

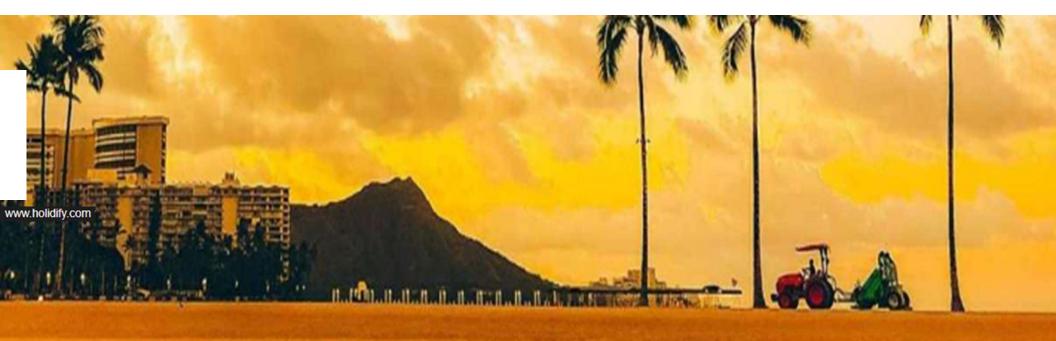
### You are IN a storm...

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Sources:

- Youtube.com Cdn.images.express.co.uk
- Static01.nyt.com Worldatlas.com



## Or you are GOING INTO a storm

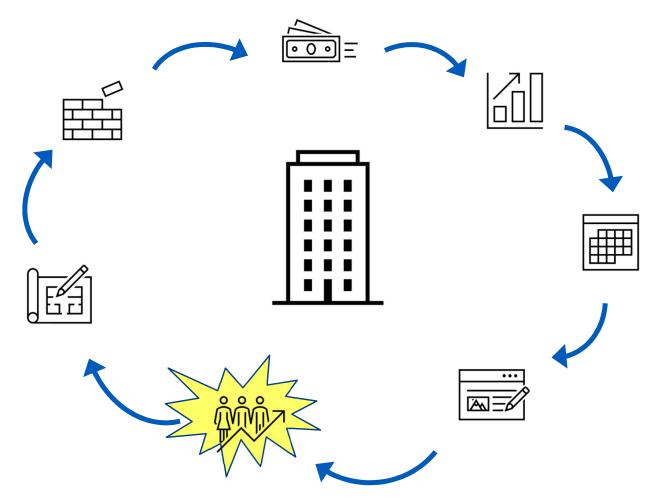




## Please allow me to help you prepare.

Stephen T. Sasaki

## HUMAN CAPITAL STRATEGIC PLAN





## HUMAN CAPITAL STRATEGIC PLAN Determining Future Workload & Future Manning



1. Determine projected DIRECT LABOR requirements:

### LABOR<sub>Direct</sub> = LABOR<sub>Straight Time</sub> + LABOR<sub>Over Time</sub> + LABOR<sub>LOE</sub> + LABOR<sub>Contract</sub>

- 2. Project the DIRECT LABOR requirements through the planning period (e.g., CURRENT YEAR, CURRENT YEAR+1, etc.).
- 3. Use DIRECT LABOR to determine the personnel END STRENGTH numbers (i.e., DIRECT LABOR doesn't include benefits).
- 4. Perform gap analysis between the CURRENT YEAR and FUTURE YEAR requirements to determine END STRENGTH manning surplus/deficit for each of the upcoming years.
- 5. Implement contingency plans for deficit manning profiles.
- 6. Execute hiring plan.
- 7. REPEAT



