

## Update on EPIC Development

Dear TDOT Employees,

We want to provide you with an update on the ongoing development of the Empowering People, Influencing Culture (EPIC) initiative. Since its announcement in 2020, EPIC has been aimed at fostering a workplace where every employee feels a sense of accomplishment by understanding their contributions to TDOT's success, while also offering competitive, market-rate wages and benefits.

We have received inquiries from employees wanting to know when it will be "their turn" to see the EPIC changes for their section, division or function. The following sections address the questions we've received.

### **Organizational Chart Progress**

Many organizational charts have been released as part of this initiative, with some still under development. While we have defined several positions, there are still many roles that need further development. Our goal is to ensure that all positions on the organizational chart are clearly defined to support our commitment to transparency and growth opportunities within TDOT.

The Bureau of Planning organizational charts were posted to EPIC Careers in June 2024 and the Bureau of Administration organizational charts will be shared by the start of Q4 2024. There are a few operational functions within the Bureau of Engineering still undergoing assessment.

### **Compensation Plan Implementation**

Prior to the EPIC implementation, the State's Department of Human Resources (DOHR) did their own compensation studies and acknowledged pre-EPIC job classifications were under market rate wages, and ultimately implemented salary increases prior to EPIC. TDOT then worked with the updated compensation plan and created EPIC job classifications to slot within the new salary grades.

As a result, wages that were under market rates were adjusted to fall within national averages. This correction met one of EPIC's key goals, ensuring that those employees who were under market wages received necessary increases.

### **Impact on Base Salaries**

Due to the compensation adjustments made effective since November 2022 by the DOHR and EPIC compensation plans, the reorganization of positions within EPIC will not result in widespread increases in base salaries. However, EPIC's focus remains on creating opportunities for career growth and salary progression.

## **New Technical Opportunities - ProPath**

As part of the EPIC initiative, we have introduced new technical advancement opportunities for our Transportation Worker Series through ProPath. These opportunities allow employees to increase their pay as they develop their technical skills and advance within their classifications. We are well on our way in the development of ProPath for Bridge Inspection, Geodetics, Materials and Tests, Construction and Right of Way. These proficiency programs enable employees to progress without needing to wait for a vacant position, however not all job classifications are suited for a proficiency program. In these instances, career progression may require moving into a new position to achieve advancement. We are committed to providing clear pathways for growth and will continue to assess and refine our approach to ensure all employees have opportunities for career development.

## **Understanding the Process for Position Postings**

We want to help employees understand the process for determining which positions TDOT posts next and why there may be a time delay between each posting. Here's an overview of how this process works:

1. **Limited Number of Employee Positions:** TDOT has a fixed number of employee positions.

When a current employee moves into a new position, their previous position number becomes available. We then reallocate that position number to a new role. This process creates a necessary delay as we must wait for each position transition to occur.

This is why all new positions cannot be posted at once.

2. **Division and Regional Involvement:** Leadership is part of the hiring process, including identifying hiring priorities, conducting interviews and selecting which employee to put into the new position. This adds a scheduling component that requires multiple employees' availability to coincide.
3. **Processing by DOHR:** Before we can post any new position, the Department of Human Resources (DOHR) and the Department of Finance and Administration (F&A) conduct reviews to ensure all positions meet the necessary standards and requirements before being advertised.

This structured approach ensures all positions are accurately processed and posted in a timely manner, maintaining the integrity of our hiring process.

## Ongoing Assessments

There are still many unknowns for some job classifications as we continue to work with our leadership to assess and define these roles. Our commitment is to ensure that every job classification is accurately evaluated and that clear pathways for career development are established.

We appreciate your patience and understanding as we continue to develop and refine the EPIC initiative. Our goal is to create a supportive and rewarding work environment for all TDOT employees.

In closing, we should strive to be good team members, hold ourselves and others accountable for our performance, and encourage innovation. It's essential that we continually seek ways to enhance our skills and processes, ensuring we evolve and grow as individuals and as a team.

Sincerely,



Delaine Linville

Assistant Bureau Chief of Administration/Human Resources Director