



**MARYLAND**  
DEPARTMENT OF  
BUDGET & MANAGEMENT

*MARTIN O'MALLEY*  
Governor

*ANTHONY BROWN*  
Lieutenant Governor

*T. ELOISE FOSTER*  
Secretary

*DAVID C. ROMANS*  
Deputy Secretary

January 1, 2013

The Honorable Martin O'Malley  
Governor  
Executive Department  
State House  
Annapolis MD 21401

The Honorable Thomas V. Mike Miller, Jr.  
President of the Senate  
H-107 State House  
Annapolis MD 21401-1991

The Honorable Michael E. Busch  
Speaker of the House  
H-101 State House  
Annapolis MD 21401-1991

Dear Governor O'Malley, President Miller and Speaker Busch:

The Annotated Code of Maryland, Section 4-302(b) of the State Personnel and Pensions Article, requires the Secretary of Budget and Management (DBM) to report to the General Assembly on or before January 1 of each year regarding personnel activity for the previous fiscal year. The enclosed Annual Personnel Report, which was prepared by the DBM Office of Personnel Services and Benefits, is submitted in compliance with that statutory requirement.

If there are any questions regarding the information provided in this report, please do not hesitate to contact me or Cynthia A. Kollner, Executive Director of the Office of Personnel Services and Benefits, at 410-767-4716.

Sincerely,



T. Eloise Foster  
Secretary

Enclosure

cc: Cindy Kollner, Executive Director, Office of Personnel Services and Benefits, DBM  
Rebecca Burner, Director of Government Relations, DBM

MSAR # 6055

~Effective Resource Management~

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ANNUAL PERSONNEL REPORT  
FOR  
FISCAL YEAR 2012

January 1, 2013

*MARTIN O'MALLEY*  
Governor

*ANTHONY BROWN*  
Lieutenant Governor

*T. ELOISE FOSTER*  
Secretary

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## INTRODUCTION

This Annual Report provides information related to the State Personnel Management System and the Maryland Department of Transportation (except for the Maryland Transportation Authority and the unionized employees of the Maryland Transit Administration) as of June 30, 2012. This report does not include information for the University System of Maryland, Baltimore City Community College, the Injured Workers' Insurance Fund, or Legislative and Judiciary employees. This report does not contain personnel information for temporary employees.

## Highlights About State Employees As of June 30, 2012

|   | SPMS                    | MDOT                   |
|---|-------------------------|------------------------|
| <b>State Government at a Glance</b>                             |                         |                        |
| FTEs <sup>1</sup> Included in Collective Bargaining Units       | 26,420.25               | 3,580.00               |
| FTEs Excluded from Collective Bargaining Units                  | <u>15,188.59</u>        | <u>2,428.50</u>        |
| <b>Total</b>  | <b><u>41,608.84</u></b> | <b><u>6,008.50</u></b> |
| <br>  |                         |                        |
| <b>Percentage of Employees working in . . .</b>                 |                         |                        |
| Anne Arundel County   | 12.7%                   | 34.7%                  |
| Baltimore City  | 36.7%                   | 29.0%                  |
| Baltimore Metro Area <sup>2</sup>                               | 18.5%                   | 9.8%                   |
| Eastern Shore Area  | 10.3%                   | 7.3%                   |
| Southern Maryland Area  | 2.6%                    | 2.7%                   |
| Washington Metro Area   | 4.8%                    | 9.9%                   |
| Western Maryland Area   | 14.1%                   | 6.6%                   |
| <br>  |                         |                        |
| <b>Employees<sup>3</sup> Employed on a . . .</b>                |                         |                        |
| Full-Time Basis   | 40,987                  | 5,986                  |
| Part-Time Basis   | <u>1,037</u>            | <u>46</u>              |
| <b>Total</b>  | <b><u>42,024</u></b>    | <b><u>6,032</u></b>    |
| <br>  |                         |                        |
| <b>The Average Employee Age is . . .</b>                        | <b>46</b>               | <b>48</b>              |
| <br>  |                         |                        |
| <b>The Average Employee Length of Service in years is . . .</b> | <b>13</b>               | <b>15</b>              |
| <br>  |                         |                        |
| <b>The Average Employee Earns . . .</b>                         | <b>\$48,770</b>         | <b>\$52,783</b>        |

**Note:** <sup>1</sup>The FTE counts do not include vacant positions.

<sup>2</sup>The Baltimore Metro Area includes: Baltimore, Carroll, Harford and Howard Counties.

<sup>3</sup>The employee count is actual employees, not full-time equivalents (FTEs).

**Summary of State Positions  
As of June 30, 2012**

**PERMANENT FTE POSITIONS BY STATUS**

|                                      | <b>SPMS</b>      | <b>MDOT</b>     |
|--------------------------------------|------------------|-----------------|
| <b>FTEs Included in Bargaining</b>   | <b>26,420.25</b> | <b>3,580.00</b> |
| <b>FTEs Excluded from Bargaining</b> | <b>15,188.59</b> | <b>2,428.50</b> |
| <i>Agency Excluded by Statute</i>    | 7,622.20         | 89.50           |
| <i>Confidential</i>                  | 501.09           | 273.00          |
| <i>Managerial</i>                    | 2,304.80         | 866.00          |
| <i>Supervisory</i>                   | 4,724.50         | 1,196.00        |
| <i>Student</i>                       | 0.00             | 0.00            |
| <i>Agency Head</i>                   | 18.00            | 1.00            |
| <i>Board or Commission Member</i>    | 18.00            | 3.00            |
| <b>TOTAL</b>                         | <b>41,608.84</b> | <b>6,008.50</b> |

**FULL-TIME VERSES PART-TIME EMPLOYMENT**

|                                  |               |              |
|----------------------------------|---------------|--------------|
| <b>Full-Time</b>                 |               |              |
| Filled positions                 | 40,987        | 5,986        |
| Vacant positions                 | 3,433         | 339          |
| <b>Total Full-Time Positions</b> | <b>44,420</b> | <b>6,325</b> |
| <b>Part-Time <sup>1</sup></b>    |               |              |
| Filled positions                 | 1,037         | 46           |
| Vacant positions                 | 204           | 7            |
| <b>Total Part-Time Positions</b> | <b>1,241</b>  | <b>53</b>    |
| Total Number of Filled Positions | 42,024        | 6,032        |
| Total Number of Vacant Positions | 3,637         | 346          |
| <b>TOTAL NUMBER OF POSITIONS</b> | <b>45,661</b> | <b>6,378</b> |

**CONTRACTUAL EMPLOYMENT <sup>2</sup>**

|  |                 |              |
|--|-----------------|--------------|
| <b>Total Number of Contracts</b>                 | <b>3,620</b>    | <b>182</b>   |
| <b>Total Number of FTE Contractual Positions</b> | <b>2,496.25</b> | <b>87.80</b> |

\*Chart reflects actual employment (percentage worked) and not total budgeted FTE employment

<sup>1</sup> Part-time reflects any position employed less than 100%.

<sup>2</sup> Contractual data submitted by each agency.

