

Job Code Selection

1. Please select the job code(s) that your company currently employs at this location. Please check all that apply. *Find a list of the positions asked about in the survey [here](#).**
2. Please input a wage report for the following job: **[For job codes that fall into groups 37, 47, 49, 51, or 53 use format Q2]**
 - Number of employees _____*
 - Starting base hourly pay (excluding bonuses and benefits) *
 - 5-year base hourly pay (excluding bonuses and benefits) *
 - Are these union employees? *
 - Yes
 - No
 - At this time, how many current openings are there for this job at your company? _____*
 - In addition to any unfilled positions for this role, do you intend to add any additional people in this role in the next year? If yes, please indicate how many. *Note, please only include new employees for this position after the current open positions are filled.* _____

2A Please input a wage report for the following job: **[For job codes that DO NOT fall into groups 37, 47, 49, 51, or 53 use format Q2A]**

- Number of employees _____*
- Average base pay (excluding bonuses and benefits)
- Is the pay you entered expressed as hourly pay or annual salary? **[Dropdown list for Hourly, Annual]** *
- Are these union employees? *
 - Yes
 - No

- At this time, how many current openings are there for this job at your company? _____ *

In addition to any unfilled positions for this role, do you intend to add any additional people in this role in the next year? If yes, please indicate how many. *Note, please only include new employees for this position after the current open positions are filled.* _____

Individual and Company Information

3. How many employees does your company have in Kentucky? (Include all locations.) _____
4. How many employees does your company have at this location? _____

Work Schedule and Productivity

5. What is your organization's absenteeism rate? Job absence is defined as "unscheduled absence." It does *not* include: long-term absences; vacations, holidays or other scheduled leave; or absences of less than a full day.

$$\text{Absenteeism rate} = \frac{\text{Number of worker days lost through absences}}{\text{Total employees} * \text{Number of work days in year}} * 100$$

- Less than 1%
- 1 to 2%
- 3 to 4%
- 5 to 6%
- 7 to 8%
- 9 to 10%
- More than 10%

6. What is your organization's overall turnover rate? Please use the formula noted below.

$$\text{Turnover rate} = \frac{\text{\# of full-time employees who left during 2025}}{(\text{\# full-time employees 1/1/25} + \text{\# full-time employees 12/31/25})/2} * 100$$

- 1-10%
- 11-20%
- 21-40%
- 41-60%
- 61-80%
- 81-100%
- More than 100%

7. On average, what percent of your production positions are open or unfilled?

- None
- 1 to 5%
- 6 to 10%
- 11 to 15%
- 16 to 20%
- 21 to 40%
- 41 to 60%
- 61 to 80%
- 81 to 100%

8. On average, what percent of your office positions are open or unfilled?

- None
- 1 to 5%
- 6 to 10%
- 11 to 15%
- 16 to 20%
- 21 to 40%
- 41 to 60%
- 61 to 80%
- 81 to 100%

Pay Structure and Type

9. What pay differential does your organization offer per hour for the 2nd shift?

- None
- Less than 12 cents
- 12 to 19 cents
- 20 to 24 cents
- 25 to 29 cents
- 30 to 39 cents
- 40 to 54 cents
- 55 to 69 cents
- 70 cents or more

10. What pay differential does your organization offer per hour for the 3rd shift?

- None
- Less than 12 cents
- 12 to 19 cents
- 20 to 24 cents
- 25 to 29 cents
- 30 to 39 cents
- 40 to 54 cents
- 55 to 69 cents
- 70 cents or more

11. What is your company's typical budgeted merit-based pay increase?

- Do not have an annual merit increase
- [Dropdown list 1% to 10% or higher, in 1% increments]

Part-time & Temporary Employees

12. What percent of your employee base is part-time employees (include filled and unfilled positions)?

- None
- 1 to 5%
- 6 to 10%
- 11 to 15%
- 16 to 20%
- 21 to 40%
- 41 to 60%
- 61 to 80%
- 81 to 100%

13. How many hours per week must part-time employees be scheduled for work to qualify for benefits?

- Not eligible for benefits
- Under 20 hours
- 21-25 hours
- 26-30 hours
- 31-34 hours
- 35 hours or more

