

Dept. of Administrative Services Facts – FY '11

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 '11)

# FT EEs: 357	# PT EEs: 7	# Temporary EEs: 2	Average Length of Service: 13.65
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Span of Control: 10.79	% Performance Evaluations Completed: N/A%	Total Unemployment Insurance Claims: 0
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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:	216
25-34	31	55-64	106	25-34	3	55-64	12	% of WF:	39.50%	% of WF:	60.50%
35-44	69	65+	5	35-44	4	65+	0	Average Age:	50.25	Average Age:	48.46
Employee Average Age: 49.17				Supervisor Average Age: 50.95				Average Length of Service: 15.85		Average Length of Service: 12.22	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	36	# of African-American:	15	# of Non-minorities:	315
% of Workforce:	10.08%	# of Asian:	14	% of Workforce:	88.24%
Average Age:	47.65	# of American Indian:	2	Average Age:	49.28
Average Length of Service:	10.24	# of Hispanic or Latino:	5	Average Length of Service:	14.00

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	26	# of Persons With Non-Disabilities:	310
% of Workforce:	7.28%	% of Workforce:	86.83%
Average Age:	54.18	Average Age:	49.54
Average Length of Service:	21.01	Average Length of Service:	14.74

Officials/Administrators EEO Category 1: 44	Professionals EEO Category 2: 169	Technicians EEO Category 3: 22	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 22	Skilled Craft EEO Category 7: 33	Service/Maintenance EEO Category 8: 67

Separation Rate: 10.18%	Hire Rate: 9.62%	Number Hires: 26	Transfer In: 8
Retirements: 5	All Terminations: 7	Voluntary Quits: 17	Transfer Out: 7

# of Classes Used: 83	Most Populous Classes: Information Tech Specialist 5 (47), Custodial Worker (39), Human Resource Professional 2 (21)		
Separations - By Class:	Custodial Worker (8), Human Resource Professional 1 (3), 18 classes with 1 incumbent each		
# Eligible for Retirement:	103 in the next 5 years	% Eligible: 28.85%	

Leave and Benefits (unless otherwise noted, information provided is at the end of FY '11)

Vacation Payouts: \$224,717.27	Sick Leave Payouts: \$14,000.00	Annual Payroll: \$23,759,137.33	Avg. Base Salary: \$64,392	Overtime Days Worked: 674.8
Overtime Cost: \$185,024.84	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: \$1,817,297.19	Vacation Days Earned: 7,161.3	Vacation Used Expense: \$1,756,905.11	Vacation Days Taken: 6,806.9
Workers' Comp Days Used: N/A	Sick Leave Days Earned: 5,853.5 Sick Leave -Earned Value: \$1,364,437.09	Reg. Sick Leave Used Expense: \$688,369.87	Reg. Sick Leave Days Used: 3,121.0 Avg. Sick Leave Days Per EE: 8.74	Converted Sick Leave To Vacation Days Used: 617.0 Converted Sick Leave To Vacation Used Expense: \$184,316.72
Injury Leave Used Expense: \$741.03	Injury Leave Days Used: 5.9	Classification Appeals: 2	<u>Reclassifications</u> Up (Filled): 10 Up (Vacant): 0 Down (Filled): 11 Down (Vacant): 1 Lateral (Filled): 1 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$-26,024.40	<u>Grievances</u> Contract Grievances: 9 Disciplinary: 4 Language: 5 Non-Contract Grievances: 0 Disciplinary: 0 Language: 0 Arbitrations: 0
Funeral Leave Used Expense: \$37,513.04	Funeral Days Used: 158.2	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$3,677.95	Jury Leave Days Used: 13.6	Special Duty Pay: \$0		

* based on difference between average of old and new pay grade FY '11. Vacancies and laterals were not calculated into the "cost."

Sources: Data Warehouse Queries; "Just the Facts for FY11" Almanac; Department of Management; DAS-HRE Labor Relations Team and DAS-HRE Personnel Officers.

Date of Completion: December 2011