**History of Contractual Employees Moved to Regular Positions  
Personnel Management System and Maryland  
Department of Transportation Employees  
FY '09 - FY '12**

| Agency                                  | FY09<br>FTE's | FY10<br>FTE's | FY11<br>FTE's | FY12<br>FTE's |
|---|---------------|---------------|---------------|---------------|
| Aging                                   | 0             | 1             | 2             | 0             |
| Agriculture                             | 0             | 0             | 1             | 0             |
| Budget and Management                   | 2             | 1             | 1             | 0             |
| Business and Economic Development       | 1             | 1             | 0             | 0             |
| Education (MSDE)                        | 21.5          | 23            | 37.5          | 13            |
| Environment                             | 6             | 5             | 9             | 6             |
| General Services                        | 4             | 1             | 3             | 4             |
| Health and Mental Hygiene               | 168.6         | 111.24        | 159.67        | 130.69        |
| Housing and Community Development       | 16            | 15.8          | 14            | 9             |
| Human Resources                         | 8.5           | 28            | 17            | 21            |
| Information and Technology              | 0             | 0             | 0             | 1             |
| Juvenile Services                       | 188           | 31            | 53            | 76            |
| Labor, Licensing and Regulation         | 45            | 64            | 60.8          | 31.5          |
| Natural Resources                       | 49.8          | 3.8           | 7             | 21            |
| Planning                                | 0             | 0             | 0             | 0             |
| Public Safety and Correctional Services | 19            | 14            | 10            | 15            |
| State Police                            | 0             | 0             | 1             | 0             |
| Transportation                          | 45            | 18            | 23            | 22            |
| Veterans Affairs                        | 0             | 0             | 0             | 2             |
| All Other Agencies                      | 22            | 13.5          | 40            | 54            |
| <b>Total</b>                            | <b>596.4</b>  | <b>331.34</b> | <b>438.97</b> | <b>406.19</b> |

**Distribution of Full-Time Equivalent Positions  
for State Personnel Management System and Maryland  
Department of Transportation  
As of June 30, 2012**

| Agency                                  | Budgeted<br>FTE's | Vacant<br>FTE's |
|---|-------------------|-----------------|
| Aging <sup>1</sup>                      | 115.95            | 0.00            |
| Agriculture                             | 391.50            | 35.90           |
| Budget and Management                   | 308.50            | 20.00           |
| Business and Economic Development       | 225.00            | 12.00           |
| Education (MSDE)                        | 1,426.60          | 106.50          |
| Environment                             | 935.00            | 64.00           |
| General Services                        | 575.00            | 41.50           |
| Health and Mental Hygiene               | 9,576.45          | 1,184.82        |
| Housing and Community Development       | 337.00            | 30.00           |
| Human Resources                         | 6,577.40          | 464.00          |
| Information and Technology              | 121.00            | 22.00           |
| Juvenile Services                       | 2,144.05          | 221.00          |
| Labor, Licensing and Regulation         | 1,776.84          | 133.25          |
| Natural Resources                       | 1,281.00          | 89.00           |
| Planning                                | 154.00            | 5.00            |
| Public Safety and Correctional Services | 11,073.00         | 473.50          |
| State Police                            | 2,367.50          | 179.00          |
| Transportation                          | 6,351.00          | 342.50          |
| Veterans Affairs                        | 76.00             | 2.00            |
| All Other Agencies                      | 5,960.80          | 420.30          |
| Total                                   | 51,773.59         | 3,846.27        |

Note: Budgeted FTEs include vacant positions.

<sup>1</sup> These figures for Aging do not include 60.25 FTE Senior Citizen Aides.



**Full-Time Equivalent Positions Included and Excluded  
from Collective Bargaining for State Personnel  
Management System and Maryland  
Department of Transportation  
As of June 30, 2012**

| Agency                                  | Number of<br>Included<br>FTE's | Number of<br>Excluded<br>FTE's |
|---|--------------------------------|--------------------------------|
| Aging <sup>1</sup>                      | 33.70                          | 87.50                          |
| Agriculture                             | 246.30                         | 108.10                         |
| Budget and Management                   | 53.00                          | 235.30                         |
| Business and Economic Development       | 35.00                          | 174.80                         |
| Education (MSDE)                        | 82.50                          | 1,212.10                       |
| Environment                             | 567.50                         | 298.00                         |
| General Services                        | 366.50                         | 166.00                         |
| Health and Mental Hygiene               | 5,943.17                       | 2,347.80                       |
| Housing and Community Development       | 159.90                         | 143.10                         |
| Human Resources                         | 4,653.97                       | 1,404.00                       |
| Information and Technology              | 48.50                          | 47.00                          |
| Juvenile Services                       | 1,527.55                       | 391.85                         |
| Labor, Licensing and Regulation         | 1,017.29                       | 607.35                         |
| Natural Resources                       | 742.47                         | 439.65                         |
| Planning                                | 31.00                          | 115.00                         |
| Public Safety and Correctional Services | 8,572.80                       | 2,002.79                       |
| State Police                            | 1,833.50                       | 354.00                         |
| Transportation                          | 3,580.00                       | 2,428.50                       |
| Veterans Affairs                        | 47.50                          | 26.00                          |
| All Other Agencies                      | 458.10                         | 5,028.25                       |
| <b>Total</b>                            | <b>30,000.25</b>               | <b>17,617.09</b>               |

Note: FTEs counts do not include vacant positions and are based on percent employed.

<sup>1</sup> These figures for Aging include 60.25 FTE Senior Citizen Aides.

**Geographic Locations of State Positions  
As of June 30, 2012**

|                    | Employees <sup>1</sup> |              | Vacant Positions |                   | Total         |              |
|--------------------|------------------------|--------------|------------------|-------------------|---------------|--------------|
|                    | SPMS                   | MDOT         | SPMS             | MDOT <sup>2</sup> | SPMS          | MDOT         |
| Allegany           | 1,993                  | 163          | 86               |                   | 2,079         | 163          |
| Anne Arundel       | 5,363                  | 2,094        | 392              |                   | 5,755         | 2,094        |
| Baltimore City     | 15,441                 | 1,748        | 1,285            |                   | 16,726        | 1,748        |
| Baltimore County   | 3,744                  | 360          | 315              |                   | 4,059         | 360          |
| Calvert            | 274                    | 38           | 24               |                   | 298           | 38           |
| Caroline           | 223                    | 32           | 36               |                   | 259           | 32           |
| Carroll            | 1,728                  | 74           | 153              |                   | 1,881         | 74           |
| Cecil              | 409                    | 60           | 51               |                   | 460           | 60           |
| Charles            | 475                    | 87           | 57               |                   | 532           | 87           |
| Dorchester         | 433                    | 27           | 34               |                   | 467           | 27           |
| Frederick          | 777                    | 135          | 78               |                   | 855           | 135          |
| Garrett            | 369                    | 42           | 41               |                   | 410           | 42           |
| Harford            | 579                    | 80           | 89               |                   | 668           | 80           |
| Howard             | 1,733                  | 79           | 199              |                   | 1,932         | 79           |
| Kent               | 206                    | 57           | 30               |                   | 236           | 57           |
| Montgomery         | 638                    | 236          | 58               |                   | 696           | 236          |
| Prince George's    | 1,378                  | 358          | 139              |                   | 1,517         | 358          |
| Queen Anne's       | 352                    | 50           | 20               |                   | 372           | 50           |
| Somerset           | 1,057                  | 23           | 62               |                   | 1,119         | 23           |
| St. Mary's         | 347                    | 36           | 34               |                   | 381           | 36           |
| Talbot             | 256                    | 62           | 39               |                   | 295           | 62           |
| Washington County  | 2,814                  | 58           | 100              |                   | 2,914         | 58           |
| Wicomico           | 1,110                  | 96           | 114              |                   | 1,224         | 96           |
| Worcester          | 318                    | 35           | 73               |                   | 391           | 35           |
| Wash., D.C.        | 6                      | 2            | 1                |                   | 7             | 2            |
| Out Of State       | 1                      | 0            | 1                |                   | 2             | 0            |
| Other <sup>2</sup> | 0                      | 0            | 126              | 346               | 126           | 346          |
| <b>Total</b>       | <b>42,024</b>          | <b>6,032</b> | <b>3,637</b>     | <b>346</b>        | <b>45,661</b> | <b>6,378</b> |

