

# Dept of DHS-Administration (401) Facts – FY '11

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



## 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: 279	# PT EEs: 2	# Temporary EEs: 1	Average Length of Service: 15.60
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Span of Control: 11.12	% Performance Evaluations Completed: N/A%	Total Unemployment Insurance Claims: N/A
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Employee Age Groups				Supervisor Age Groups				Females		Males	
<25	0	45-54	126	<25	0	45-54	12	# of Females:	184	# of Males:	95
25-34	20	55-64	73	25-34	0	55-64	10	% of WF:	65.95%	% of WF:	34.05%
35-44	54	65+	6	35-44	1	65+	2	Average Age:	49.65	Average Age:	49.96
Employee Average Age: 49.76				Supervisor Average Age: 54.54				Average Length of Service: 16.86		Average Length of Service: 13.14	

Minorities		Breakout of Minorities		Non-minorities	
# of Minorities:	21	# of African-American:	6	# of Non-minorities:	249
% of Workforce:	7.53%	# of Asian:	11	% of Workforce:	89.25%
Average Age:	46.89	# of American Indian:	0	Average Age:	50.13
Average Length of Service:	14.08	# of Hispanic or Latino:	4	Average Length of Service:	15.87

Persons With Disabilities		Persons With Non-Disabilities	
# of Persons With Disabilities:	16	# of Persons With Non-Disabilities:	236
% of Workforce:	5.73%	% of Workforce:	84.59%
Average Age:	51.80	Average Age:	49.47
Average Length of Service:	16.35	Average Length of Service:	15.43

Officials/Administrators EEO Category 1: 46	Professionals EEO Category 2: 160	Technicians EEO Category 3: 37	Protective Service: Sworn EEO Category 4: 0
Protect. Serv.: Non-Sworn EEO Category 5: 0	Administrative Services EEO Category 6: 36	Skilled Craft EEO Category 7: 0	Service/Maintenance EEO Category 8: 0

Separation Rate: N/A%	Hire Rate: N/A%	Number Hires: 9	Transfer In: N/A
Retirements: 9	All Terminations: 2	Voluntary Quits: 4	Transfer Out: N/A

# of Classes Used: 53	Most Populous Classes: Info Tech Specialist 5 (24), Program Planner 3 (19), Info Tech Specialist 4 (18)	
Separations - By Class:	Info Tech Specialist 5 (2), 13 classes with 1 incumbent each	
# Eligible for Retirement:	84 in the next 5 years	% Eligible: 30.11%

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

Vacation Payouts: \$204,292.58	Sick Leave Payouts: \$19,179.37	Annual Payroll: \$19,911,963.05	Avg. Base Salary: \$67,244	Overtime Days Worked: 129.3
Overtime Cost: \$37,909.04	Reassignment Pay: \$0	Recruitment Bonus Pay: \$0	Retention Pay: \$0	Exceptional Job Performance Pay: \$0
Workers' Comp Payouts: \$N/A	Vacation Pay - Earned Value: \$1,598,369.12	Vacation Days Earned: 6,061.3	Vacation Used Expense: \$1,569,617.26	Vacation Days Taken: 5,989.5
Workers' Comp Days Used: N/A	Sick Leave Days Earned: 4,487.0	Reg. Sick Leave Used Expense: \$594,003.63	Reg. Sick Leave Days Used: 2,396.7	Converted Sick Leave To Vacation Days Used: 523.2
	Sick Leave -Earned Value: \$1,130,947.32		Avg. Sick Leave Days Per EE: 8.59	Converted Sick Leave To Vacation Used Expense: \$146,475.34
Injury Leave Used Expense: \$0	Injury Leave Days Used: 0	Classification Appeals: N/A	<u>Reclassifications</u> Up (Filled): 5 Up (Vacant): 3 Down (Filled): 3 Down (Vacant): 5 Lateral (Filled): 0 Lateral (Vacant): 0 Approx. Annual New Cost of Reclassified Positions:* \$15,308.80	<u>Grievances</u> 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: \$21,975.79	Funeral Days Used: 82.4	Extraordinary Pay: \$0		
Jury Leave Used Expense: \$491.24	Jury Leave Days Used: 2.0	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."