## HUMAN CAPITAL STRATEGIC PLAN Perform an Annual Strategic Planning Session – SWOT

SWOT ANALYSIS Red Hill Defueling and Aquifer Recovery ENABLERS Weaknesses Strengths DoD Defueling Plan not approved and unknowns present high risk to the July 2024 Our company has a complementary project management, technical and environmental Due to the unprecedented workload in the Pacific Theater and "baby-boomer" retirements, government resources are limited and less experienced. RNAL communities trust with the Navy is low and Emergency response procedures had gaps i Z addressing the spill leading to the aquifer ntaminated thus resulting in equate training and delayed response action Funding allocations are not clearly known Threats Opportunities The Pacific Theater is realizing the largest Large or small business competitors with a project integrator proposal (or similar) is (e.g., SIOP and PDI) and 250 million gallons currently not known of replacement fuel storage remains Addressing protests in Hawaii and Washington DC. Newly retired government workers are an Discovery of historic cultural resour opportunity to provide contractor AL A large pool of key stakeholders and Congress and DoD have made fiscal commitments to rectify the Red Hill issues. regulators drive misaligned goals and contention. DoD contracting regulations allow NHO Politically motivated and non-technical participation as 8(a) sole source contracts. decisions will negatively impact the scheduled completion date. INHIBITORS

- 1. Determine your **Total Manning Levels** for coming years
- 2. Continue to build "Strengths"
- 3. Improve on "Weaknesses"
- 4. Take advantage of "Opportunities"
- 5. Have risk mitigations for "Threats"
- 6. Apply all past Lessons Learned:
  - a. Validation of assumptions
  - b. Poor quality issues
  - c. Late delivery / schedules
  - d. Poor safety (TCIR/DAW)
- 7. Develop & maintain Action Plan
- 8. Ensure **Key Indicators / Metrics** are established & Red/Yellow/Green trip points are established
- 9. Create metric dashboard

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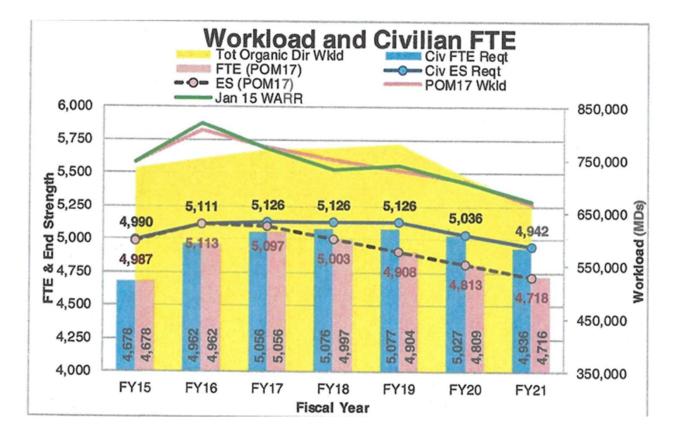
### HUMAN CAPITAL STRATEGIC PLAN Determining Future Workload & Future Manning

Workload and		and the states				Service and the service of the	
Civilan FTE	FY15	FY16	FY17	FY18	FY19	FY20	FY21
Calculation		A Charles			Carl Stands		
Grand Total Wkld	760,677	766,291	785,499	788,620	793,821	725,393	672,564
Tot Organic Dir Wkld	733,395	751,833	769,041	772,965	780,166	718,738	665,909
Bor/Contracts Wkld	27,282	14,458	16,458	15,655	13,655	6,655	6,655
Civ FTE Reqt	4,678	4,962	5,056	5,076	5,077	5,027	4,936
FTE (POM17)	4,678	4,962	5,056	4,997	4,904	4,809	4,716
Civ ES Reqt	4,990	5,111	5,126	5,126	5,126	5,036	4,942
ES (POM17)	4,987	5,113	5,097	5,003	4,908	4,813	4,718
Civ DLI %	56.3%	57.0%	57.5%	58.0%	58.3%	54.6%	51.4%
Civ Dir OT %	17.8%	12.2%	12.8%	12.0%	12.0%	10.0%	10.0%
Hires	755	341	235	220	220	130	126
Attrites	270	220	220	220	220	220	220
Net	485	121	15	0	0	(90)	(94)