14. What percent of your employees are temporary?
- 0% - We do not utilize temporary employees, either hired as company employees or employed through a temp service
 - 1 to 5%
 - 6 to 10%
 - 11 to 15%
 - 16 to 20%
 - 21 to 40%
 - 41 to 60%
 - 61 to 80%
 - 81 to 100%
15. **[SHOW IF Q14 ≠ 0%]** Do you have seasonal peaks in business that require temporary employees?
- Yes
 - No
16. What would best describe your organization's future plans for temporary employees?
- Decrease use
 - Maintain the same level
 - Increase use

Attraction and Recruitment Practices

[Preamble for this section - based on answer to Q7]

[Preamble for 1% or more shortage] Earlier, you indicated that your company was experiencing **[insert answer from Q7]** open positions for your production workforce. Please answer the questions in this section based on what your company is doing to help offset that shortage.

[Preamble for no shortage] Earlier, you indicated that your company was not experiencing a labor shortage. Congratulations! Please answer these questions based on what you have done to mitigate that issue in your facility.

17. Which of the following productivity strategies is your company implementing to help offset a labor shortage? (please check all that apply)
- Automation that is designed to fill production roles we are having trouble staffing
 - Robotic processes that are designed to fill production roles we are having trouble staffing
 - Artificial intelligence
 - We are using these tools, but not necessarily to address staffing concerns
 - None of the above **[EXCLUSIVE]**

18. Which of the following financial incentive strategies are you using to recruit new employees for your facility? (please check all that apply)

- Sign-on bonus for new employees
- Referral bonus to existing employees who refer a new employee
- Increasing pay for new employees
- Increasing vacation or time off benefits
- Increasing benefits or providing benefits sooner
- Providing student loan repayment
- Other (please specify) _____
- None of the above **[EXCLUSIVE]**

19. Which of the following organizational strategies are you using to recruit new employees for your facility? (please check all that apply)

- Offering flexible hours
- Providing job sharing (where two people work part-time to cover one position)
- Reaching out to past employees to come back to work
- Providing transportation incentives to get to/from work
- None of the above **[EXCLUSIVE]**

20. What other strategies are you using to find new employees for your facility?

21. Generally speaking, how effective have your company's recruitment efforts been during the past year?

- 1 - not effective at all
- 2
- 3
- 4
- 5 - very effective

22. Which of the following sources are you actively using to find new employees for your facility? (please check all that apply)

- Referrals from existing employees
- External recruiter
- Staffing companies
- Job fairs
- Partnerships with halfway houses, recovery centers, fair chance agencies, etc.
- Partnerships with local high schools
- Partnerships with local colleges
- Online ads for open positions **[SHOW Q23]**
- Signs or banners at your facility or at other locations

23. Which online sources are you using to post ads for open positions?

24. What other sources are you using to find new employees for your facility?

Hiring

25. Which of the following concerns have you heard from prospective employees? These could be concerns that keep an employee from interviewing for or starting a job at your facility. (Please check all that apply)
- Not being able to find childcare
 - Not being able to afford childcare
 - Not being able to work because they have to provide care for a family member who is not a child
 - Not having transportation to your location
 - Cannot get hired due to past justice system involvement
 - Cannot work the shift that your company requires
 - Is only interested in part-time employment
 - Don't know/Not sure **EXCLUSIVE**
26. In what ways, if any, is your company being impacted by local/state/federal immigration concerns? (Please check all that apply)
- Recruitment
 - Retention
 - Attendance
 - Other (please explain) _____
27. Do you or have you used any of the following incentives/resources for hiring/training employees? Please check all that apply.
- Bluegrass State Skills
 - Pre-Apprenticeship/Registered Apprenticeship
 - KY FAME (Federation for Advanced Manufacturing Education)
 - Kentucky Career Center Programs (WIOA OJT/YOUTH Programs, WOTC)
 - KentuckianaWorks
 - Talent Pipeline Management
 - TRACK (Tech Ready Apprentices for Careers in Kentucky youth apprenticeship program)
 - Work-based learning programs (e.g. co-ops, internships/mentorships)
 - KCTCS – TRAINS funding
 - Other

28. Have you used any of the following incentives/resources for expansion and growth projects?
Please check all that apply.