Note: <sup>1</sup>The employee count is actual employees.

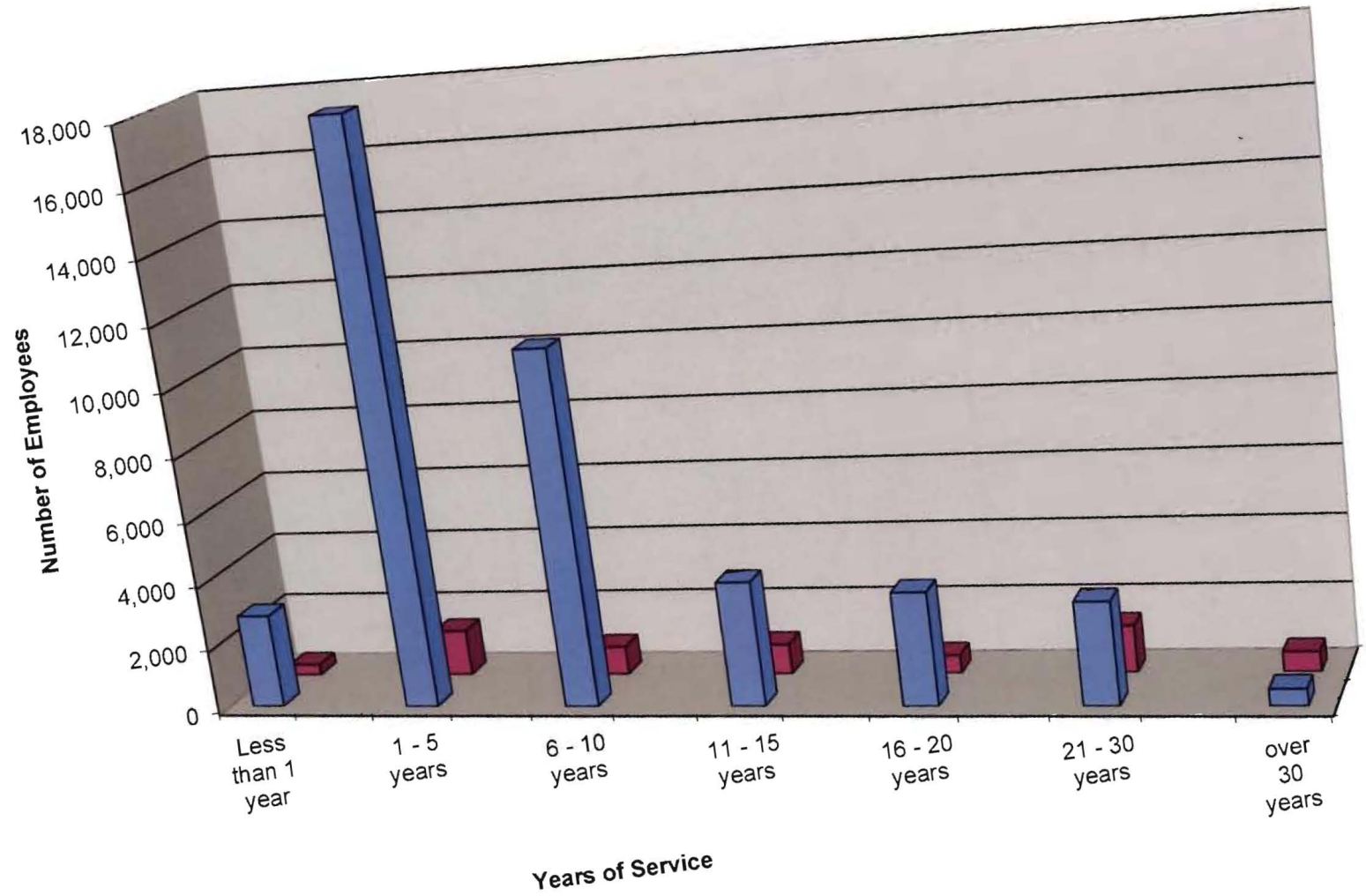
<sup>2</sup>Positions that do not have location assignments, and for MDOT vacant positions without locations assignments only the total is listed.

**Years of Service of State Employees  
As of June 30, 2012**

| <b>Years of Service</b> | <b>Number of Employees (%)</b> |       |              |       |
|-------------------------|--------------------------------|-------|--------------|-------|
|                         | <b>SPMS</b>                    |       | <b>MDOT</b>  |       |
| Less than 1 year        | 2,865                          | (7%)  | 329          | (5%)  |
| 1 - 5 years             | 17,751                         | (42%) | 1,396        | (23%) |
| 6 - 10 years            | 10,741                         | (26%) | 857          | (14%) |
| 11 - 15 years           | 3,734                          | (9%)  | 903          | (15%) |
| 16 - 20 years           | 3,380                          | (8%)  | 544          | (9%)  |
| 21 - 30 years           | 3,058                          | (7%)  | 1,409        | (23%) |
| over 30 years           | 495                            | (1%)  | 594          | (10%) |
| <b>Total</b>            | <b>42,024</b>                  |       | <b>6,032</b> |       |

Note: Employees are actual.