Source: PHNSY WARR, Circa 2014

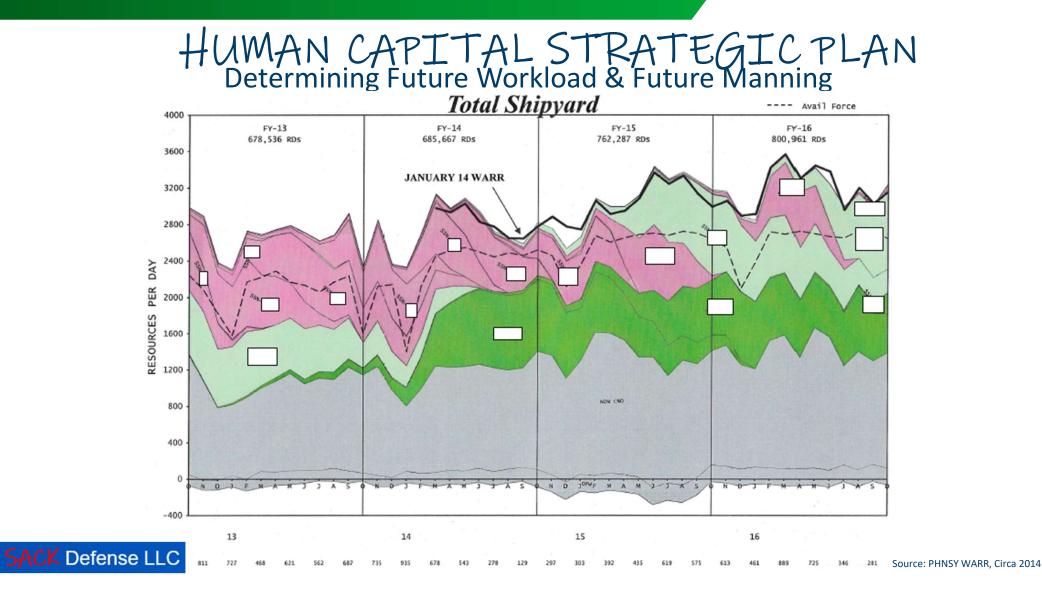
## HUMAN CAPITAL STRATEGIC PLAN Determining Future Workload & Future Manning



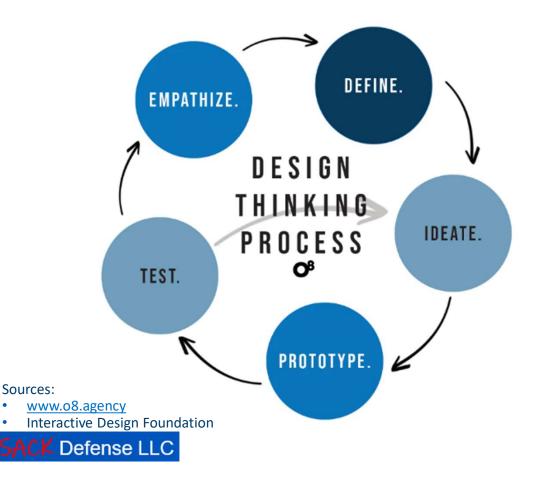


Source: PHNSY WARR, Circa 2014

Source: PHNSY WARR, Circa 2014



## HUMAN CAPITAL STRATEGIC PLAN Perform an Annual Strategic Planning Session – DESIGN THINKING



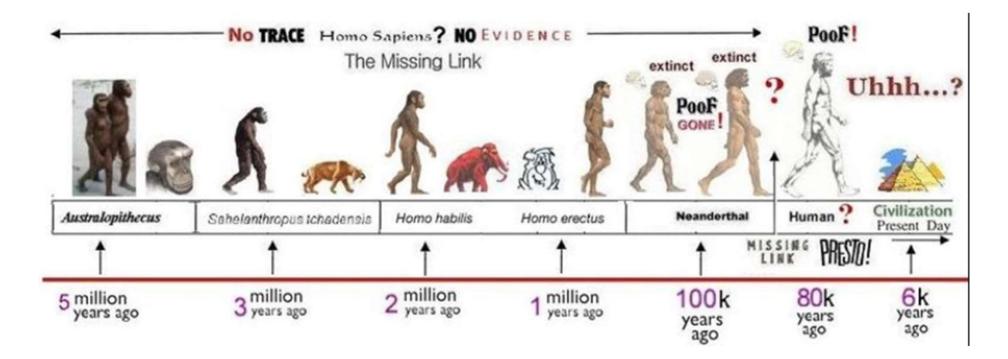
- 1. Non-linear, iterative process, ranging from 3-7 phases
- 2. <u>Dynamic approach</u> to develop and launch innovative ideas
- 3. Tenets of DESIGN THINKING:
  - a. QUAD1 vs. QUAD2
  - b. Leader vs. Manager
  - c. To know is to LEAD
  - d. The WHAT vs. the HOW
  - e. Science vs. Art
  - f. Technical vs. Marketing
- 4. Create collaborative, meaningful solutions

