

Department of Management Facts – FY '08

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General Information

Address: Ground Floor South
State Capitol Building
Des Moines, IA 50319

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

# FT EEs: 32	# PT EEs: 0	# Temporary EEs: 1	Average Length of Service: 16.57
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Span of Control: 10.00	% Performance Evaluations Completed: 85%	Total Unemployment Insurance Claims: 0
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	0	45-54	18	<25	0	45-54	1	# of Females:	13	# of Males:	19
25-34	0	55-64	7	25-34	0	55-64	2	% of WF:	40.63%	% of WF:	59.37%
35-44	7	65+	0	35-44	0	65+	0	Average Age:	48.54	Average Age:	50.43
Employee Average Age: 49.66				Supervisor Average Age: 55.25				Average Length of Service: 17.68		Average Length of Service: 15.80	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	2	# of African-American:	1	# of Non-minorities:	29
% of Workforce:	6.25%	# of Asian:	0	% of Workforce:	90.63%
Average Age:	54.15	# of American Indian:	1	Average Age:	49.49
Average Length of Service:	20.96	# of Hispanic or Latino:	0	Average Length of Service:	16.79

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	1	# of Persons With Non-Disabilities:	28
% of Workforce:	3.13%	% of Workforce:	87.50%
Average Age:	39.84	Average Age:	49.91
Average Length of Service:	8.70	Average Length of Service:	17.10

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

Separation Rate: 7.02%	Hire Rate: 14.04%	Number Hires: 1	Transfer In: 3
Retirements: 0	All Terminations: 0	Voluntary Quits: 2	Transfer Out: 0

# of Classes Used: 12	Most Populous Classes: Fiscal & Policy Analyst Sr (9), Fiscal & Policy Analyst Princ (5), Performance Results Administrator (5)		
Separations - By Class:	Executive Secretary (1), Fiscal & Policy Analyst Sr (1)		
# Eligible for Retirement:	9 in next 5 years	% Eligible: 28.13%	

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

Vacation Payouts: \$1,341.54	Sick Leave Payouts: \$0	Annual Payroll: \$2,540,383.77	Avg. Base Salary: \$83,328.94	Overtime Days Worked: 0
Overtime Cost: \$0	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$0	Vacation Pay - Earned Value: \$214,868.12	Vacation Days Earned: 667.9	Vacation Used Expense: \$196,194.28	Vacation Days Taken: 618.5
Workers' Comp Days Used: 0	Sick Leave Days Earned: 469.0	Reg. Sick Leave Used Expense: \$43,657.71	Reg. Sick Leave Days Used: 156.0	Converted Sick Leave To Vacation Days Used: 104.0
	Sick Leave -Earned Value: \$141,122.41		Avg. Sick Leave Days Per EE: 4.88	Converted Sick Leave To Vacation Used Expense: \$31,305.64
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: 0	<u>Reclassifications</u> Up (Filled): 5 Up (Vacant): 0 Down (Filled): 0 Down (Vacant): 0 Lateral (Filled): 3 Lateral (Vacant): 1 Approx. Annual New Cost of Reclassified Positions:* \$70,439.20	<u>Grievances</u> Contract Grievances: 0 Disciplinary: 0 Language: 0 Non-Contract Grievances: 0 Disciplinary: 0 Language: 0 Arbitrations: 0
Funeral Leave Used Expense: \$10,115.23	Funeral Days Used: 39.6	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$788.64	Jury Leave Days Used: 3.0	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)

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

Date of Completion: February 10, 2009