# Years of Service of State Employees



■ SPMS ■ MDOT

**Personnel Activities for State  
Employees  
As of June 30, 2012**

|                       |                               | <b>SPMS</b>  | <b>MDOT</b> |
|-----------------------|-------------------------------|--------------|-------------|
| <b>TRANSACTIONS</b>   | Appointments                  | 3,283        | 367         |
|                       | Reinstatements                | 282          | 13          |
|                       | Transfers                     | 246          | 74          |
|                       | Promotions                    | 3,278        | 160         |
|                       | Reclassifications             | 985          | 528         |
|                       | Demotions                     | 254          | 19          |
|                       | <b>Total</b>                  | <b>8,328</b> | <b>1161</b> |
| <br>                  |                               |              |             |
| <b>SEPARATIONS</b>    | Deceased                      | 62           | 7           |
|                       | Failed to Report for Duty     | 32           | 10          |
|                       | Layoffs                       | 15           | 0           |
|                       | Leave of Absence <sup>1</sup> | 90           | 4           |
|                       | Resignations                  | 1,879        | 65          |
|                       | Retired                       | 1,247        | 184         |
|                       | Terminated                    | 237          | 13          |
|                       | Terminated on Probation       | 104          | 22          |
|                       | Other                         | 0            | 150         |
|                       | <b>Total</b>                  | <b>3,666</b> | <b>455</b>  |
| <br>                  |                               |              |             |
| <b>GRIEVANCES</b>     | Resolved at DBM               | 80           |             |
|                       | Forwarded to OAH              | 72           |             |
|                       | <b>Total</b>                  | <b>152</b>   |             |
| <br>                  |                               |              |             |
| <b>DISCIPLINARY</b>   | Resolved at DBM               | 285          |             |
| <b>ACTION APPEALS</b> | Forwarded to OAH              | 207          |             |
|                       | <b>Total</b>                  | <b>492</b>   |             |
| <br>                  |                               |              |             |
| <b>WHISTLEBLOWER</b>  | Withdrawn/Settlement          | 2            |             |
| <b>COMPLAINTS</b>     | Pending                       | 0            |             |
|                       | Probable Cause                | 0            |             |
|                       | No Probable Cause             | 12           |             |
|                       | <b>Total</b>                  | <b>14</b>    |             |

<sup>1</sup> Includes personal, medical, military and leave of absence without pay.

**Turnover for State  
Employees  
As of June 30, 2012**

|   | <b>SPMS</b>   | <b>MDOT</b>  |
|---|---------------|--------------|
| Resigned                                | 1,879         | 180          |
| Retired                                 | 1,247         | 184          |
| Removals <sup>1</sup>                   | 356           | 13           |
| Deceased                                | 62            | 7            |
| Military Leave                          | <u>2</u>      | <u>0</u>     |
| <b>Total</b>                            | <b>3,546</b>  | <b>384</b>   |
| <br>                                    |               |              |
| <b>Total Positions</b>                  | <b>45,661</b> | <b>6,378</b> |
| <b>Turnover<sup>2</sup> % for FY 12</b> | <b>8%</b>     | <b>6%</b>    |

Note: <sup>1</sup>Removals include layoffs, terminations, terminations on probation and those who fail physicals.

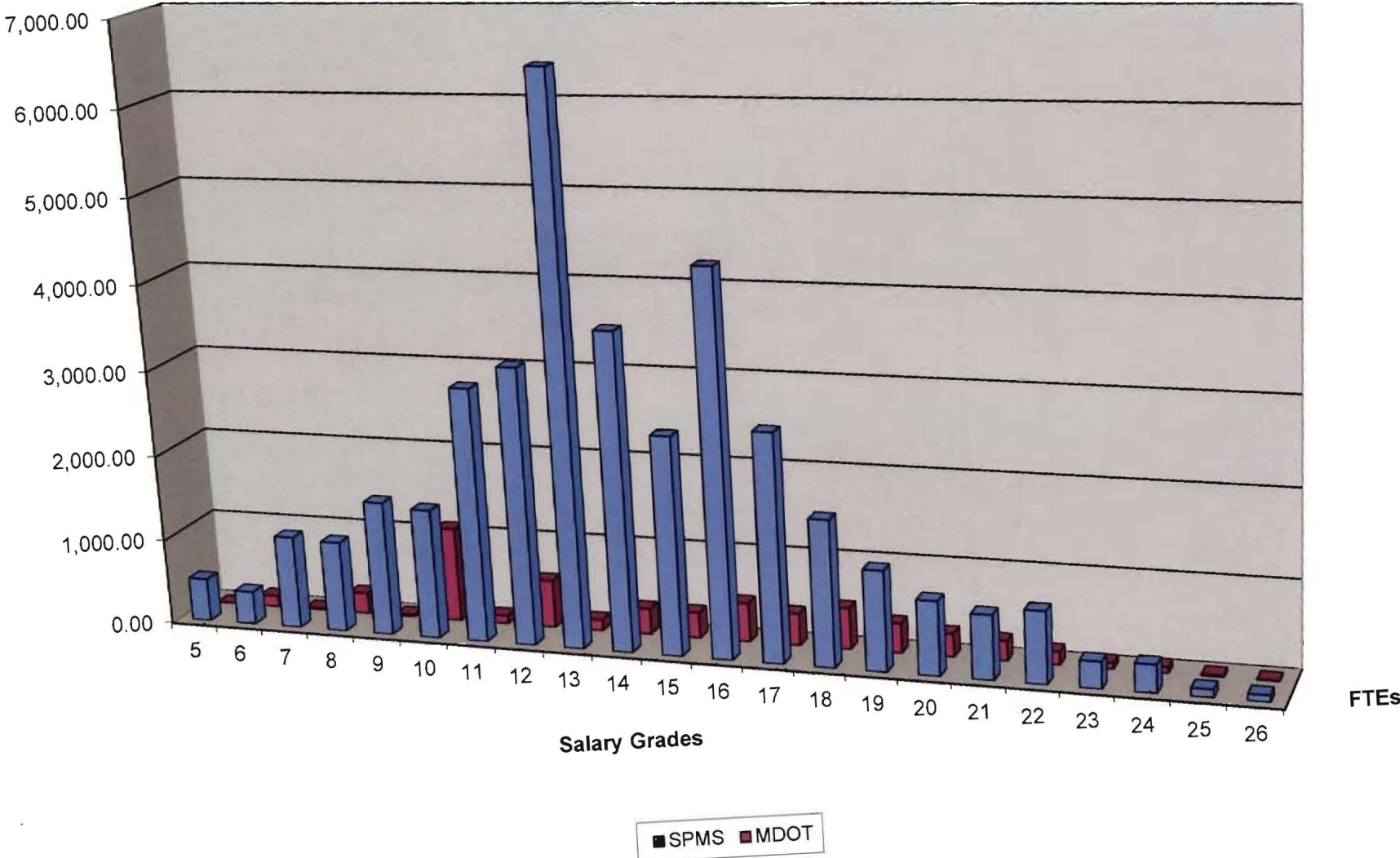
<sup>2</sup>Turnover reflects the number of departures from State government divided by the total number of positions on the last day of the fiscal year for agencies.