## RECRUITING & RETENTION Get Ready for the RATE of Change





## RECRUITING & RETENTION Get Ready for the RATE of Change







Sources: Book review, Kelvin Karanja, medium.com

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- Create your <u>Road Map</u>
- Don't be blinded by past practices
- Seek opportunities by understanding social, media, & process norms
- Understand who & what are trending
- Identify as many risks as possible
- Be prepared for (positive & negative)  $\succ$ unintended consequences

## RECRUITING

### Achieve SUCCESS Using a Change Management System

- Review hiring practices to achieve OKG long term employment
- Create an employee referral incentive program
- Be networked with on-line services (e.g., ZipRecruiter, LinkedIn, Indeed, etc.)
- Recruit at colleges & schools
- Determine changes to promotion & compensation structure
- Participate in job & career fairs
- Determine who will lead & manage the transformation

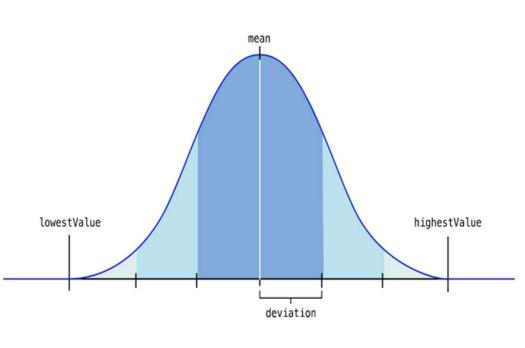


## EMPLOYEE RETENTION Motivate & Retain!



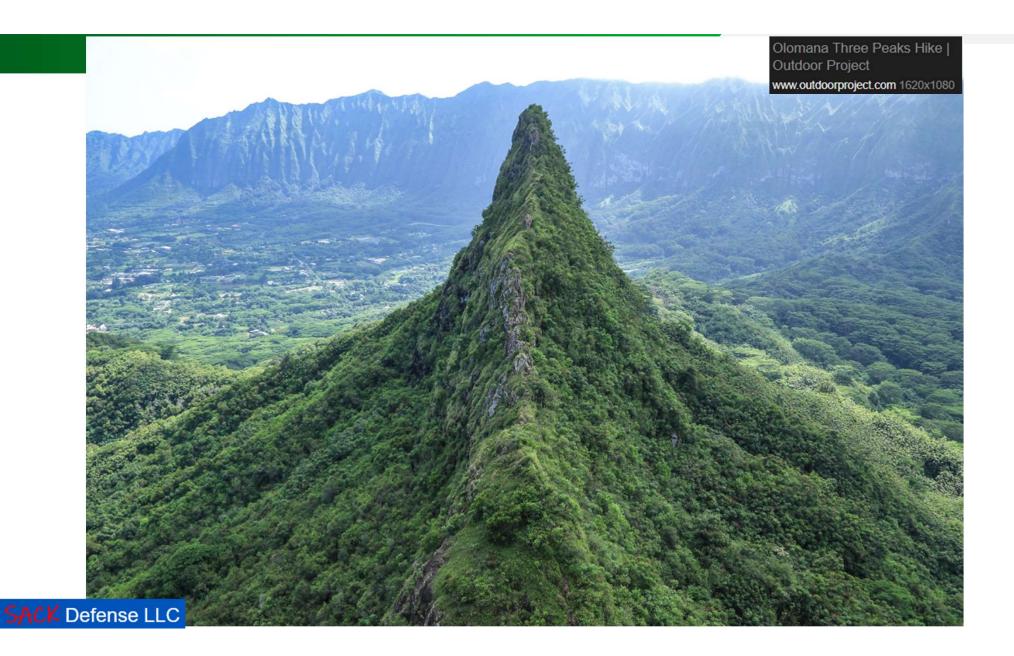
- Hire OKG candidates that will be the right fit for your company
- Set clear standards & expectations
- Ensure your employees are HAPPY & ENGAGED
- Mature career development plans
- Develop a collaborative & interactive employee evaluation system
- Invest in training & coaching managers to engage their team members

