

# WORKFORCE DEVELOPMENT NEWSLETTER



APRIL 2025 | VOLUME 6

HAPPY SPRING!!

## WELCOME TO THE THIRD QUARTER WORKFORCE DEVELOPMENT NEWSLETTER

As the season changes, so do our opportunities to grow, develop, and strive for excellence. In this edition, we highlight key updates on performance management, celebrate fitness and wellness initiatives, and recognize outstanding achievements in leadership development. Together we can make this season one of professional growth, well-being, and continued success!

### *DOD Performance Management and Appraisal Program*

Let's make performance count.

Below are simple reminders to help you stay on track with appraisals and reviews — the do's and don'ts of successful performance management:

#### DPMAP DO'S

- ✓ Conduct progress reviews regularly—don't wait until the last minute!
- ✓ Align individual performance goals with organizational objectives.
- ✓ Ensure employees have an approved plan in place for at least 90 days before receiving a rating.
- ✓ Review and validate performance accomplishments with supporting documentation.
- ✓ Communicate expectations clearly and provide timely feedback.

#### DPMAP DON'TS

- ✗ Do not submit annual appraisals before the last 90 days of the cycle (Jan 1 – Mar 31).
- ✗ Do not modify the performance plan while conducting a progress review.
- ✗ Do not skip documentation—if a supervisor leaves before Jan 1, a narrative statement is required for employees on an approved plan.
- ✗ Do not forget that early annual appraisals are only allowed when an employee or RO departs during the last 90 days of the cycle.

# Civilian Fitness and Health Promotion Program: Stride Into a Healthier You



Looking back: Congratulations to all the "New Year, New You" been truly inspiring. Special recognition goes to our top winners:



1 First Place: Donna Tomsic



2 Second Place: Beatrice Stallings



3 Third Place: Julie Cordova

Your commitment to personal well-being is an inspiration to us all!



## **Get Ready for the Spring Into Fitness 6-week Challenge!**

Spring is here, and it's time to refresh, recharge, and recommit to your fitness journey! The Spring Into Fitness Challenge kicks off on April 7, bringing exciting opportunities to stay active, build endurance, and foster camaraderie.



Challenge Dates: April 7 - May 18, 2025



Spring Into Fitness Challenge Information



Session April 3, 2025, at 12:00 - 12:30 PM



Hosted on MS Teams

For questions or to register, please get in touch with Ms. Tarisha Corey at [tarisha.corey.civ@army.mil](mailto:tarisha.corey.civ@army.mil) or (254) 287-7337.

<https://forms.osi.apps.mil/r/uDy742r8AH?origin=lprLink>

Workforce Development will be hosting monthly lunch and learn events.

To obtain additional information regarding these educational sessions, please visit the WFD's SharePoint or Teams.

[WFD Lunch and Learns](#) or [USAFG WFD Teams](#)

For more information on MWR Group Fitness Schedule contact Emily Cox, Program Fitness Specialist at [emily.v.cox2.naf@army.mil](mailto:emily.v.cox2.naf@army.mil)





# TRAINING & DEVELOPMENT OPPORTUNITIES



## Advancing Leadership: Celebrating CLDP II Graduates

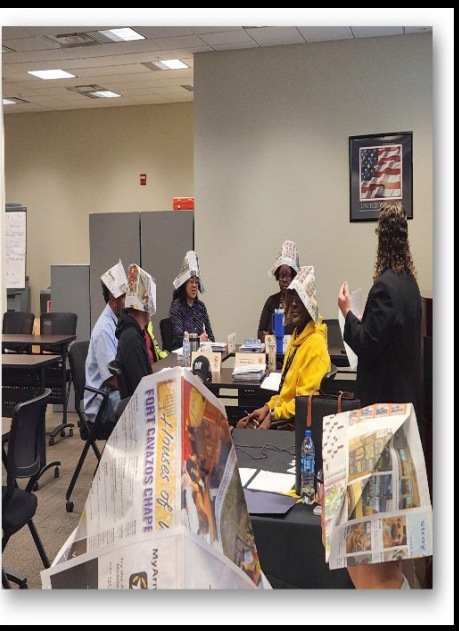
The Fort Cavazos Civilian Leadership Development Program (CLDP II) is designed for those ready to take their leadership journey to the next level. This advanced phase builds upon foundational skills, focusing on strategic decision-making, emotional intelligence, and leading through change. Participants engage in real-world leadership challenges and complete a capstone project, equipping them with practical, actionable expertise.

This quarter, we proudly recognize 14 Department of the Army civilians who successfully completed CLDP II on March 25, 2025. Since the program's inception in 2009, more than 700 employees have graduated, reinforcing Fort Cavazos' commitment to developing future leaders.



## Why CLDP II Matters

- Enhances critical leadership competencies essential for career growth.
- Provides hands-on experiences that translate directly into workplace success.
- Strengthens skills in navigating change, accountability, and strategic thinking.
- Develops the core attributes of a transformational leader—vision, inspiration, and the ability to elevate others toward shared goals.



Congratulations to our graduates for their dedication to leadership excellence! Your hard work and commitment continue to strengthen our workforce and inspire future leaders.



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