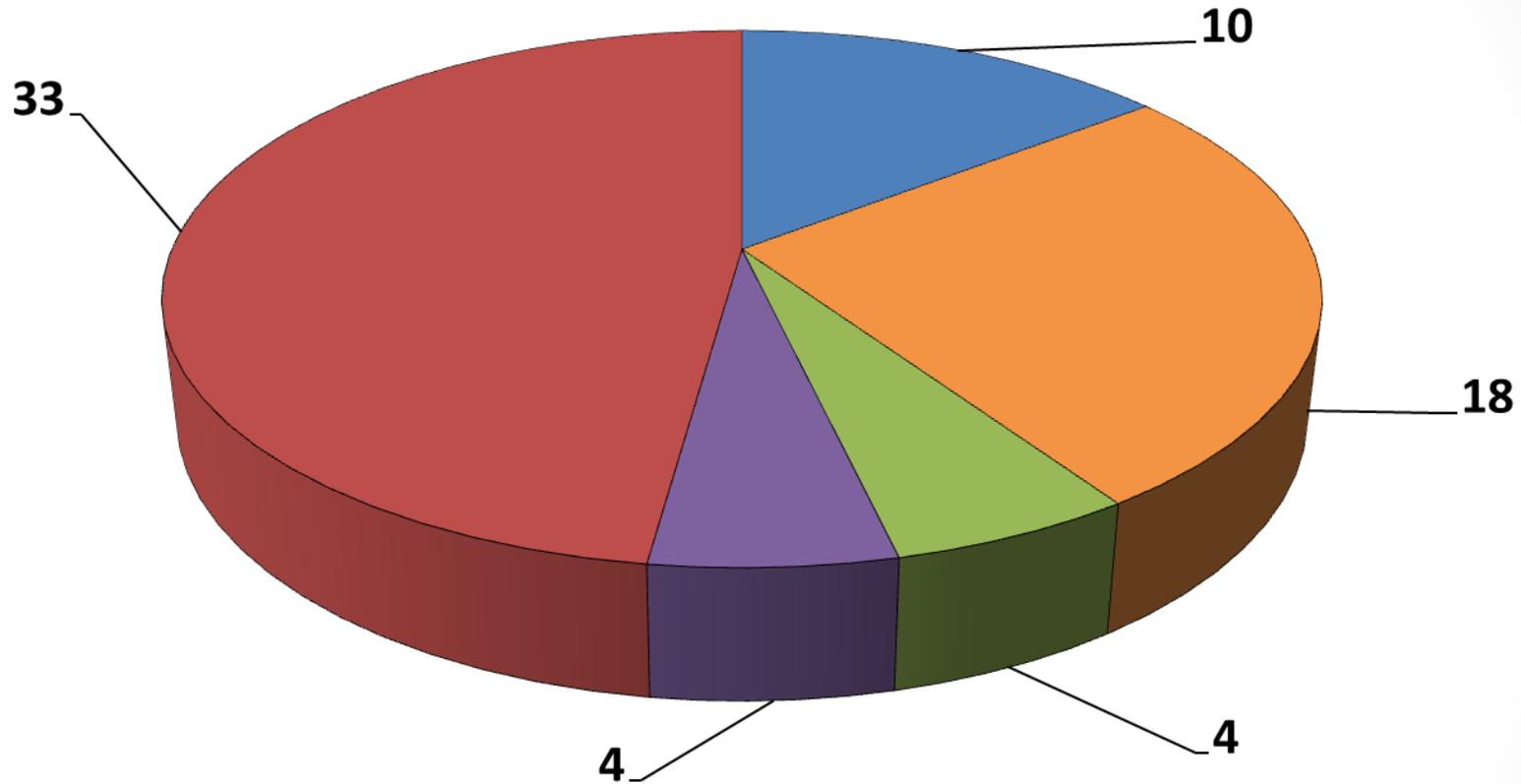
■ Facility Management

■ Vehicle Operations & Maintenance

■ Energy Management

*The Facilities Management Division manages the Public Building portion of the Capital Improvement Program (CIP)

Department Staffing: 69



Leadership & General Management

Vehicle Operations & Maintenance

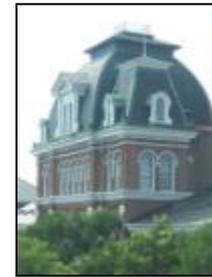
Printing and Mail Services

Energy Management

Facility Management

Facilities: Types of Buildings Maintained

- The Department manages 2.3 million sq. ft. of City-owned space, including:
 - Libraries
 - Public Health, Social Services Facilities
 - Recreation Centers
 - Historical, Cultural Facilities
 - General Use Facilities
 - Public Safety, Judicial Facilities





City Fleet: A Glance

- The Department maintains a fleet of 895 vehicles, including:
 - Sedans (including hybrids);
 - Public Safety Vehicles;
 - Pick-ups and SUV's (including hybrids)
 - Vans;
 - Large Trucks and Buses;
 - Motorcycles; and
 - Refuse and Recycling Trucks and Other Public Works Equipment.