## EMPLOYEE RETENTION Motivate & Retain!

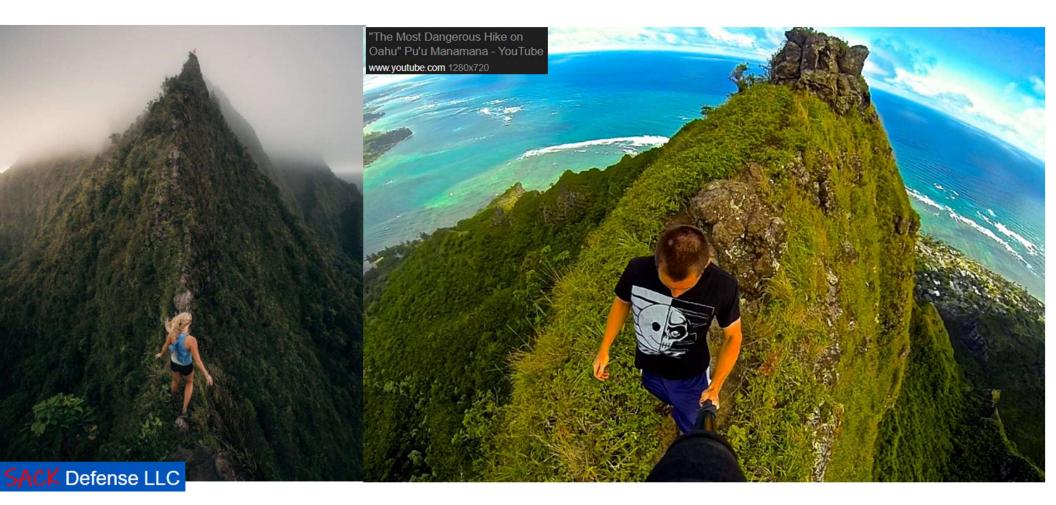


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- Determine a plan for keeping employees engaged
- Ensure employees know YOU as a person & not only as a BOSS
- Understand the needs of your employees
- Recognize your employees but always be SAFE!



## **EMPLOYEE RECOGNITION**



## **EMPLOYEE RECOGNITION**



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



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### THE MODEL

Like it or not, all teams are potentially dysfunctional. This is inevitable because they are made up of fallible, imperfect human beings. From the basketball court to the executive suite, politics and confusion are more the rule than the exception.

But the power of teamwork is great. The founder of a billion dollar company best expressed that power when he once said, "If you could get all the people in an organization rowing in the same direction, you could dominate any industry, in any market, against any competition, at any time."

Whenever a group of leaders hears this adage, they immediately nod their heads, but in a desperate sort of way. They seem to grasp the truth of it while simultaneously surrendering to the impossibility of actually making it happen.

Fortunately, the causes of dysfunction are both identifiable and curable. However, they don't die easily. Making a team functional and cohesive requires extraordinary levels of courage and discipline.

The following section provides an overview of the five behavioral challenges all teams must continuously work to avoid.

Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



## Model: The 5 Dysfunctions

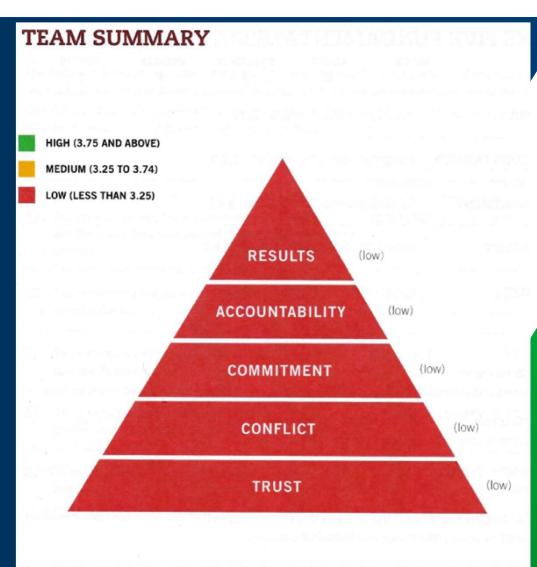
- Absence of Trust
- Fear of Conflict
- Lack of Commitment
- Avoidance of Accountability
- Inattention to Results



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



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Your assessment scores indicate that results, accountability, commitment, conflict and trust are areas of likely concern for your team.



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



- Absence of Trust
  - Use a personality instrument
  - Spend more time together
  - Personal histories exercise



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



- Fear of Conflict
  - Use a personality instrument
  - Set expectations / rules of engagement
  - Improve meetings



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



- Lack of Commitment
  - Define the worst case scenario & establish contingency plans
  - Achieve clarity and closure...use cascading communication
  - Set thematic goals



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



- Avoidance of Accountability
  - Set goals & standards
  - Review progress against thematic goals
  - Use team effectiveness exercise



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



- Inattention to Results
  - Set team priorities
  - Ensure goals are aligned & make public commitments to complete
  - Team based rewards



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



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## Lessons Learned The 5 Dysfunctions:

- Be HUMBLE
- Get in "SHAPE"
- Be FLEXIBLE
- Have a MODEL
- Know your CORE VALUES
- Understand STRENGTHS & WEAKNESSES
- Have a LARGE TOOLBAG
  - □ Five Dysfunctions of a Team
  - The Birkman Method
  - Myers-Briggs
  - U Working Genius

Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM

## Retest for **The 5 Dysfunctions** (5 months later):



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## Team RETEST results...



Based on the Model in the Best-Selling Book THE FIVE DYSFUNCTIONS OF A TEAM



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### GENERATIONAL DIFFERENCES & WORKPLACE DIVERSIGY



Despite MIKE's effort to make changes by completing 5 Dysfunctions of a Team and the impending results of SARAH's career decisions, CHRISTINE is still frustrated and undecided on her future.

She explains to MIKE that she will continue to apply for other positions.

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## LEADING WITH ....

# Emotional Intelligence



# E MOTIONAL INTELLIGENCE

look like now?

what does Emotional Intelligence

www.ethozgroup.com



**PERSONAL COMPETENCE** 

Self Awareness:

- $\checkmark$  Knowing thy self
- ✓ Accurately self-assessing
- ✓ Having self-confidence

### Self Regulation:

- ✓ Integrity
- ✓ Emotional self-control
- ✓ Driving to achieve better
- ✓ Adaptability
- ✓ Identifying innovation
- ✓ Initiating opportunities
- ✓ Owning the learning attitude



### **RELATIONAL COMPETENCE**

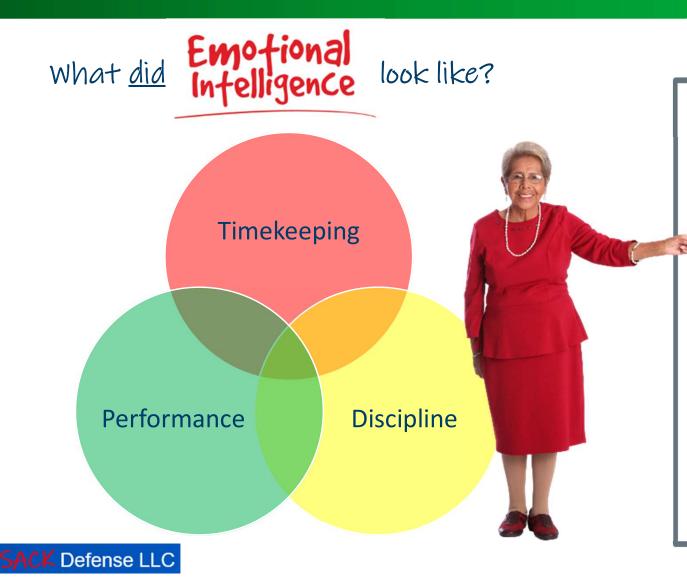
Awareness of Others:

