



Policy Central & EthicsPoint Launch

Timeline

Policy Central

October 12-16

EthicsPoint

October 26-30

What is Policy Central?

New tool to help the Met Council manage its library of policies and procedures.

- Policy Central makes it easy for employees to find, browse, and favorite Met Council policies and procedures.
- When a policy gets updated, we can send an email to staff.
- We can require that employees go into the system to read and acknowledge the updated policy.
- For staff involved in developing policies and procedures, Policy Central allows for a streamlined and centralized process to update, review, approve, and publish all policies and procedures.

Improvements you will see!

- Standardized new templates
 - Every policy and procedure now include a point of contact if you have questions.
- New naming and numbering conventions to help you find the policies you need more easily.
- Plain language reviews by Communications staff
- Updating current policies and procedures

Policy Central

Demo



Background - EthicsPoint

- There was not a central case management system.
- There wasn't an easy way for staff to report issues anonymously.
- Initial site and case management tools set up in January and February.
- Testing took place from March to August with case management going live in September and hotline, intake form going live October.

What is EthicsPoint?

- Another way to report suspected fraud, unethical conduct or violations of Met Council policy and procedure.
- Reports can be made anytime via web or telephone.
 - Anonymous reporting available.
- Follow up using report key and password
- Allow us to identify issues.

EthicsPoint

Demo



Council-wide Communications Plan

- MetNet Homepage Announcement
- Internal Newsletters (The Wire, ES Updates, Transit Insights, HR Connect)
- Presentations to Division and Department Senior Teams
- Talking Points for Managers
 - Present at staff meeting
 - draft email to employees
 - 5-minute demo
- Employee Groups

Questions & Contact

EthicsPoint

Matt LaTour (651-602-1174)

Julia Quehl (651-602-1462)

Policy Central

Katie Driscoll (612-964-6850)

