Employee Communication
PANDEMIC ENGAGEMENT PULSE SURVEY
December 1, 2021

Please share with your teams.

WHAT YOU NEED TO KNOW:

- Every person in our organization has been impacted by COVID-19 in some way and we would once again like to hear about your experiences.
- We want to check in on your health and well-being, and to see if you’ve been getting the information and support you need during this time.
- This is the fourth pandemic engagement pulse survey since May 2020.
- Pulse surveys have been a valuable listening tool for the organization as we continue to support you.
- Your feedback is important to the success of the City.

INFORMATION

The City of Regina has partnered with McLean & Company, an independent Human Resources research firm, to administer a Pandemic Engagement Pulse Survey to gather your insights and feedback. This anonymous survey will be available to all employees for one week starting Wednesday, December 8 – Friday, December 17.

Here’s how
Employees will be invited to complete the survey online. First, find your 5-digit employee ID, then there are a few ways to find the link:
- Click the link on Regina.ca/employees
- Read the CityConnect article
- Scan the QR code on the survey posters
- Access the link on your union or association website

Once on the McLean survey webpage, you’ll be asked to enter an “employee short code” (your 5-digit employee ID number) to ensure you’re a City employee.

It’s confidential
The City of Regina will not have access to detailed survey information to ensure employee responses are anonymous; ID numbers are used as unique identifiers only. McLean & Company will only provide grouped data back to the organization.

It’s short
The survey takes approximately 10-15 minutes to complete. We encourage you to share your honest feedback. Our leadership team is committed to listening to your feedback and continuing to support you during this time.
What’s different
During previous pulse surveys, employees with email addresses received a personal invitation email from McLean & Company. Those employees who did not have email addresses accessed the survey through a common link. To streamline administration, all employees will now be directed to the common link when accessing the pulse survey.

QUESTIONS AND ANSWERS

Why is the City of Regina doing another engagement survey now?
It has been more than one year since you were first asked to provide feedback using the Pandemic Engagement Pulse Survey. The most recent survey happened in June 2021. This information has helped leaders understand how their employees are feeling. We want to continue to hear from you and how we can best support our people in a constantly changing environment.

What did the feedback of the last survey tell us?
In June, survey feedback varied between departments. A consistent theme was that workloads are increasing and creating new pressures. There was also a theme around clear, consistent messaging and regular dialogue being critical to building trust and engagement within our organization.

How will the responses be used?
Responses will be used to inform the City’s continued pandemic response, recovery planning, and area-specific action plans. Employee feedback provides valuable information about the City’s pandemic response, including what the organization should start, stop, change and continue doing to support employees as they continue to provide critical services to our citizens and community.

Will responses remain anonymous?
Yes – overall responses will be provided to the City of Regina so that individual respondents cannot be identified. We also recommend that personal information is not included in your response to the open text questions.

Why aren’t there paper copies?
This survey is designed for quick turnaround and a timely response to support employees. Physical distancing and rapid turnaround are challenging with paper forms. The online survey is accessible to all employees, including those without a City email account.

Why do I have to provide my 5-digit employee ID number?
This confirms that respondents are City of Regina employees without sharing other personal information.

Where can I find my 5-digit employee ID number?
It can be found on your pay stub or at the top of your EmpCenter timesheet.

Who can I contact if I have questions?
Trouble accessing the survey: Contact the Tech Service Centre by calling 306-777-7980.
Questions about the confidentiality of responses: Contact McLean & Company directly at survey@mcleanco.com.
All other questions can be directed to your manager or supervisor.

Is this survey mandatory?
No, but your opinion is important to us. All employees are encouraged to provide their feedback.