- ✓ Empathizing
- ✓ Servicing orientation
- ✓ Organizational acumen
- ✓ Appreciating diversity

### **Building Relationships:**

- ✓ Effectively communicating
- ✓ Developing others
- ✓ Driving team performance
- ✓ Managing conflict
- ✓ Mastering change management
- ✓ Influencing others
- ✓ Inspiring all





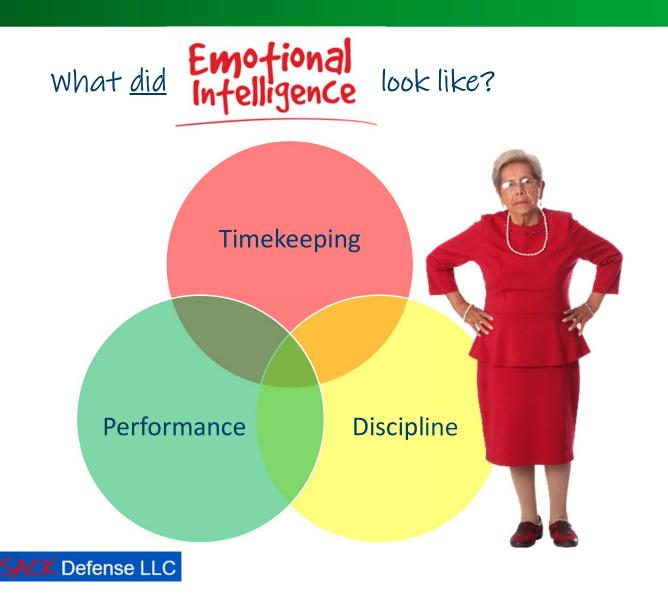
### "OLD SCHOOL" E.I.

Self Awareness:

- ✓ Knowing thy self as supreme
- ✓ Self-assessing not required
- Too much self-confidence

### Self Regulation:

- ✓ Integrity, but tell it like it is
- ✓ Lack of emotional self-control
- ✓ Driving to achieve results
- ✓ Not adaptable
- Not changing...we've always done it this way!



### "OLD SCHOOL" E.I.

Awareness of Others:

- ✓ No empathizing
- ✓ Organizational acumen
- ✓ Diversity does not exist

### Building Relationships:

- Wonder what the boss is thinking?
- $\checkmark\,$  Learn on the job
- ✓ Driving team results
- ✓ If you have a problem...
- $\checkmark\,$  My way or the highway
- $\checkmark\,$  Influencing others by yelling

### what is the IMPACT of not mastering

### Impact to the Workplace...

- Poor company performance:
  - ✓ 90% of the top performing leaders have high EI
  - ✓ **58%** of EI is part of your performance
  - ✓ 83% perceive themselves as motivational leaders
  - ✓ Yet 47% are rated as challenged in one or more of the four areas
  - Only 1% were rated as strong across four areas

- Poor morale
  - ✓ Hybrid work schedule abuse
  - ✓ Sick leave abuse
  - ✓ "Earn & burn" time-off mentality

Emotion

- ✓ High employee turnover
- Operational priorities change to conflict resolution & employee complaints
  - ✓ Grievances
  - ✓ Employee "burn-out"

Sources:



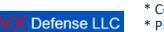
\* Contentsparks, <u>Talentsmart@focusingfuture.com</u> \* Pinterest.com

