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To: Senior Management
From: R. Scott Lake
CC: CEO, COO
Date: November 8, 2016
Re: Employee Preference Information Gathering Method

Memo

Our current method for gathering employee preferences, such as type of medical benefits, corporate sponsorship of charities, need for onsite daycare, etc., is gathered by asking their manager what they believe is best for their subordinates. In the past this has created programs that were instituted with the best intentions; however, in many instances they were not well received or utilized as expected. The old information gathering system could be likened to an autocratic republic where unelected officials chose the programs they liked and most likely what they thought their team members would participate. In an attempt to gather better and more pertinent information about employee preferences we need a new system.

The proposed new system will use voting plurality with elimination. This system will allow all employees to vote for various programs by weighing their preference for different programs. They will be given a first, second, third, ... choice. The votes will be tallied and then the programs with the least amount of votes will go into another round where the votes will be counted and compared again until a winner is decided. This system will also work well if, for instance, there are two or three programs that can be instituted from a list of five to ten proposals. The choices can be tallied and those that receive the most votes can be accepted and those with the least be discarded for the time being. Overall, this system is fair in determining winners by examining how every employee ranks their choice, which will give senior management confidence in implementing programs that employees actually want and will participate.

The old system of selecting employee preferences came at a great cost. If programs were instituted that were not wanted, employee moral took a hit, and the programs experienced low participation. This system will empower our employees and give them a voice in programs they actually want and will participate. We can ensure fairness by publishing the vote tallies and methodologies and show the transparency of the system. This will increase participation in the selection process, increase program participation and increase employee moral. The greatest benefit is greater employee loyalty to a company that actually cares about, and takes action on employees' wants and preferences.