- Bluegrass State Skills
- SBIR/STTR (Small Business Innovation Research/Small Business Technology Transfer)
- SBA/SBDC (Small Business Administration/Small Business Development Center)
- Local economic development incentives
- Other

Fair Chance Employment

29. Does your company include justice system involvement (this is also known as criminal background checks) as part of your background screening?

- We do not conduct background screening as part of our hiring process
- We do conduct background screening but do not check for justice system involvement
- We do conduct background screening and do check for justice system involvement

30. Will your company employ individuals who have previously been involved with the justice system?

- No **[SKIP TO Q34]**
- Yes, but there are limitations
- Yes

31. What is your company's limit for justice-involved fair chance hiring? (please indicate the infractions your company will accept)

- Misdemeanor class B
- Misdemeanor class A
- Felony class D
- Felony class C
- Felony class B
- Felony class A

32. Does your company have a strong connection with at least one fair chance partner organization?

- No, we do not have a connection to a fair chance partner organization
- Yes, we have a connection to a partner, but the relationship isn't very strong
- Yes, we have a connection, and the relationship is strong
- Yes, we have connections to multiple fair chance partner organizations

33. Do you work with fair chance employees to accommodate their schedule limitations (school, halfway house hours, AA/SA/medical/therapy/parole appointments)?
- No, our employees need to align their schedules to meet our shifts
 - Yes, we work as best we can to meet the scheduling needs of our fair chance employees
 - Yes, we are very flexible in meeting the scheduling needs of our fair chance employees

Retention

34. Is your work location accessible by public transit, and do the transit schedules align to your work shifts?
- Does not apply as there is little or no public transportation in our area
 - No, our location is not easily accessible by public transit
 - Yes, we are accessible by public transportation
 - Yes, we are accessible by public transportation and the schedule aligns with our work shifts
35. Does your company offer any programs designed to retain employees? Please check all that apply.
- Attendance bonus (please describe): _____
 - Profit sharing
 - Student loan repayment program
 - Unpaid time off
 - Other (please specify): _____
36. Generally speaking, how effective have your company's retention efforts been during the past year?
- 1 - not effective at all
 - 2
 - 3
 - 4
 - 5 - very effective

Employment Policies

37. What is the length of your organization's "probationary" period?

- Do not have one
- 1-30 days
- 31-60 days
- 61-90 days
- 91-120 days
- More than 120 days

38. Does your company currently have a marijuana use policy?

- No, and we do not intend to implement one **[SKIP TO Q40]**
- No, but we intend to implement one in the future **[PROCEED TO Q39]**
- Yes **[PROCEED TO Q39]**

39. What are the key considerations that you addressed (or are planning to address) in your marijuana use policy?

40. Which employment screenings do you regularly conduct? Please check all that apply.

- Pre-employment drug testing
- For-cause drug testing
- Random drug testing
- Post-accident drug testing
- Marijuana screening
- Credit checks
- Motor vehicle record checks
- Behavioral assessments
- Physical exam
- Basic skills tests
- Pre-employment skills testing
- Verification of education
- Reference checks
- Employment verification
- Educational background check
- Other (please specify): _____

41. What is the current state of diversity, equity, & inclusion in your company?
- We do not have a diversity, equity, and inclusion program and do not intend to implement one
 - We are interested in having a diversity, equity, and inclusion program but haven't started
 - We are currently developing our diversity, equity, and inclusion program
 - We have a program in place currently
 - Don't know/Not sure

Unions

42. Does your organization have a union(s)?
- Yes **[PROCEED TO Q43]**
 - No **[SKIP TO Q52]**
43. How many unions are represented in your organization?
- One
 - Two
 - Three
 - Four or more
44. What type of "no-strike clause" is in your organization's contract?
- Union is fully responsible
 - Union liability is limited to unauthorized strikes
 - Contract is silent on subject
45. Does the union contract have an "evergreen" clause (e.g. union is required to give a certain number of days' notice before going on strike)?
- Yes
 - No
46. Are any office or clerical employees covered by the union contract?
- Yes
 - No
47. Does the union contract have an escalator or cost of living clause?
- Yes
 - No
48. Does the union contract have a productivity clause?
- Yes
 - No

