Jefferson County Public Library is Seeing the Benefits of NOVAtime's Workforce Management Solution

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Jefferson County Public Library was established in 1952 and has grown to become a technologically progressive and service-oriented library system. JCPL currently serves over 530,000 county residents throughout its ten library locations, as well as a Bookmobile, an eTrain mobile computer training lab, and the Traveling Children's Library.

Prior to implementing the NOVAtime 4000 time and attendance solution, JCPL used a homegrown timekeeping and scheduling system that was largely paper-based. In 2012, JCPL decided to automate its timekeeping processes for its 400 employees and 45 supervisors across ten libraries and three administration locations. JCPL went live with the NOVAtime 4000 SaaS system in July 2012, and immediately began to see the benefits of utilizing the system. "We use the system for timekeeping and scheduling," explains Sandie Coutts, Employee Relations Manager for JCPL, "NOVAtime 4000 is streamlining the process, and it's actually making timekeeping and scheduling easier and more efficient."

Because NOVAtime 4000 automates employee timesheets and time-off requests, JCPL has seen a large reduction in paper usage. "It's completely automated now," explains Ms. Coutts, "The pieces of paper have completely disappeared. We used to drown in paper, but now it's completely gone."

Additionally, the NOVAtime 4000 system has provided JCPL employees with up-to-date information, such as accrual balances, schedules, etc.—right at their fingertips—with accessibility from their personal workstation computers. "With the old system, the payroll personnel would have to run the information and provide it to the employees," says Ms. Coutts, "With the new system, employees have access to all the information themselves." NOVAtime guided JCPL in its transition to the automated system, and Ms. Coutts adds that JCPL worked closely with one person in particular: Brian Harris. "He was always extremely helpful and responsive."

Another benefit of implementing the NOVAtime solution, particularly for organizations with multiple locations, is the standardization of timekeeping and scheduling processes. Prior to the use of NOVAtime 4000, JCPL employees in different locations used a variety of unique schedule templates. The NOVAtime 4000 system has created a uniform scheduling application for JCPL, and Ms. Coutts states, "The fact that schedules are made in NOVAtime, and the system automatically pushes the schedules forward, makes everything a lot easier."

When asked about any additional benefits NOVAtime 4000 provides, Ms. Coutts commented on the information available to supervisors and timekeepers. "I really like the way NOVAtime tracks people arriving early and people arriving late, while flagging and color-coding. Reporting capabilities for NOVAtime are also really good compared to what we had before."

As NOVAtime continues to improve upon its products with technological innovations, JCPL also continues to discover new ways to use the NOVAtime 4000 system throughout the organization. "I think it's an extremely powerful system and has a multitude of uses," says Ms. Coutts. "We are constantly developing new ways of using the product and streamlining processes through NOVAtime. We are only scratching the surface now."

For more information on NOVAtime *and how they can help you streamline your workforce management needs, please email sales@novatime.net or call 877.486.6682.*