**Distribution of State Positions by Salary Grade  
As of June 30, 2012**

**Standard Salary Schedule**

| Grade                  | Number of FTEs   |                | %              |               |
|------------------------|------------------|----------------|----------------|---------------|
|                        | SPMS             | MDOT           | SPMS           | MDOT          |
| 5                      | 502.70           | 3.0            | 1.33%          | 0.06%         |
| 6                      | 385.10           | 132.0          | 1.02%          | 2.46%         |
| 7                      | 1,077.20         | 20.0           | 2.85%          | 0.37%         |
| 8                      | 1,051.62         | 246.0          | 2.78%          | 4.59%         |
| 9                      | 1,557.95         | 25.5           | 4.12%          | 0.48%         |
| 10                     | 1,502.30         | 1,094.0        | 3.97%          | 20.40%        |
| 11                     | 2,931.62         | 96.5           | 7.75%          | 1.80%         |
| 12                     | 3,193.43         | 554.5          | 8.44%          | 10.34%        |
| 13                     | 6,490.10         | 130.5          | 17.15%         | 2.43%         |
| 14                     | 3,648.25         | 302.0          | 9.64%          | 5.63%         |
| 15                     | 2,507.39         | 297.5          | 6.63%          | 5.55%         |
| 16                     | 4,392.07         | 451.0          | 11.60%         | 8.41%         |
| 17                     | 2,611.32         | 370.0          | 6.90%          | 6.90%         |
| 18                     | 1,675.19         | 474.0          | 4.43%          | 8.84%         |
| 19                     | 1,144.65         | 341.0          | 3.02%          | 6.36%         |
| 20                     | 845.50           | 268.0          | 2.23%          | 5.00%         |
| 21                     | 731.40           | 228.0          | 1.93%          | 4.25%         |
| 22                     | 817.00           | 151.0          | 2.16%          | 2.82%         |
| 23                     | 302.40           | 72.0           | 0.80%          | 1.34%         |
| 24                     | 314.95           | 70.0           | 0.83%          | 1.31%         |
| 25                     | 90.60            | 22.0           | 0.24%          | 0.41%         |
| 26                     | 74.00            | 13.0           | 0.20%          | 0.24%         |
|                        |                  |                |                |               |
| <b>Total</b>           | <b>37,846.74</b> | <b>5,362.0</b> | <b>100.00%</b> | <b>99.99%</b> |
| <b>Other Schedules</b> | <b>3,783.70</b>  | <b>646.5</b>   |                |               |
|                        |                  |                |                |               |
| <b>Total:</b>          | <b>41,630.44</b> | <b>6,008.5</b> |                |               |

### State Positions by Salary Grades



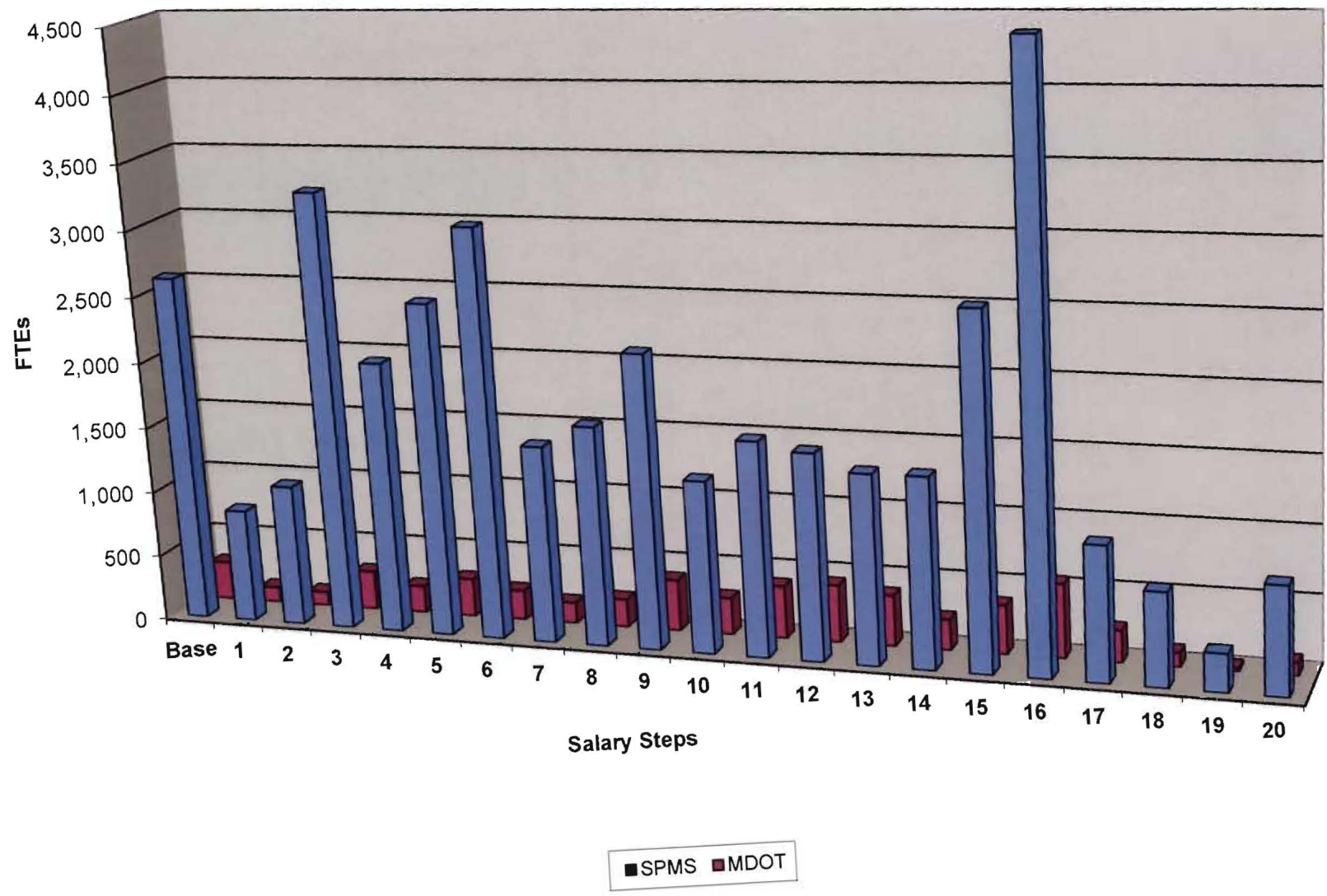


**Distribution of State Positions by Salary Step  
As of June 30, 2012**

**Step Levels of Standard Salary Schedule**

| Step                   | Number of FTEs   |                | %              |                |
|------------------------|------------------|----------------|----------------|----------------|
|                        | SPMS             | MDOT           | SPMS           | MDOT           |
| Base                   | 2629.26          | 291.0          | 6.95%          | 5.43%          |
| 1                      | 856.07           | 115.5          | 2.26%          | 2.15%          |
| 2                      | 1066.37          | 103.5          | 2.82%          | 1.93%          |
| 3                      | 3297.55          | 293.5          | 8.71%          | 5.47%          |
| 4                      | 2046.19          | 204.5          | 5.41%          | 3.81%          |
| 5                      | 2504.20          | 288.0          | 6.62%          | 5.37%          |
| 6                      | 3073.82          | 224.0          | 8.12%          | 4.18%          |
| 7                      | 1477.07          | 157.5          | 3.90%          | 2.94%          |
| 8                      | 1645.24          | 211.5          | 4.35%          | 3.94%          |
| 9                      | 2197.92          | 386.5          | 5.81%          | 7.21%          |
| 10                     | 1286.70          | 276.5          | 3.40%          | 5.16%          |
| 11                     | 1599.23          | 393.5          | 4.23%          | 7.34%          |
| 12                     | 1535.60          | 429.0          | 4.06%          | 8.00%          |
| 13                     | 1408.30          | 381.0          | 3.72%          | 7.11%          |
| 14                     | 1410.32          | 230.0          | 3.73%          | 4.29%          |
| 15                     | 2608.90          | 363.5          | 6.89%          | 6.78%          |
| 16                     | 4449.82          | 548.5          | 11.76%         | 10.23%         |
| 17                     | 993.80           | 238.5          | 2.63%          | 4.45%          |
| 18                     | 688.70           | 105.5          | 1.82%          | 1.97%          |
| 19                     | 280.38           | 25.0           | 0.74%          | 0.47%          |
| 20                     | 791.30           | 95.5           | 2.09%          | 1.78%          |
| <b>Total</b>           | <b>37,846.74</b> | <b>5,362.0</b> | <b>100.00%</b> | <b>100.00%</b> |
| <b>Other Schedules</b> | 3,783.70         | 646.5          |                |                |
|                        |                  |                |                |                |
| <b>Total:</b>          | <b>41,630.44</b> | <b>6,008.5</b> |                |                |