Major Capital Improvement Projects Undertaken

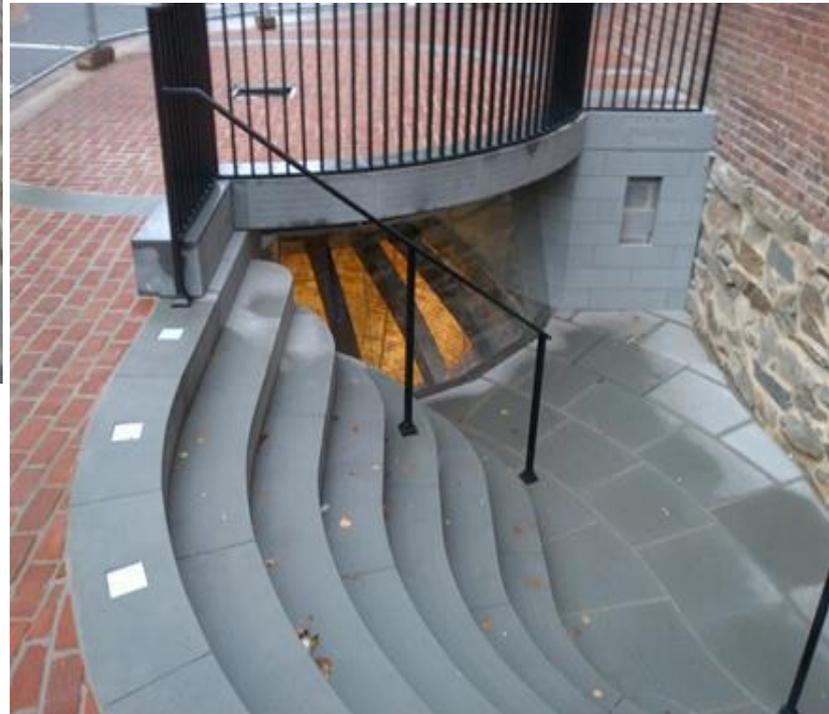
Under Construction: Fire Station 210



Project Budget:
approx.
\$16.1 million

Completed: Gadsby's Tavern Ice Well

**Project Budget:
approx.
\$0.5million**





Completed: Alexandria Police Department Headquarters

**Project Budget:
approx.
\$81 million**





Questions?

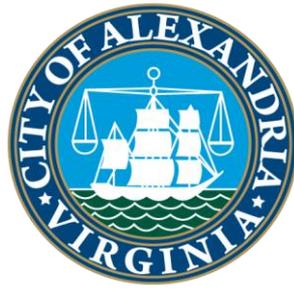
Department of General Services

110 N. Royal St., Suite 300

Alexandria, VA 22314

703.746.4770

www.alexandriava.gov/GeneralServices



Information Technology Services (ITS)