49. Does the union contract have guaranteed annual wage or supplemental unemployment compensation?

- Yes
 No

50. Check all of the following times for which your organization pays union reps.

- Time spent in grievance meetings
 Time spent in arbitration
 Time spent in negotiations
 Other

51. Have there been any work stoppages in the past five years?

- Yes
 No

Learning and Development

52. Does your organization have clearly defined career progression plans?

- No
 No, but we are working to create them
 Yes, but not for every position
 Yes, we have clearly defined career progression plans for all employees who would like to participate

53. What type of training do you anticipate needing for your workforce within the next three years?

Please check all that apply.

- Leadership/management
 Technical skills
 Supply chain/distribution/logistics
 Soft skills
 Other (please specify): _____

54. Which training methods/providers do you use for employee training and certification? Please check all that apply.

- Leadership/management
 On-the-job training
 Apprenticeships
 Vendor training
 Online training courses

- KY - MEP (Kentucky Manufacturing Extension Partnership)
- Kentucky Career Center
- Other private or non-profit provider
- Community colleges
- University/four-year colleges
- Other (please specify): _____

55. What skills or attributes, if any, do you find are missing in newly hired employees? Please check all that apply.

- For the most part our new hires have the skills we expect **[EXCLUSIVE]**
- Ability to work as a team
- Ability to follow instructions
- Ability to solve problems
- Basic math skills
- Basic writing skills
- Other (please specify): _____

Childcare

56. How is the issue of childcare impacting your company?

- Most of our employees do not have young children, so this isn't an issue
- Most of our employees have made arrangements for childcare, so this isn't an issue
- Childcare is an issue that comes up occasionally, but it usually can be resolved
- Childcare can be an issue, and it affects employee attendance
- Childcare is an issue, and it often stops a potential employee from accepting a job

57. Does your company currently participate in the Employee Child Care Assistance Partnership (ECCAP) Program?

- No, we have not heard of this program
- No, we don't participate and do not plan to in the future
- No, we don't participate because we decided it is not a fit for our needs
- No, we don't participate in this program because it is not clear how to access the funds or how they can be used.
- No, we don't currently participate but plan to in the future
- Yes, we are currently participating in ECCAP

58. Which, if any, of the following childcare assistance options do you offer to your employees?

Please check all that apply.

- Issue direct payments to employees with children based upon a set rate per child **[SKIP TO Q60]**
- Employees can make contributions to a pre-tax/FSA account **[SKIP TO Q60]**
- We contribute to employees' childcare through FSA, ECCAP, etc. **[SKIP TO Q60]**
- Partner with a local childcare facility to hold a certain number of spaces **[SKIP TO Q60]**
- Partner with a local childcare facility to provide discounted rates for employees **[SKIP TO Q60]**
- We have our own onsite childcare facility **[SKIP TO Q60]**
- Partner with other local companies in a shared local childcare facility **[SKIP TO Q60]**
- None of the above **[PROCEED TO Q59]**

59. What plans, if any, do you have to offer childcare assistance options to your employees? Please check all that apply.

- We anticipate offering childcare assistance in the near future
- We are interested in starting our own onsite childcare facility
- We are interested in partnering with local entities to research the ROI in sharing a local childcare facility
- None of the above **[EXCLUSIVE]**

Vacation and Holidays

Please answer the following questions based on your company's current policy for time off that is paid to the employee.