### State Positions by Salary Steps



**EMPLOYER'S COST OF BENEFITS  
FOR A TYPICAL STATE EMPLOYEE IN THE  
STATE PERSONNEL MANAGEMENT SYSTEM**

**Fiscal Year 2012**

|                                    |                     |
|------------------------------------|---------------------|
| <b>Based on a Salary of:</b>       | <b>\$48,770</b>     |
| <br><b>DIRECT COSTS</b>            |                     |
| Social Security                    | \$3,946             |
| Health Insurance*                  | \$8,500             |
| Pension Retirement                 | \$6,282             |
| Deferred Compensation Match        | \$0                 |
| Workers Compensation               | \$644               |
| Unemployment Insurance             | \$144               |
| <br><b>SUBTOTAL DIRECT COSTS</b>   | <br><b>\$19,516</b> |
| <br><b>INDIRECT COSTS</b>          |                     |
| Personal Leave                     | \$1,187             |
| Holiday                            | \$2,374             |
| Annual Leave                       | \$2,968             |
| Sick Leave                         | \$989               |
| <br><b>SUBTOTAL INDIRECT COSTS</b> | <br><b>\$7,518</b>  |
| <br><b>TOTAL COST OF BENEFITS</b>  | <br><b>\$27,034</b> |

\*Note: This amount is the average family health insurance contribution made by the State. Family costs include medical, dental, and prescription drug plan.

**Distribution of Employee Performance by Category  
By Principal Department  
As of June 30, 2012**

| Department                          | Total Number of Employees <sup>1</sup> To be Rated <sup>2</sup> | Number of Employees Rated Outstanding | Number of Employees Rated Satisfactory | Number of Employees Rated Unsatisfactory | Total Number Employees Rated |
|-------------------------------------|---|---------------------------------------|--|--|------------------------------|
| Aging <sup>3</sup>                  | 52  | 16                                    | 35                                     | -  | 51                           |
| Agriculture                         | 346   | 125                                   | 193                                    | -  | 318                          |
| Budget and Management               | 265   | 79                                    | 183                                    | 3  | 265                          |
| Business and Economic Development   | 187   | 48                                    | 60                                     | 2  | 110                          |
| Disabilities                        | 23  | -                                     | -                                      | -  | -                            |
| Education (MSDE)                    | 1,262   | 751                                   | 507                                    | 4  | 1,262                        |
| Environment                         | 852   | 290                                   | 507                                    | 5  | 802                          |
| General Services <sup>4</sup>       | 531   | 59                                    | 356                                    | 5  | 420                          |
| Health and Mental Hygiene           | 8,133   | 2,304                                 | 4,380                                  | 36                                       | 6,720                        |
| Housing and Community Development   | 258   | 71                                    | 177                                    | 2  | 250                          |
| Human Resources                     | 5,676   | 958                                   | 3,712                                  | 34                                       | 4,704                        |
| Information and Technology          | 102   | 15                                    | 49                                     | -  | 64                           |
| Juvenile Services                   | 1,916   | 546                                   | 1,224                                  | 20                                       | 1,790                        |
| Labor, Licensing, and Regulation    | 1,482   | 423                                   | 986                                    | 9  | 1,418                        |
| Natural Resources <sup>4</sup>      | 1,121   | 376                                   | 507                                    | 5  | 1,085                        |
| Planning                            | 140   | 76                                    | 41                                     | -  | 117                          |
| Public Safety and Correctional Svcs | 10,456  | 2,384                                 | 7,849                                  | 105                                      | 10,338                       |
| State Police <sup>4</sup>           | 2,169   | 388                                   | 241                                    | 3  | 1,903                        |
| Transportation <sup>4</sup>         | 5,875   | -                                     | -                                      | -  | 5,152                        |
| Veterans Affairs                    | 74  | 17                                    | 30                                     | -  | 47                           |
| All Other Agencies                  | 6,014   | 1,348                                 | 2,747                                  | 17                                       | 4,149                        |
| <b>Total</b>                        | <b>46,934</b>   | <b>10,274</b>                         | <b>23,784</b>                          | <b>250</b>                               | <b>40,965</b>                |

<sup>1</sup> Actual Employees not FTEs

<sup>2</sup> Does not include some contractual, permanent and Executive Pay Plan employees who are rated using a different evaluation instrument.

<sup>3</sup> This data does not include the Sr. Citizen Aides employees.

<sup>4</sup> Total Number of Employees Rated includes employees rated with alternate evaluations systems.

**Distribution of Incentive and Innovative Awards  
By Principal Department  
As of June 30, 2012**

| Department                          | Number<br>of<br>Incentive<br>Awards | Total<br>Award<br>Dollar<br>Amounts | Number<br>of<br>Innovative<br>Awards | Total<br>Award<br>Dollar<br>Amounts |
|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| Aging                               |                                     |                                     |                                      |                                     |
| Agriculture                         |                                     |                                     |                                      |                                     |
| Budget and Management               |                                     |                                     |                                      |                                     |
| Business and Economic Development   |                                     |                                     |                                      |                                     |
| Education (MSDE)                    |                                     |                                     |                                      |                                     |
| Environment                         | 205                                 | \$1,250                             |                                      |                                     |
| General Services                    |                                     |                                     |                                      |                                     |
| Health and Mental Hygiene           | 2                                   | \$328                               |                                      |                                     |
| Housing and Community Development   |                                     |                                     |                                      |                                     |
| Human Resources                     |                                     |                                     |                                      |                                     |
| Information and Technology          |                                     |                                     |                                      |                                     |
| Juvenile Services                   |                                     |                                     |                                      |                                     |
| Labor, Licensing, and Regulation    |                                     |                                     |                                      |                                     |
| Natural Resources                   |                                     |                                     |                                      |                                     |
| Planning                            |                                     |                                     |                                      |                                     |
| Public Safety and Correctional Svcs |                                     |                                     |                                      |                                     |
| State Police                        |                                     |                                     |                                      |                                     |
| Transportation                      |                                     |                                     |                                      |                                     |
| Veterans Affairs                    |                                     |                                     |                                      |                                     |
| All Other Agencies                  | 121                                 | \$18,699                            | -                                    | \$0                                 |
| <b>Total</b>                        | <b>328</b>                          | <b>\$20,278</b>                     | <b>-</b>                             | <b>\$0</b>                          |

Note: Total Dollar Amounts include Administrative Leave time awarded based on the employee's rate of pay.

