

Dept of DHS-Administration (401) Facts – FY '09

http://www.dhs.state.ia.us/



General Information

Address: Hoover Building
1305 East Walnut Street
Des Moines, IA 50319

Workforce Data (unless otherwise noted, information provided is at the end of FY '09)

# FT EEs: 341	# PT EEs: 3	# Temporary EEs: 6	Average Length of Service: 16.09
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Span of Control: 9.03	% Performance Evaluations Completed: 93.84%	Total Unemployment Insurance Claims: N/A
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	1	45-54	133	<25	0	45-54	17	# of Females:	217	# of Males:	124
25-34	22	55-64	99	25-34	1	55-64	15	% of WF:	63.64%	% of WF:	36.36%
35-44	77	65+	9	35-44	5	65+	0	Average Age:	50.29	Average Age:	49.57
Employee Average Age: 50.03				Supervisor Average Age: 52.91				Average Length of Service: 17.82		Average Length of Service: 13.06	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	26	# of African-American:	9	# of Non-minorities:	304
% of Workforce:	7.88%	# of Asian:	12	% of Workforce:	92.12%
Average Age:	47.51	# of American Indian:	2	Average Age:	50.39
Average Length of Service:	14.05	# of Hispanic or Latino:	3	Average Length of Service:	16.51

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	21	# of Persons With Non-Disabilities:	292
% of Workforce:	6.71%	% of Workforce:	93.29%
Average Age:	53.81	Average Age:	49.71
Average Length of Service:	19.63	Average Length of Service:	15.63

Officials/Administrators EEO Category 1: 64	Professionals EEO Category 2: 184	Technicians EEO Category 3: 43	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 50	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 0

Separation Rate: N/A%	Hire Rate: N/A%	Number Hires: 13	Transfer In: N/A
Retirements: 8 (6 were SLIP)	All Terminations: 3	Voluntary Quits: 5	Transfer Out: N/A

# of Classes Used: 63	Most Populous Classes: Info Tech Specialist 5 (27), Info Tech Specialist 4 (22), Mgmt Analyst 3 (19)	
Separations - By Class:	Social Worker 6 (2), DHS Dir (2), Info Tech Specialist 3 (2)	
# Eligible for Retirement:	114 in next 5 years	% Eligible: 33.43%

Leave and Benefits (unless otherwise noted, information provided is at the end of FY '09)

Vacation Payouts: \$78,503.16	Sick Leave Payouts: \$19,322.85	Annual Payroll: \$22,594,122.39	Avg. Base Salary: \$64,290.91	Overtime Days Worked: 295.9
Overtime Cost: \$75,095.00	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$0	Vacation Pay - Earned Value: \$1,806,907.57	Vacation Days Earned: 7,242.6	Vacation Used Expense: \$1,642,826.62	Vacation Days Taken: 6,605.9
Workers' Comp Days Used: 0	Sick Leave Days Earned: 5,344.4	Reg. Sick Leave Used Expense: \$680,455.81	Reg. Sick Leave Days Used: 2,886.2	Converted Sick Leave To Vacation Days Used: 504.9
	Sick Leave -Earned Value: \$1,282,582.42		Avg. Sick Leave Days Per EE: 8.46	Converted Sick Leave To Vacation Used Expense: \$131,165.94
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	Reclassifications Up (Filled): 1 Up (Vacant): 1 Down (Filled): 0 Down (Vacant): 0 Lateral (Filled): 0 Lateral (Vacant): 1 Approx. Annual New Cost of Reclassified Positions:* \$9,536.80	Grievances Contract Grievances: N/A Disciplinary: N/A Language: N/A Non-Contract Grievances: N/A Disciplinary: N/A Language: N/A Arbitrations: N/A
Funeral Leave Used Expense: \$19,916.56	Funeral Days Used: 88.4	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$2,762.17	Jury Leave Days Used: 8.8	Special Duty Pay: \$9,046.40		

* based on difference between average of old and new pay grade FY '09. Vacancies and laterals were not calculated into the "cost."

Affirmative Action (Underutilization [UU] and Gains/Losses)

Females: Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A	Minorities: Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A	PWD: Begin of Year (FY '09) UU: N/A Gains/Losses (FY '09): N/A End of Year (FY '09) UU: N/A
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Sources: AS400 Queries; "Just the Facts for FY09" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: December 2009