## What is the IMPACT of not mastering Intelligen



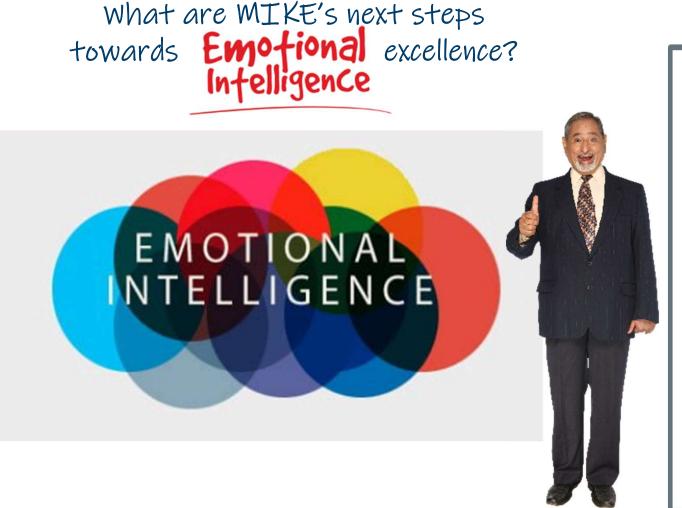
- High turnover:
  - ✓ Increased OT
  - Increased training costs
  - Decreasing health due to stress, anxiety, lack of sleep, etc.
  - ✓Loss of family days
  - ✓ Loss of productive days
  - ✓Coffee abuse
- Leaders with high EI make \$29,000/year more
- 70% of Fortune 500 companies set aside funding for training

#### Sources:



\* Contentsparks, <u>Talentsmart@focusingfuture.com</u> \* Pinterest.com Possible Causes (5 whys?)...

- Inadequate training
- Lack of organizational commitment
- Organizational arrogance
- Need for change not a priority
- Did not experience a catastrophic event (yet)



- Commit to the JOURNEY of
   CONTINUOUS IMPROVEMENT
- Subscribe to a self-assessment tool
- Review the results with a SME or a coach
- Understand strengths & develop weaknesses
- Develop & resource:
  - ✓ Self development action plan
  - ✓ Human capital EI training action plan
  - ✓ Human capital resource manning plan
  - ✓ Yearly performance goals







- Improve effectiveness of meetings
- Seek coaching opportunities
- Schedule one-on-one meetings
- Commit to process development
- Set clear standards & expectations
- Perform MBWA
- Use measurement system to define progress
- Document intended results
- Prepare & assess unintended consequences
- Understand the lessons learned





## EMOTIONAL NTELLIGENCE





### **FYI: For Your Improvement**, Fifth Edition

### *FYI: For Your Improvement for Teams,* Second Edition

Provides specific "on the job" development tips. Simply select the competency that needs improvement & each chapter provides:

- An unskilled, skilled, and overused definition
   of the competency
- Possible causes for why there is a development need in this area
- A map explaining why the competency is important
- 10 or more tips for building the competency

### What are MIKE's next steps towards **Emotional** excellence? Intelligence

Contraction Contractico Contra

MIKE made time in his busy schedule to meet with CHRISTINE. Provides specific "on the job" development tips, examples he got from FYI, Second Edition. Although MIKE is much older, they found that they both have relatives in Maui, Hawaii and both enjoy pickle ball. As a result of this meeting, MIKE has committed to CHRISTINE to have more one-on-one meetings with the rest of his employees.



## Who is on your Hall of Fame?

WHY?

Sourcos

- www.iolanigivingday.org
- listproducer.com
- www.bostonglobe.co
- whyy.org
- Islanddigitalimaging.com

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## Leading with ALOHA

#### Akahai

ACK Defense LLC Source: www.greenb

- Kindness & gratefulness
- Expressed with tenderness

#### Lokahi

- Unbroken unity
- Expressed with harmony

#### **Olu'olu**

- Gentle & agreeable
- Expressed with pleasantness



## Pono Shim The Selfless LEADER

### Ha'aha'a

- Humility
- Expressed with modesty

#### Ahonui

- Patience & waiting for the moment
- Expressed with perseverance

## Leading with ALOHA...



## Pono Shim 1963-2022

SACK Defense LLC Source: www.greenbiz.com



mahalos