## Leave Usage For CY 2011

| Department                        | Total Number of FTE's | Total Work Hours Available <sup>1</sup> | Hours of Annual Leave Taken | Hours of Comp Time Taken | Hours of Sick Leave Taken | Hours of Personal Leave Taken | Hours of Comp Time Lost | Hours of Personal Leave Lost | Hours of Annual Leave Lost |
|-----------------------------------|-----------------------|---|-----------------------------|--------------------------|---------------------------|-------------------------------|-------------------------|------------------------------|----------------------------|
| Aging                             | 176.20                | 354,514                                 | 5,433                       | 309                      | 4,215                     | 2,518                         | -                       | 60                           | 76                         |
| Agriculture                       | 355.60                | 715,467                                 | 48,014                      | 8,477                    | 28,520                    | 17,146                        | 1,225                   | 557                          | 1,578                      |
| Budget and Management             | 288.50                | 580,462                                 | 33,438                      | 10,990                   | 24,115                    | 13,940                        | 279                     | 1,046                        | 949                        |
| Business and Economic Dev         | 213.00                | 428,556                                 | 25,587                      | 9,864                    | 14,353                    | 9,843                         | 1,381                   | 703                          | 787                        |
| Education (MSDE)                  | 1,320.10              | 2,656,041                               | 154,453                     | 15,699                   | 109,099                   | 57,052                        | -                       | 2,150                        | 1,046                      |
| Environment                       | 871.00                | 1,752,452                               | 124,903                     | 24,071                   | 69,019                    | 43,989                        | 681                     | 549                          | 1,257                      |
| General Services                  | 533.50                | 1,073,402                               | 60,757                      | 8,667                    | 47,409                    | 28,571                        | 4,543                   | 2,018                        | 2,007                      |
| Health and Mental Hygiene         | 8,391.63              | 16,883,960                              | 958,442                     | 220,136                  | 760,288                   | 391,383                       | 14,091                  | 36,417                       | 10,677                     |
| Housing and Community Dev         | 307.00                | 617,684                                 | 33,852                      | 12,062                   | 25,486                    | 13,845                        | 706                     | 323                          | 163                        |
| Human Resources                   | 6,113.40              | 12,300,161                              | 773,655                     | 157,518                  | 604,072                   | 292,738                       | 5,979                   | 10,702                       | 8,806                      |
| Information & Technology          | 99.00                 | 199,188                                 | 10,625                      | 5,597                    | 7,023                     | 4,520                         | 939                     | 184                          | 248                        |
| Juvenile Services                 | 1,923.05              | 3,869,177                               | 213,414                     | 80,296                   | 198,871                   | 99,052                        | 4,655                   | 5,532                        | 3,897                      |
| Labor, Licensing, and Regulation  | 1,643.59              | 3,306,903                               | 195,287                     | 26,748                   | 131,994                   | 75,483                        | 604                     | 2,006                        | 1,270                      |
| Natural Resources                 | 1,192.00              | 2,398,304                               | 150,337                     | 68,434                   | 99,520                    | 59,682                        | 225                     | 2,720                        | 6,674                      |
| Planning                          | 149.00                | 299,788                                 | 20,919                      | 5,693                    | 14,317                    | 7,262                         | -                       | 241                          | 755                        |
| Public Safety and Correctional Sr | 10,599.50             | 21,326,194                              | 952,683                     | 264,878                  | 931,643                   | 400,437                       | 13,368                  | 15,654                       | 17,584                     |
| State Police                      | 2,188.50              | 4,403,262                               | 231,929                     | 22,116                   | 158,088                   | 100,229                       | 1,017                   | 3,450                        | 2,605                      |
| Transportation                    | 6,351.00              | 12,778,212                              | 830,626                     | 222,400                  | 536,582                   | 293,367                       | 26,075                  | 7,529                        | 13,160                     |
| Veterans Affairs                  | 74.00                 | 148,888                                 | 7,148                       | 2,922                    | 4,851                     | 2,963                         | 1,185                   | 339                          | 279                        |
| <b>Total</b>                      | <b>42,789.57</b>      | <b>86,092,615</b>                       | <b>4,831,501</b>            | <b>1,166,876</b>         | <b>3,769,465</b>          | <b>1,914,019</b>              | <b>76,952</b>           | <b>92,179</b>                | <b>73,820</b>              |

NOTE: This data was submitted by each agency.

<sup>1</sup> FTEs x 40 hrs per week x 50.3 weeks (excluding holidays)

**Health Benefit Enrollment by Type of Plan  
As of June 30, 2012**

| <u>Health Plans</u>           | <u>Employees</u> | <u>Retirees</u> | <u>Total</u> |
|-------------------------------|------------------|-----------------|--------------|
| PPO - Contracts               | 34,578           | 27,432          | 62,010       |
| % of total enrollment in PPOs | 50.6%            | 67.3%           | 56.8%        |
| POS - Contracts               | 21,487           | 9,616           | 31,103       |
| % of total enrollment in POSs | 31.4%            | 23.6%           | 28.5%        |
| EPO - Contracts               | 12,326           | 3,737           | 16,063       |
| % of total enrollment in EPOs | 18.0%            | 9.2%            | 14.7%        |
| Total - Contracts *           | 68,391           | 40,785          | 109,176      |

\*Excludes Satellite Accounts and Direct Pay Enrollees

**Health Benefit Enrollment for Active State Employees  
As of June 30, 2012**

|                                      | <b><u>2010</u></b>   | <b><u>2011</u></b>   | <b><u>2012</u></b>   |
|--------------------------------------|----------------------|----------------------|----------------------|
|                                      | <b><u>Actual</u></b> | <b><u>Actual</u></b> | <b><u>Actual</u></b> |
| <b><u>Health Plans</u></b>           |                      |                      |                      |
| PPO                                  | 35,157               | 34,762               | 34,578               |
| POS                                  | 22,804               | 22,111               | 21,487               |
| EPO                                  | <u>11,947</u>        | <u>11,947</u>        | <u>12,326</u>        |
| Total                                | 69,908               | 68,820               | 68,391               |
| <b>Prescription</b>                  | 65,496               | 64,258               | 63,735               |
| <b><u>Spending Accounts</u></b>      |                      |                      |                      |
| Health Care                          | 7,447                | 8,624                | 7,934                |
| Dependent Care                       | <u>1,473</u>         | <u>1,464</u>         | <u>1,620</u>         |
| Total                                | 8,920                | 10,088               | 9,554                |
| <b><u>Dental Plans</u></b>           |                      |                      |                      |
| Dental - DHMO                        | 20,385               | 19,600               | 18,896               |
| Dental - PPO                         | <u>43,002</u>        | <u>44,169</u>        | <u>45,162</u>        |
| Total                                | 63,387               | 63,769               | 64,058               |
| <b>Term Life</b>                     | 46,796               | 46,271               | 46,268               |
| <b>Accidental Death &amp; Injury</b> | 39,309               | 39,097               | 39,252               |



