

# Department of Cultural Affairs Facts – FY '08

http://www.culturalaffairs.org/



## General Information

**Address:** New Historical Building  
600 East Locust  
Des Moines, IA 50319-0290

## Workforce Data (unless otherwise noted, information provided is at the end of FY '08)

# FT EEs: 75	# PT EEs: 5	# Temporary EEs: 32	Average Length of Service: 13.23
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Span of Control: 8.44	% Performance Evaluations Completed: 72%	Total Unemployment Insurance Claims: 5
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	0	45-54	29	<25	0	45-54	3	# of Females:	44	# of Males:	31
25-34	7	55-64	27	25-34	0	55-64	4	% of WF:	58.67%	% of WF:	41.33%
35-44	8	65+	4	35-44	1	65+	1	Average Age:	50.57	Average Age:	52.68
Employee Average Age: 51.44				Supervisor Average Age: 54.73				Average Length of Service: 11.90		Average Length of Service: 15.11	

Minorities	Breakout of Minorities	Non-minorities
# of Minorities: 2	# of African-American: 1	# of Non-minorities: 66
% of Workforce: 2.67%	# of Asian: 0	% of Workforce: 88.00%
Average Age: 51.11	# of American Indian: 0	Average Age: 51.46
Average Length of Service: 1.72	# of Hispanic or Latino: 1	Average Length of Service: 13.84

Persons With Disabilities	Persons With Non-Disabilities
# of Persons With Disabilities: 2	# of Persons With Non-Disabilities: 68
% of Workforce: 2.67%	% of Workforce: 90.67%
Average Age: 59.93	Average Age: 51.34
Average Length of Service: 22.28	Average Length of Service: 12.93

Officials/Administrators EEO Category 1: 7	Professionals EEO Category 2: 51	Technicians EEO Category 3: 5	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: 6

Separation Rate: 4.44%	Hire Rate: 10.37%	Number Hires: 6	Transfer In: 1
Retirements: 0	All Terminations: 0	Voluntary Quits: 2	Transfer Out: 1

# of Classes Used: 30	Most Populous Classes: Historical Program Spec (24), Info Specialist 2 (4), 5 classes with 3 incumbent each
Separations - By Class:	Historical Program Specialist (1), Warehouse Operations Worker (1)
# Eligible for Retirement:	25 in next 5 years      % Eligible: 33.33%

## Leave and Benefits (unless otherwise noted, information provided is at the end of FY '08)

Vacation Payouts: \$3,432.72	Sick Leave Payouts: \$0	Annual Payroll: \$4,335,716.17	Avg. Base Salary: \$53,574	Overtime Days Worked: 56.9
Overtime Cost: \$11,033.94	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$3,984.00	Vacation Pay - Earned Value: \$314,541.96	Vacation Days Earned: 1,515.6	Vacation Used Expense: \$292,019.52	Vacation Days Taken: 1,373.8
Workers' Comp Days Used: 68	Sick Leave Days Earned: 1,273.6  Sick Leave -Earned Value: \$243,373.62	Reg. Sick Leave Used Expense: \$116,719.99	Reg. Sick Leave Days Used: 580.2  Avg. Sick Leave Days Per EE: 7.74	Converted Sick Leave To Vacation Days Used: 231.5  Converted Sick Leave To Vacation Used Expense: \$49,397.12
Injury Leave Used Expense: \$655.35	Injury Leave Days Used: 3.7	Classification Appeals: 1	<u>Reclassifications</u> Up (Filled): 6 Up (Vacant): 0 Down (Filled): 0 Down (Vacant): 0 Lateral (Filled): 0 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$47,788.00	<u>Grievances</u> Contract Grievances: 0 Disciplinary: 0 Language: 0 Non-Contract Grievances: 0 Disciplinary: 0 Language: 0 Arbitrations: 0
Funeral Leave Used Expense: \$3,678.48	Funeral Days Used: 22.5	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$63.73	Jury Leave Days Used: 0.4	Special Duty Pay: \$0		

\* based on difference between average of old and new pay grade FY '08. Vacancies and laterals were not calculated into the "cost."

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

<b>Females:</b> Current Year (FY '09) RUU: N/A Current Year (FY '09) Goal: N/A Goal Achievement (FY '08): No, -1/5	<b>Minorities:</b> Current Year (FY '09) RUU: N/A Current Year (FY '09) Goal: N/A Goal Achievement (FY '08): No, 0/3	<b>PWD:</b> Year (FY '09) RUU: 5 Current Year (FY '09) Goal: 1 Goal Achievement (FY '08): No, 0/5
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Sources: AS400 Queries; "Just the Facts for FY08" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: February 5, 2009