

# Dept of DHS-Central Office (413) Facts – FY '07

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



## General Information

**Address:** Hoover State Office Building  
1305 East Walnut  
Des Moines, IA 50319

## Workforce Data (unless otherwise noted, information provided is at the end of FY '07)

# FT EEs: 30	# PT EEs: 0	# Temporary EEs: 0	Average Length of Service: 16.17
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Span of Control: 30.00	% Performance Evaluations Completed: 9.7%	Total Unemployment Insurance Claims: N/A
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	0	45-54	10	<25	0	45-54	0	# of Females:	26	# of Males:	4
25-34	2	55-64	11	25-34	0	55-64	0	% of WF:	86.67%	% of WF:	13.33%
35-44	7	65+	0	35-44	1	65+	0	Average Age:	49.49	Average Age:	47.56
Employee Average Age: 49.23				Supervisor Average Age: 39.53				Average Length of Service: 17.92		Average Length of Service: 4.60	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	2	# of African-American:	0	# of Non-minorities:	27
% of Workforce:	6.67%	# of Asian:	0	% of Workforce:	90.00%
Average Age:	58.24	# of American Indian:	2	Average Age:	48.51
Average Length of Service:	21.43	# of Hispanic or Latino:	0	Average Length of Service:	16.05

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	6	# of Persons With Non-Disabilities:	22
% of Workforce:	20.00%	% of Workforce:	73.33%
Average Age:	55.76	Average Age:	46.66
Average Length of Service:	20.25	Average Length of Service:	14.61

Officials/Administrators EEO Category 1: 1	Professionals EEO Category 2: 9	Technicians EEO Category 3: 14	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 6	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 0

Separation Rate: N/A%	Hire Rate: N/A%	Number Hires: 0	Transfer In: N/A
Retirements: 0	All Terminations: 0	Voluntary Quits: 1	Transfer Out: N/A

# of Classes Used: 12	Most Populous Classes: Income Maint Worker 3 (7), Clerk-Specialist (5), 3 classes with 3 incumbents each		
Separations - By Class:	Clerk-Specialist (1)		
# Eligible for Retirement:	6 in next 5 years	% Eligible: 20.00%	

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '07)

Vacation Payouts: \$555.90	Sick Leave Payouts: \$2,000.00	Annual Payroll: \$1,697,625.70	Avg. Base Salary: \$55,280.16	Overtime Days Worked: 29.8
Overtime Cost: \$8,170.87	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$7,424.26	Vacation Pay - Earned Value: \$145,638.86	Vacation Days Earned: 683.8	Vacation Used Expense: \$136,808.84	Vacation Days Taken: 660.6
Workers' Comp Days Used: 19	Sick Leave Days Earned: 473.8	Reg. Sick Leave Used Expense: \$50,828.20	Reg. Sick Leave Days Used: 258.7	Converted Sick Leave To Vacation Days Used: 38.1
	Sick Leave -Earned Value: \$97,594.25		Avg. Sick Leave Days Per EE: 8.62	Converted Sick Leave To Vacation Used Expense: \$10,140.92
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	<b>Reclassifications</b> Up (Filled): 0 Up (Vacant): 0 Down (Filled): 1 Down (Vacant): 0 Lateral (Filled): 0 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$(7,727.20)	<b>Grievances</b> 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: \$1,284.76	Funeral Days Used: 6.3	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$109.26	Jury Leave Days Used: 0.8	Special Duty Pay: \$0		

\* based on difference between average of old and new pay grade FY '07. Vacancies and laterals were not calculated into the "cost."

## Affirmative Action (Remedial Underutilization [RUU] and Remedial Hiring Goals)

<b>Females:</b> Current Year (FY '08) RUU: N/A Current Year (FY '08) Goal: N/A	<b>Minorities:</b> Current Year (FY '08) RUU: N/A Current Year (FY '08) Goal: N/A	<b>PWD:</b> Year (FY '08) RUU: N/A Current Year (FY '08) Goal: N/A
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Sources: AS400 Queries; "Just the Facts for FY07" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: July 25, 2008