60. For the bulk of your organization's workforce, how long does it take to qualify for one week of vacation/PTO?

- Not offered
- Immediate
- 30 days
- 60 days
- 90 days or more

61. How long does it take to qualify for two weeks of vacation/PTO?

- Not offered
- Immediately
- One to six months
- Seven to eleven months
- One year
- More than one year

62. How long does it take to qualify for three weeks of vacation/PTO?

- Not offered
- Immediately
- One year
- Two years
- Three years
- Four years
- Five years
- Six or more years

63. How long does it take to qualify for four weeks of vacation/PTO?

- Not offered
- Immediately
- One year
- Two years
- Three years
- Four years
- Five years
- Six or more years

64. Does your vacation/PTO plan permit employees to convert unused vacation/PTO days to (please check all that apply):

- Cash
- Carry over
- Sick day bank or short-term disability
- Donate/Give to another employee for specific need
- None of the listed options are offered **[EXCLUSIVE]**

65. For the bulk of your organization's workforce, how many paid sick days are granted per year?

- None Six to ten days
 One to five days More than 10 days

Benefits

66. What benefits/perks does your company offer? Please check all that apply.

- Adoption assistance
- Company-provided learning and development (such as an allowance to attend conferences, workshops, etc.)
- Concierge medical services
- Concierge services
- Employee Assistance Program (EAP)
- Employee stock ownership plan
- Financial planning services
- Fitness center/gym reimbursement
- Fitness tracking apps/devices
- Flexible Spending Account (FSA) or Health Savings Account (HSA) or Health Reimbursement Account (HRA)
- Free daily lunch
- Game rooms/areas
- Internet and phone allowance
- Mental health services
- Onsite fitness center
- Onsite medical or near-site medical
- Paid maternity leave longer than 8 weeks
- Paid paternity leave
- Paid time off for community service
- Pet insurance
- Profit sharing
- Relocation benefits
- Remote work supplies allowance
- Ride-sharing/transportation to and from work
- Short-term disability plan
- Stress-relief breaks
- Student loan repayment
- Support groups (weight loss, stress, etc.)
- Tuition reimbursement
- Unlimited paid time off
- Vision insurance

67. Which of the following alternative work schedules/flex time does your organization offer? Please check all that apply.

- Flex time
- Compressed work schedule
- Hybrid work locations
- Job sharing
- Work at home
- Reduced work hours
- Other (please specify): _____
- None of the above **[EXCLUSIVE]**

68. What type of safety and security protocols does your company provide? Please check all that apply.

- Active shooter drills
- Active shooter training
- Badges required to access premises or specific parts of the facility
- Cameras in common areas or parking lots
- Metal detectors at entry points
- Security guards
- Other (please specify): _____

69. Who does your organization's medical plan cover? Please check all that apply.

- Do not offer medical insurance **[EXCLUSIVE; SKIP TO Q81]**
- Employee **[PROCEED TO Q70]**
- Dependent **[PROCEED TO Q70]**
- Partner **[PROCEED TO Q70]**
- Spouse **[PROCEED TO Q70]**
- Family **[PROCEED TO Q70]**

70. What is the monthly premium for individual coverage **that the employee pays** (for the plan under which the largest number of employees are covered)?

- Not offered
- Less than \$100
- \$101-\$200
- \$201-\$300
- \$301-\$400
- \$401-\$550
- \$551-\$750
- More than \$750

71. What is the monthly premium for family coverage **that the employee pays** (for the plan under which the largest number of employees are covered)?

- Not offered
- Less than \$300
- \$301-\$400
- \$401-\$500
- \$501-\$600
- \$601-\$750
- \$751-\$900
- \$901-\$1100
- More than \$1100

72. What percentage increase did your organization have at its last anniversary date for health insurance?

- None
- 0-5%
- 6-10%
- 11-15%
- 16-20%
- 21-25%
- 26-30%
- 31-35%
- 36-39%
- Over 40%

73. What percentage does the employee pay toward the cost of individual coverage?

- None
- 1-10%
- 11-20%
- 21-30%
- 31-40%
- 41-50%
- 51-99%
- 100%

74. What percentage does the employee pay toward the cost of family coverage?

- None
- 1-10%
- 11-20%
- 21-30%
- 31-40%
- 41-50%
- 51-99%
- 100%

75. What is your organization's deductible for individual coverage?

- None
- Less than \$500
- \$500-\$999
- \$1,000-\$1,499
- \$1,500-\$1,999
- \$2,000-\$2,499
- \$2,500-\$2,999
- \$3,000 or more

