

# Smart Scheduling

## Staffing Management

Staffing public safety personnel 24/7/365 can be a time-consuming balancing act that requires qualified employee availability and compliance with union and agency policies. Using a centralized solution like FW | Workforce to forecast staffing levels and recommend cost effective assignments based on agency criteria improves staffing management while minimizing cost.

### Intuitive Shift Rosters

With FW | Workforce, flexible shift roster views are displayed based on entered criteria – like organization, shift, and date. On-duty assignments and events types, such as overtime, leaves, court, and training, are color-coded for easy identification. This includes real-time viewing of on-duty personnel and those with trades or scheduled days off.

Location	Assignment	Name	Badge	Rank	Shift	Start	End	Type	HRS	Comments
AMERICA PD \ PATROL \ GOLD HILL										
GOLD HILL	POLICE OFF	SCHNUR, DUSTIN	005747	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	POLICE OFF				SWINGS	2:00 PM	12:00 AM		10	
GOLD HILL	POLICE OFF				SWINGS	2:00 PM	12:00 AM		10	
GOLD HILL (VEH)P0135G	POLICE OFF	MONTOYA, MATTHEW	004026	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	POLICE OFF	KERFOOT, JESSE	006608	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL (VEH)P0115G	POLICE OFF	WALLICK, WILLIAM	005694	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL (VEH)GEN601 \ (VEH)P1026	POLICE OFF	NEWMANN, MARK	006374	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	POLICE OFF	PETERS, CHARLES	005988	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL (VEH)P0137G	POLICE OFF	SCOTT, PETER	001513	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL (VEH)P0138	POLICE OFF	BOSCH, CODY	005711	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL (VEH)P1027	LT	WATERS, JAMES	001516	LIEUTENANT: 4 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	PATROL	ADMIN, ORION	000001	SERGEANT: 99 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	PATROL				SWINGS	2:00 PM	12:00 AM		10	
GOLD HILL	PATROL	BROWN, TYLER	005954	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
GOLD HILL	PATROL	RETZLAFF, VENISHA	004928	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	REG	10	
		COURTNEY, RENEE	006016	OFFICER: 6 :	SWINGS	2:00 PM	12:00 AM	CONT SICK	10	Tested positive for
(VEH)P0137G		SCOTT, PETER	001513	OFFICER: 6 :	SWINGS	12:00 PM	2:00 PM	ON CALL SWORN	2	Staffing shortage.

Rosters display employees' skills and work locations using agency-defined codes. Employees with assignment issues are highlighted with the ability to view details. Comments can be entered for multi-organizational viewing.

### Visual Alerts Enable Staffing Efficiencies

Color-coded alerts prompt staffing managers to backfill unplanned vacancies when levels fall below minimum. Names of qualified employees are presented in a sorted order based on agency policies rules. This enables staffing gaps to be filled while minimizing the financial impact. As positions are filled or vacated, real-time roster updates display start and end times.

### Easily Manage Scheduling Changes

Staffing managers use drag and drop tools to quickly make assignment changes and backfill vacancies.

Time changes, unplanned leave-time, overtime and operational equipment assignments can be made directly from rosters.

Roll call check-in and check-out screens enable supervisors to log actual arrival and departure time.

On-duty time worked, authorized scheduling changes, and approved events, are displayed on rosters and saved within each employee's online timesheet.

## Benefits

- » Increases staffing management efficiencies
- » Saves time filling vacancies with qualified personnel
- » Controls overtime and fatigue risks based on agency criteria

## Staffing Management

- » Forecast staffing counts against required levels with warning thresholds
- » Drag and drop assignment capabilities based on:
  - Time of assignment
  - Employee's schedule
  - Current time to end of assignment
  - Current time to end of employee's schedule
  - Custom start / end times
- » View rosters in real-time with on-duty personnel and those with approved PTO, OT, training, trades, off-duty, and court events
- » Push notifications to agency email and mobile devices
- » Vacancy backfills with qualified personnel based criteria
- » Fatigue alerts based on criteria
- » Shift time changes, unplanned leave and overtime entries from rosters
- » View real-time employee calendars in multiple formats
- » View gaining and losing depts. when personnel reassigned
- » Tracks roll call check-ins and check-outs, call signs, vehicle and radio IDs

The screenshot shows the ORION ADMIN interface with the following search criteria: Search Personnel: Search Personnel, Search Workgroups: (Press Delete to Clear), Workgroup: PATROL SHIFT 3, Watch/Shift: -Select-, Date: 4/3/2020, View Schedules checked, View RDO Schedules unchecked, Search button.

Group Code	Index Code	Staffing Goal	Approved Leave	Staffing Affected by Leave	On Duty Count	On Duty Overage	Staffing Shortage
07:00:07:00							
PATROL	PATROLSHIFT 3 (DAYS)	10			6	0	-4
PATROL	PATROLSHIFT 3 (OPS)	10			13	3	0
atch 07:00:07:00)							
PATROL	PATROL SHIFT 3 (DAYS)	19			6	0	-13
PATROL	PATROL SHIFT 3 (OPS)	19			13	0	-6
atch 07:00:07:00)							
PATROL	PATROL SHIFT 3 (OPS)	1			1	0	0
atch 07:00:07:00)							
PATROL	PATROL SHIFT 3 (DAYS)	2			6	4	0
PATROL	PATROL SHIFT 3 (OPS)	2			1	0	-1

Scheduling screens with real-time staffing counts compared against required levels enable at-a-glance viewing of vacancy gaps. It's ideal for proactive reassignment planning that can achieve minimum staffing levels while controlling overtime.

Contact us today at 866-779-1689.

