

Telework Opportunities for State & Private Sector Employees

House Joint Resolution 144

<http://dls.state.va.us/telework.htm>

Items for Discussion for Legislative Action

The items listed below were developed by staff for discussion purposes. They are not staff recommendations, but instead highlight on issues and topics that have surfaced during previous meetings, and are designed to assist the joint subcommittee in developing its final recommendations. This list is by no means exhaustive.

1. **Tax credit** legislation to promote the adoption of telework by private-sector organizations (similar to legislation proposed by Delegate Frederick and Senator Herring during the 2007 Session).
2. Include telework as one of the criteria measured on **management scorecards**. The results of agency performance on several deliverables are made public on the "Virginia Performs" website (www.virginiaperforms.virginia.gov). Should there be a requirement that specific **metrics** for teleworking be developed?
3. Section 2.2-2817.1 currently requires agencies to **report** to the Secretary of Administration about the status of teleworking. The requirements for this report could be augmented, such that each agency must list and justify each position it has designated as not eligible for telework on an annual basis.
4. It has been noted that while there are requirements in the Code to develop telework policies, there are no "sticks" or "enticements" to enforce these requirements. How to **enforce** the current requirements might be an appropriate topic of discussion.
5. The Governor established the Office of Telework Promotion & Broadband Assistance through an executive order in 2006. As a result, such a position/office is not permanent. Is there a need to establish a **full-time position** in state government to serve as a coordinator and resource for telework? Where would such a position be located -- in the Governor's Office, in the Department of Human Resource Management, or elsewhere?

6. Should **pilot projects** be established to require a certain level of telecommuting at select agencies? This could be accomplished through section 1 legislation, and could formally require heightened reporting requirements about employee and management experiences, technology usage, etc. Which agencies would be appropriate?
7. Should telework **training** be provided for managers in state agencies? Would such training be mandated or discretionary? Should training be provided for employees who wish to telework? Arizona has implemented a program whereby an employee who wishes to telework must complete a training class offered by the state.
8. Should state and local agencies be required to include a telework plan in their **disaster/continuity of operations** plans? Should they be required to "practice" such plan, by having the relevant employees telecommute once a month (or some other relevant time frame)?
9. Are there examples/ideas to be had from pending federal legislation? **S1000** would include elements such as requiring all branches of government to establish a telework policy (and not just the executive branch), and requiring each agency to designate a full-time employee as the agency's telework manager.
10. Are there any remaining **technology** barriers in the Code that need to be explored?
11. The Code of Virginia currently sets a target of 25% of its eligible workforce participating in alternative work schedules by July 1, 2009. Should the Code include a specific target for telework?
12. The Virginia Freedom of Information Act requires that a public body have a quorum present in one physical location when it conducts an electronic meeting. This joint subcommittee has indicated that it might wish to reconsider this requirement.
13. At the September, 2007 meeting, the joint subcommittee explored the possibility of requiring increased resiliency with the vendors and suppliers with which it contracts.