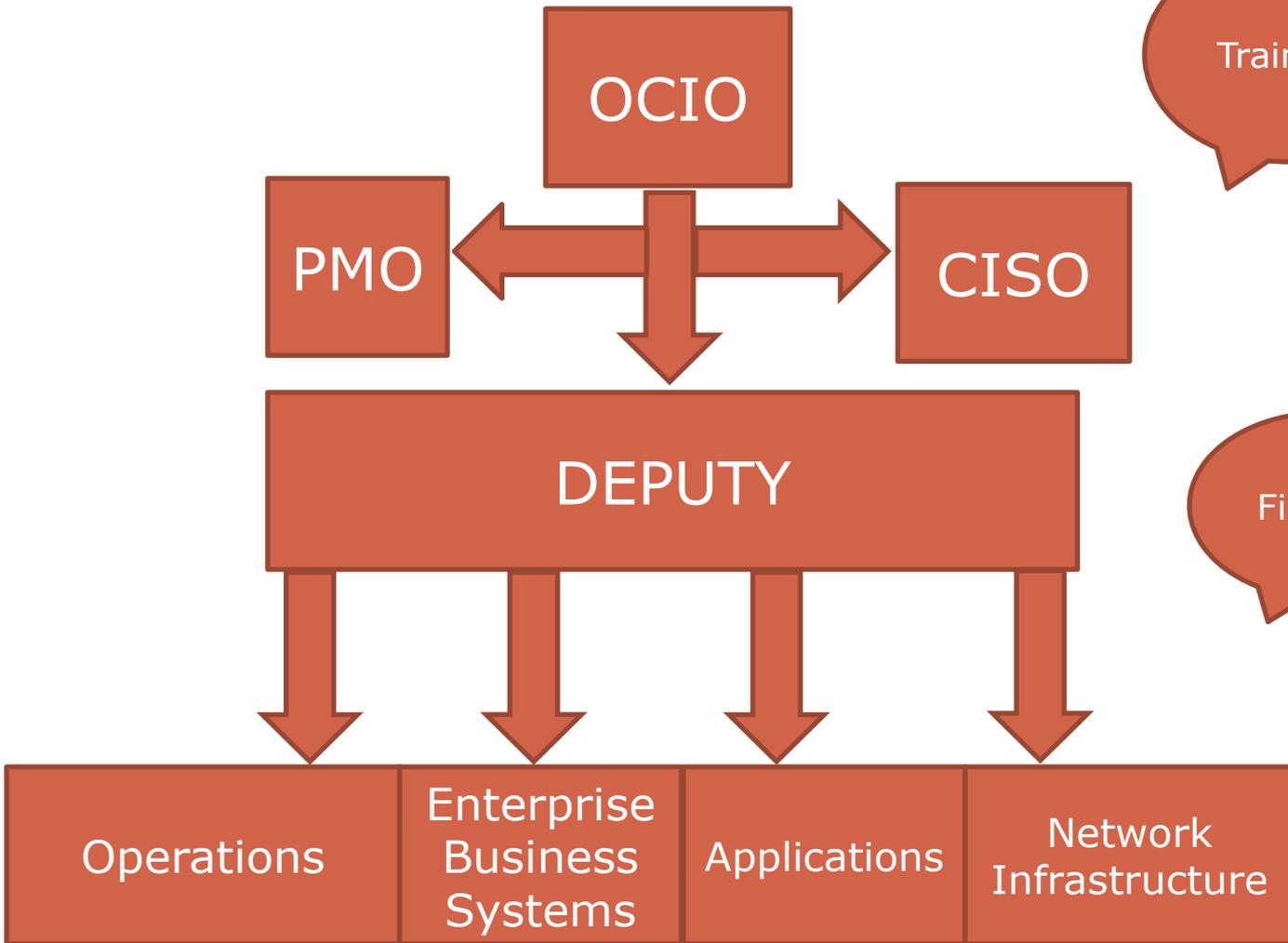
**Kevin Edwards
CIO / Director**

Human Resources

Administration

Training

Finance



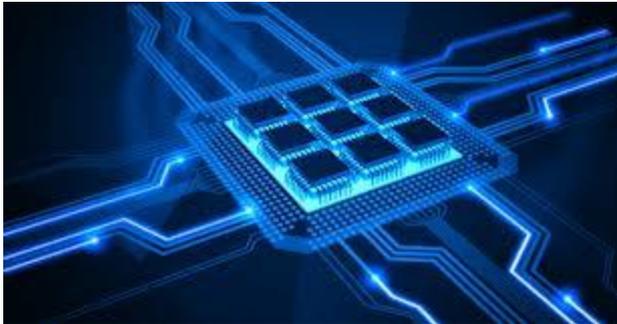
Enterprise Project & Portfolio Management

Projects begin and end here



Enterprise Business Systems Services

Core Back
Office
Software



- Cityworks (Asset Maintenance)
- Advantage (Permitting)
- RecTrac (Recreation Ctr. Mgmt)
- Munis (GL, AP, Budget, Purchasing)
- Munis (HR, Payroll)
- RevenueOne (Tax Billing, AR)
- Database Administration

Applications

Share
Information

- City Website
- GARIweb
- Call.Click.Connect.
- Mapping
- Spatial Analysis
- City Calendar
- Mobile Apps
- Bus. Systems Integration



Inform
Decisions

Provide
Public
Services

Network Management

- Data Center Relocation
- Wireless Project
- Shortest Path Bridging

Make it all
happen in the
background



Operations



- Provide technical support to all City staff.
- Manage enterprise telephony infrastructure and wireless services.
- Support real estate and personal property billing.



Security

- Vulnerability Assessment
- Password Management
- EndPoint Protection



SECURING
THE
NETWORK



Questions?

Information Technology Services

123 N. Pitt St., Suite 250

Alexandria, VA 22314

703.746.3001

www.alexandriava.gov/Technology