State & Local
Government Analytics Program

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JASFEL Analytics offers a State and Local Government Analytics Program that assists government organizations in more effectively utilizing collected data to measure and track performance goals and initiatives. Through this support, JASFEL Analytics can help foster a data-driven culture, improve operations through analyses, and/or build a custom performance management program. JASFEL Analytics can tailor the design of the program to the culture and goals of the client and to wherever departments are along the spectrum of data sophistication.

JASFEL Analytics assists government organizations through:

Short & Long Term Analytical Projects such as

- o Performance Management
- o Data Capacity
- o General-Management Analytics
- o Finance-related Analytics
- o HR-related Analytics
- o Short-Term Department-specific Analytics
- o School-specific Analytics

Analytical Projects
(Short-Term and Long Term)

JASFEL Analytics has expertise in providing short-term and long-term, on-the-ground analytical support for all categories listed below. Note that JASFEL Analytics provides analytical services beyond those listed here.

Performance management projects

- Performance management program design and launch: Performance management programs help managers monitor results and identify opportunities for improvement through the analysis of data. JASFEL Analytics has extensive experience in all aspects of design, implementation, and ongoing facilitation of performance management programs. The program will be tailored to the government's goals and culture.

- Performance measures development: Well-defined and strategic performance measures provide guidance for governance and policy decision-making. JASFEL Analytics will develop clear and strategic measures that relate to specific goals and are to be populated with available, reliable data. Such measures may provide the foundation for a constituent engagement tool.

Data capacity projects

- Assessment of data collection and use: Many government departments do not take advantage of the opportunities presented by their data. In fact, many do not know about or understand those data. JASFEL Analytics can conduct a diagnostic evaluation of a department's data environment and capacity for data-driven management and provide recommendations for improvement.

- Data entry and collection training: In order to conduct useful analyses, it is imperative to have good data. JASFEL Analytics will train staff on data entry best practices and create spreadsheets and other tools to improve the data collection process. JASFEL

Analytics can also teach spreadsheet tips and tricks such as using formulas, filtering data, and creating pivot tables and charts.

General management analytics projects

- Strategic planning guidance: A comprehensive strategic plan will serve as a road map for future success. JASFEL Analytics can facilitate the process of refining mission and vision, defining desired outcomes and action steps, and developing relevant performance measures.

- Internal process mapping: Inefficient, outdated, and redundant processes are a source of waste and frustration for many governments. JASFEL Analytics will map intra- and inter-departmental processes, recommend staffing, procedural, and/or technological improvements, and manage implementation.

- Software selection and implementation: Exploring, selecting, and implementing software is often a daunting task, especially for departments that are small, lack experience with software, or lack IT support. JASFEL Analytics can facilitate the entire process, from assisting the department identify and communicate its needs through implementation. JASFEL Analytics will provide support to the users to ensure departmental procedures are successfully amended to take advantage of the software's functionality. In particular, many municipalities are adopting work order systems and online permitting/licensing software.

Finance analytics projects

- Government charges and user fees analyses: Governments rely more and more on charges and user fees, yet many fee schedules have not been reviewed and updated in many years. JASFEL Analytics can provide a comparative analysis of fees in peer communities and/or an analysis of program costs versus fee revenues.

HR-related analytics projects

- Employee injury trend analysis**:** Governments that proactively seek to understand and reduce employee injuries protect not only their employees, but also efficiency and the bottom line. JASFEL Analytics can improve injury and "near miss" data collection, analyze and visualize historical trends, and identify opportunities to improve safety and lower employee injury rates.

- Safety policies and procedures review: Effective safety policies and procedures reduce risk of employee injury and workplace liability. Benefits of a safe environment include satisfied employees, a higher retention rate, increased productivity, and fewer workers' compensation claims. JASFEL Analytics will assess current safety practices, create, document, or update safety policies and procedures, and help design a tailored safety training program.

- Analysis of benefit day use**:** Many departments struggle with the costs and lost productivity associated with excessive use and misuse of sick time, personal time, and other time off. JASFEL Analytics can provide an analysis of benefit day use in one department or across the government to identify trends and outliers and make corrective recommendations.

Department-specific analytics projects

- Cost-benefit analysis of overtime v. hiring**:** Police, Fire and EMS Departments rely heavily on overtime and are often faced with the question of which is more cost effective: paying overtime or hiring staff. Chiefs often find that the analysis is complex given all of the factors that must be taken into account. JASFEL Analytics will provide a cost-benefit analysis that considers all of the complexities of this question and identifies potential unquantifiable consequences related to departmental culture, employee morale, officer fatigue/safety, etc.

- Geographic analyses using Geographic Information Systems (GIS): GIS provides significant value to governments, yet many do not have GIS capacity in-house. JASFEL Analytics offers affordable GIS capacity using the government's existing data and public-use data or by first assisting in data collection. JASFEL Analytics will provide spatial analysis, mapping, and data visualization and facilitate interpretation. Geographic analyses available vary widely, from visualizing new home construction and permitting trends to analyzing crime "hot spot" patterns.

- Fleet management analyses: Fleets represent not only a significant capital investment, but also a vital component for day-to-day operations. Costs associated with fleet operation, such as fuel, maintenance, and repair, can be significant. JASFEL Analytics offers a number of analyses aimed at improving fleet management, including:

  - creating a strategic plan for fleet-related data collection and use,
  - assessing fuel efficiency and options for "greening" the fleet,
  - identifying underutilized vehicles,
  - implementing vehicle replacement best practices,
  - analyzing maintenance practices, including preventive maintenance, and
  - assessing maintenance staffing needs.

- Emergency dispatch operations analysis: Efficient and effective dispatch operations provide the foundation for a successful emergency response. JASFEL Analytics will assess current data, operational structure, budget, and technology, and will make governance and policy recommendations. Such an analysis would be particularly helpful if the municipality is considering combining police, fire, and/or ambulance dispatch functions. JASFEL Analytics can facilitate a vendor selection process and assist with the implementation of a new system.

Schools-specific analytics projects

- Data Compliance/Audit: With increasing and evolving State and Federal reporting requirements, JASFEL Analytics can work with district staff (including tech staff, admin

staff, central office staff, etc.) to create and improve data reporting processes and data accuracy by creating guidance/instruction documents for data entry, and auditing data routinely.

- Data Visualization: governments are collecting increasing amounts of data, including results from numerous formative and summative assessments, but analysis of the data is time-consuming and cumbersome. Data visualizations of key information allow teachers, department heads, and administrators to easily review and analyze multiple sources of data. JASFEL Analytics can work with administrators and teachers to design, develop, and implement interactive and user-friendly data visualizations to help with planning and instruction.

- Analysis of Programs and Outcomes for Specific Student Populations: Periodically, districts want to evaluate and/or adjust the programs for specific sub-groups of students (e.g., Special Education students or English Language Learners). JASFEL Analytics will help with the analysis of the instruction and outcomes of specific populations by reviewing the consistency, accuracy, and accessibility of the data related to this population, formally and consistently documenting the district procedures for instructing the sub-group, and identifying areas of strength and weaknesses in the instruction of this sub-group.

JASFEL Analytics

Gary Mann, Managing Director for JASFEL Analytics, with 25 years of data analytics service to major corporations. He has advised state & local governments, commercial corporations and small businesses to create enterprise data strategies that strengthen data collection, integration, and analysis using business intelligence, data blending, and visualization tools and techniques.

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JASFEL Analytics is a State of New Jersey approved Small Business Enterprise