76. What is your organization's deductible for family coverage?

- None
- Less than \$500
- \$500-\$999
- \$1,000-\$1,999
- \$2,000-\$2,999
- \$3,000-\$3,999
- \$4,000-\$4,999
- \$5,000 or more

77. What is the maximum out-of-pocket for individual coverage?
- None
 - Less than \$2,500
 - \$2,500-\$3,500
 - \$3,501-\$4,500
 - \$4,501-\$5,500
 - \$5,501-\$6,500
 - More than \$6,500
78. What is the maximum out-of-pocket for family coverage?
- None
 - Less than \$9,500
 - \$9,500-\$10,500
 - \$10,501-\$11,500
 - \$11,501-\$12,500
 - \$12,501-\$13,500
 - More than \$13,500
79. What are the options for employees who opt-out of group health plans? Please check all that apply.
- Not allowed **EXCLUSIVE**
 - Provide an option to pay the same amount of company contribution to an employee to purchase his/her own medical insurance under a private policy
 - Require a signed waiver if an employee declines coverage under your company plan
 - Require proof of other coverage if an employee declines coverage
 - Other (please specify): _____
80. What are the options for employees whose spouse is eligible for coverage through another employer?
- This is not a consideration for our plan, so there are no differences
 - The spouse must take coverage through their employer
 - The spouse can take coverage through our plan, but the cost is higher

Retirement Plans

81. Which of the following does your organization offer? Please check all that apply.

- Defined benefit plan **[PROCEED TO Q82]**
- Defined contribution/401 (k) **[PROCEED TO Q82]**
- Deferred profit-sharing plan **[PROCEED TO Q82]**
- Employee stock option plan **[PROCEED TO Q82]**
- Roth IRA **[PROCEED TO Q82]**
- Organization does not offer retirement benefits **[EXCLUSIVE; SKIP TO AI SECTION]**

82. What is your organization's vesting schedule?

- Immediate
- 1 year
- 3 years
- 5 years
- Gradual to 7 years
- Other

83. What is the maximum percentage of an employee's salary that is matched?

- None
- 1% of pay
- 2% of pay
- 3% of pay
- 4% of pay
- 5% of pay
- 6% of pay
- 7% of pay
- 8% or more of pay

84. What percentage of your workforce participates in your company's retirement plan?

- 1 to 5%
- 6 to 10%
- 11 to 15%
- 16 to 20%
- 21 to 40%
- 41 to 60%
- 61 to 80%
- 81 to 100%

AI Platform Entry

The following questions are hosted on a separate platform and use AI technology to guide the conversation. You may be asked follow-up questions based on your responses. Please note that your answers to previous questions in this survey are not shared with or accessible on this platform.

AI1 - Are you currently using AI in your organization?

- Yes **[SKIP AI2, ANSWER REMAINING AI QUESTIONS]**
- No, but we are planning to use it in the future **[SKIP AI2, ANSWER REMAINING AI QUESTIONS]**
- No, and we aren't planning for it **[ANSWER AI2, THEN SKIP TO NEXT SECTION]**

AI2 - Are there specific reasons your company has chosen not to use AI at your facility? (This question uses AI technology, and you will be prompted with follow-up questions based on your response)

AI3 - In what ways are you currently using or planning to use AI in your organization? This could include predictive maintenance, document processing, or other applications. (This question uses AI technology, and you will be prompted with follow-up questions based on your response)

AI4 - How is your company addressing or planning to address any data security concerns with the use of AI? (This question uses AI technology, and you will be prompted with follow-up questions based on your response)

AI5 - What type of AI services are your organization using or planning to use?

- Free, open-source services
- Paid, open-source services
- Internally developed, proprietary models
- Externally developed, proprietary models
- Other (please specify) _____

AI Platform Exit

You have completed the AI-assisted portion of the survey.

85. The previous few questions used AI to generate follow-up questions. How relevant were these questions for your situation? (This question does not use AI).

- 1 - Not at all relevant
- 2
- 3
- 4
- 5 - Very relevant

86. How was your overall experience with this technology? (This question does not use AI).

Thank you for your time—those are all the questions we have for you today!