

# Dept. of Administrative Services Facts – FY '10

http://das.iowa.gov/index.html



## 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 '10)

# FT EEs: 350	# PT EEs: 7	# Temporary EEs: 2	Average Length of Service: 13.79
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Span of Control: 10.79	% Performance Evaluations Completed: 92.18%	Total Unemployment Insurance Claims: 1
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	5	45-54	141	<25	0	45-54	14	# of Females:	141	# of Males:	209
25-34	33	55-64	96	25-34	2	55-64	13	% of WF:	40.29%	% of WF:	59.71%
35-44	73	65+	2	35-44	4	65+	0	Average Age:	49.29	Average Age:	47.95
Employee Average Age: 48.49				Supervisor Average Age: 51.68				Average Length of Service: 15.33		Average Length of Service: 12.75	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	40	# of African-American:	17	# of Non-minorities:	304
% of Workforce:	11.43%	# of Asian:	15	% of Workforce:	86.86%
Average Age:	46.12	# of American Indian:	3	Average Age:	48.75
Average Length of Service:	10.40	# of Hispanic or Latino:	5	Average Length of Service:	14.22

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	27	# of Persons With Non-Disabilities:	304
% of Workforce:	7.71%	% of Workforce:	86.86%
Average Age:	53.08	Average Age:	47.88
Average Length of Service:	21.54	Average Length of Service:	12.69

Officials/Administrators EEO Category 1: 41	Professionals EEO Category 2: 164	Technicians EEO Category 3: 24	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 26	Skilled Craft EEO Category 7: 32	Service/Maintenance EEO Category 8: 63

Separation Rate: 16.76%	Hire Rate: 2.39%	Number Hires: 5	Transfer In: 4
Retirements: 47	All Terminations: 3	Voluntary Quits: 7	Transfer Out: 6

# of Classes Used: 86	Most Populous Classes: Information Tech Specialist 5 (46), Custodial Worker (42), Personnel Mgmt Spec Advanced (19)
Separations - By Class:	Purchasing Agent 3 (5), Custodial Wkr (2), Info Tech Specialist 3 (3), Info Tech Spec 5 (3), Personnel Mgmt Spec Advanced (3)
# Eligible for Retirement:	91 in the next 5 years      % Eligible: 26.00%

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '10)

Vacation Payouts: \$21,768.81	Sick Leave Payouts: \$89,255.90	Annual Payroll: \$24,914,377.43	Avg. Base Salary: \$63,140.47	Overtime Days Worked: 965.8
Overtime Cost: \$254,704.99	Reassignment Pay: \$3,889.60	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: N/A	Vacation Pay - Earned Value: \$2,014,479.25	Vacation Days Earned: 8,135.6	Vacation Used Expense: \$1,777,315.62	Vacation Days Taken: 7,263.2
Workers' Comp Days Used: N/A	Sick Leave Days Earned: 6,426.2	Reg. Sick Leave Used Expense: \$776,659.43	Reg. Sick Leave Days Used: 3,687.3	Converted Sick Leave To Vacation Days Used: 644.0
	Sick Leave -Earned Value: \$1,463,018.90		Avg. Sick Leave Days Per EE: 10.54	Converted Sick Leave To Vacation Used Expense: \$178,312.20
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: 0	<u>Reclassifications</u> Up (Filled): 2 Up (Vacant): 2 Down (Filled): 0 Down (Vacant): 1 Lateral (Filled): 0 Lateral (Vacant): 2 Approx. Annual New Cost of Reclassified Positions:* \$10,712.57	<u>Grievances</u> Contract Grievances: 3 Disciplinary: 2 Language: 1 Non-Contract Grievances: 1 Disciplinary: 1 Language: 0 Arbitrations: 0
Funeral Leave Used Expense: \$33,376.59	Funeral Days Used: 149.5	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$1,501.67	Jury Leave Days Used: 5.3	Special Duty Pay: \$0		

\* based on difference between average of old and new pay grade FY '10. Vacancies and laterals were not calculated into the "cost."

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

<b>Females:</b> Beginning of Year (FY '10) UU: N/A Gains/Losses (FY '10): N/A End of Year (FY '10) UU: N/A	<b>Minorities:</b> Beginning of Year (FY '10) UU: N/A Gains/Losses (FY '10): N/A End of Year (FY '10) UU: N/A	<b>PWD:</b> Beginning of Year (FY '10) UU: N/A Gains/Losses (FY '10): N/A End of Year (FY '10) UU: N/A
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