

# Governor's Office (only) Facts – FY '08

http://www.governor.iowa.gov



## General Information

**Address:** State Capitol Building  
Des Moines, IA 50319

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

|              |             |                    |                                 |
|--------------|-------------|--------------------|---------------------------------|
| # FT EEs: 37 | # PT EEs: 0 | # Temporary EEs: 2 | Average Length of Service: 5.09 |
|--------------|-------------|--------------------|---------------------------------|

|                       |   |  |
|-----------------------|---|--|
| Span of Control: 9.25 | % Performance Evaluations Completed: N/A% | Total Unemployment Insurance Claims: N/A |
|-----------------------|---|--|

| Employee Age Groups         |    |       |   | Supervisor Age Groups         |   |       |   | Females                         |        | Males                           |        |
|-----------------------------|----|-------|---|-------------------------------|---|-------|---|---------------------------------|--------|---------------------------------|--------|
| <25                         | 4  | 45-54 | 6 | <25                           | 0 | 45-54 | 2 | # of Females:                   | 20     | # of Males:                     | 17     |
| 25-34                       | 12 | 55-64 | 4 | 25-34                         | 1 | 55-64 | 0 | % of WF:                        | 54.05% | % of WF:                        | 45.95% |
| 35-44                       | 11 | 65+   | 0 | 35-44                         | 1 | 65+   | 0 | Average Age:                    | 41.55  | Average Age:                    | 35.66  |
| Employee Average Age: 38.85 |    |       |   | Supervisor Average Age: 43.63 |   |       |   | Average Length of Service: 6.50 |        | Average Length of Service: 3.43 |        |

| Minorities                 |       | Breakout of Minorities   |   | Non-minorities             |        |
|----------------------------|-------|--------------------------|---|----------------------------|--------|
| # of Minorities:           | 3     | # of African-American:   | 2 | # of Non-minorities:       | 34     |
| % of Workforce:            | 8.11% | # of Asian:              | 1 | % of Workforce:            | 91.89% |
| Average Age:               | 40.78 | # of American Indian:    | 0 | Average Age:               | 38.67  |
| Average Length of Service: | 5.79  | # of Hispanic or Latino: | 0 | Average Length of Service: | 5.03   |

| Persons With Disabilities       |       | Persons With Non-Disabilities       |        |
|---------------------------------|-------|-------------------------------------|--------|
| # of Persons With Disabilities: | 1     | # of Persons With Non-Disabilities: | 29     |
| % of Workforce:                 | 2.70% | % of Workforce:                     | 78.38% |
| Average Age:                    | 24.93 | Average Age:                        | 37.45  |
| Average Length of Service:      | 1.44  | Average Length of Service:          | 3.72   |

|  |  |                                    |  |
|--|--|------------------------------------|--|
| Officials/Administrators<br>EEO Category 1: 19 | Professionals<br>EEO Category 2: 12          | Technicians<br>EEO Category 3: 0   | Protective Service: Sworn<br>EEO Category 4: 0 |
| Protect. Serv.: Non-Sworn<br>EEO Category 5: 0 | Administrative Services<br>EEO Category 6: 0 | Skilled Craft<br>EEO Category 7: 0 | Service/Maintenance<br>EEO Category 8: 6       |

|                       |                     |                    |                   |
|-----------------------|---------------------|--------------------|-------------------|
| Separation Rate: N/A% | Hire Rate: N/A%     | Number Hires: 5    | Transfer In: N/A  |
| Retirements: 0        | All Terminations: 0 | Voluntary Quits: 3 | Transfer Out: N/A |

|                            |  |                   |  |
|----------------------------|--|-------------------|--|
| # of Classes Used: 18      | Most Populous Classes: Admin Assistant 1 (7), Governor's Admin Asst 1 (6), Admin Assistant 2 (4), Gov's Admin Asst 2 (4) |                   |  |
| Separations - By Class:    | Admin Assistant 1 (1), Admin Assistant 2 (1), Governor's Admin Asst 4 (1)  |                   |  |
| # Eligible for Retirement: | 2 in next 5 years  | % Eligible: 5.41% |  |

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

|  |  |   |   |  |
|--|--|---|---|--|
| Vacation Payouts:<br>\$11,552.42           | Sick Leave Payouts:<br>\$0                   | Annual Payroll:<br>\$2,080,921.02               | Avg. Base Salary:<br>\$56,914   | Overtime Days Worked:<br>9.6   |
| Overtime Cost:<br>\$1,885.13               | Reassignment Pay:<br>\$0                     | Recruitment Bonus Pay:<br>\$0                   | Retention Pay:<br>\$0   | Exceptional Job Performance Pay:<br>\$1,200.00   |
| Workers' Comp Payouts:<br>\$0              | Vacation Pay - Earned<br>Value: \$101,368.66 | Vacation Days Earned:<br>521.9                  | Vacation Used Expense:<br>\$76,502.99   | Vacation Days Taken:<br>373.7  |
| Workers' Comp Days Used: 0                 | Sick Leave Days Earned:<br>613.1             | Reg. Sick Leave Used<br>Expense:<br>\$35,398.81 | Reg. Sick Leave Days Used:<br>202.5   | Converted Sick Leave To<br>Vacation Days Used:<br>58.5   |
|  | Sick Leave -Earned<br>Value:<br>\$124,761.65 |   | Avg. Sick Leave Days Per EE:<br>5.47  | Converted Sick Leave To<br>Vacation Used Expense:<br>\$13,182.84   |
| Injury Leave Used<br>Expense:<br>\$0       | Injury Leave Days Used:<br>0                 | Classification Appeals:<br>0                    | <b>Reclassifications</b><br>Up (Filled): 0<br>Up (Vacant): 0<br>Down (Filled): 0<br>Down (Vacant): 2<br>Lateral (Filled): 0<br>Lateral (Vacant): 0<br>Approx. Annual New Cost of<br>Reclassified Positions:*<br>\$0 | <b>Grievances</b><br>Contract Grievances: 0<br>Disciplinary: 0<br>Language: 0<br>Non-Contract Grievances: 0<br>Disciplinary: 0<br>Language: 0<br>Arbitrations: 0 |
| Funeral Leave Used<br>Expense:<br>\$767.73 | Funeral Days Used:<br>5.3                    | Extraordinary Pay:<br>\$0                       |   |  |
| Jury Leave Used<br>Expense:<br>\$563.04    | Jury Leave Days Used:<br>3.0                 | Special Duty Pay:<br>\$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<br>Current Year (FY '09) Goal: N/A<br>Goal Achievement (FY '08): N/A | <b>Minorities:</b> Current Year (FY '09) RUU: N/A<br>Current Year (FY '09) Goal: N/A<br>Goal Achievement (FY '08): N/A | <b>PWD:</b> Year (FY '09) RUU: N/A<br>Current Year (FY '09) Goal: N/A<br>Goal Achievement (FY '08): N/A |
|---|--|---|

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 6, 2009