**Health Benefit Enrollment for Retirees  
As of June 30, 2012**

|                                      | <b><u>2010</u></b>   | <b><u>2011</u></b>   | <b><u>2012</u></b>   |
|--------------------------------------|----------------------|----------------------|----------------------|
|                                      | <b><u>Actual</u></b> | <b><u>Actual</u></b> | <b><u>Actual</u></b> |
| <b><u>Health Plans</u></b>           |                      |                      |                      |
| PPO                                  | 26,082               | 27,138               | 27,432               |
| POS                                  | 8,939                | 9,414                | 9,616                |
| EPO                                  | <u>3,268</u>         | <u>3,525</u>         | <u>3,737</u>         |
| Total                                | 38,289               | 40,077               | 40,785               |
| <b>Prescription</b>                  | 37,758               | 39,587               | 40,137               |
| <b><u>Spending Accounts</u></b>      |                      |                      |                      |
| Health Care                          | N/A                  | N/A                  | N/A                  |
| Dependent Care                       | N/A                  | N/A                  | N/A                  |
| Total                                | N/A                  | N/A                  | N/A                  |
| <b><u>Dental Plans</u></b>           |                      |                      |                      |
| Dental - DHMO                        | 8,389                | 8,772                | 8,785                |
| Dental - PPO                         | <u>16,266</u>        | <u>18,383</u>        | <u>19,749</u>        |
| Total                                | 24,655               | 27,155               | 28,534               |
| <b>Term Life</b>                     | 9,060                | 10,404               | 11,076               |
| <b>Accidental Death &amp; Injury</b> | N/A                  | N/A                  | N/A                  |

**Health Benefit Enrollment for Satellite Agencies  
As of June 30, 2012**

|                                      | <b><u>2010</u></b><br><b><u>Actual</u></b> | <b><u>2011</u></b><br><b><u>Actual</u></b> | <b><u>2012</u></b><br><b><u>Actual</u></b> |
|--------------------------------------|--|--|--|
| <b><u>Health Plans</u></b>           |  |  |  |
| PPO                                  | 1,129                                      | 1,299                                      | 1,395                                      |
| POS                                  | 1,048                                      | 1,110                                      | 1,204                                      |
| EPO                                  | <u>479</u>                                 | <u>541</u>                                 | <u>660</u>                                 |
| Total                                | 2,656                                      | 2,950                                      | 3,259                                      |
| <b>Prescription</b>                  | 2,119                                      | 2,381                                      | 2,658                                      |
| <b><u>Spending Accounts</u></b>      |  |  |  |
| Health Care                          | 140  | 164  | 208  |
| Dependent Care                       | <u>24</u>                                  | <u>22</u>                                  | <u>44</u>                                  |
| Total                                | 164  | 186  | 252  |
| <b><u>Dental Plans</u></b>           |  |  |  |
| Dental - DHMO                        | 661  | 744  | 822  |
| Dental - PPO                         | <u>1,703</u>                               | <u>1,886</u>                               | <u>2,125</u>                               |
| Total                                | 2,364                                      | 2,630                                      | 2,947                                      |
| <b>Term Life</b>                     | 1,580                                      | 1,700                                      | 1,958                                      |
| <b>Accidental Death &amp; Injury</b> | 1,305                                      | 1,405                                      | 1,597                                      |

**Account Balance for Health Insurance  
As of June 30, 2012  
(\$\$ in Millions)**

|   | FY 2010                      | FY 2011                      | FY 2012                      |
|---|------------------------------|------------------------------|------------------------------|
|   | <u>Actual</u>                | <u>Actual</u>                | <u>Actual<sup>2</sup></u>    |
| <b>Beginning Balance</b>                            | <b>\$137.90</b>              | <b>\$184.70</b>              | <b>\$162.00</b>              |
| <b><u>Receipts</u></b>                              |                              |                              |                              |
| State Agencies <sup>1</sup>                         | \$871.40                     | \$890.60                     | \$948.60                     |
| Employee  | \$152.50                     | \$150.80                     | \$153.00                     |
| Retiree   | \$64.90                      | \$67.50                      | \$77.20                      |
| Satellite Agencies                                  | \$28.20                      | \$30.00                      | \$36.80                      |
| Direct Pay Enrollees                                | \$7.50                       | \$8.20                       | \$8.50                       |
| RX Rebates & Medicare Part D<br>reimbursements      | \$45.00                      | \$30.90                      | \$40.60                      |
| Audit / Misc. Recoveries                            | \$3.50                       | \$2.10                       | \$1.60                       |
| <b>Total Receipts</b>                               | <b><u>\$1,173.00</u></b>     | <b><u>\$1,180.10</u></b>     | <b><u>\$1,266.30</u></b>     |
| <br><b>Sub Total</b>                                | <br><b>\$1,310.90</b>        | <br><b>\$1,364.80</b>        | <br><b>\$1,428.30</b>        |
| <br><b>Less: Payments to Providers</b>              | <br><b><u>\$1,126.20</u></b> | <br><b><u>\$1,202.80</u></b> | <br><b><u>\$1,256.00</u></b> |
| <br><b>Reserve for Future Provider<br/>Payments</b> | <br><b>\$184.70</b>          | <br><b>\$162.00</b>          | <br><b>\$172.30</b>          |

<sup>1</sup> State Agency Receipts include end of year transfers from agencies & interest earned in the Employee/Retiree Health & Welfare Program

<sup>2</sup> FY 2012 balance based on R\*STARS report balance as of August 02, 2012

**Account Balance for Spending Accounts  
As of June 30, 2012  
(\$\$ in Millions)**

|  | FY 2010<br><u>Actual</u> | FY 2011<br><u>Actual</u> | FY 2012<br><u>Actual</u> |
|--|--------------------------|--------------------------|--------------------------|
| <b>Beginning Balance</b>                                       | <b>\$3.40</b>            | <b>\$2.70</b>            | <b>\$2.10</b>            |
| <b><u>Receipts</u></b>   |                          |                          |                          |
| Employee   | \$14.60                  | \$16.20                  | \$17.10                  |
| Satellite Employee   | \$0.20                   | \$0.30                   | \$0.40                   |
| <b>Total Receipts</b>  | <b><u>\$14.80</u></b>    | <b><u>\$16.50</u></b>    | <b><u>\$17.50</u></b>    |
| <b>Sub Total</b>   | <b>\$18.20</b>           | <b>\$19.20</b>           | <b>\$19.60</b>           |
| <b>Less:</b>   |                          |                          |                          |
| Reimbursements<br>to Employees                                 | \$15.00                  | \$16.60                  | \$17.20                  |
| <br><b>Unused Balances<br/>transferred to<br/>General Fund</b> | <br><b><u>\$0.50</u></b> | <br><b><u>\$0.50</u></b> | <br><b><u>\$0.40</u></b> |
| <br><b>Reserve for Future<br/>Employee<br/>Reimbursements</b>  | <br><b>\$2.70</b>        | <br><b>\$2.10</b>        | <br><b>\$2.00</b>        |

**Account Balance for Term Life, Accidental  
Death and Injury, Long Term Care and  
Dental Insurance  
As of June 30, 2012  
(\$\$ in Millions)**

|   | <b>FY 2010</b>        | <b>FY 2011</b>        | <b>FY 2012</b>        |
|---|-----------------------|-----------------------|-----------------------|
|   | <b><u>Actual</u></b>  | <b><u>Actual</u></b>  | <b><u>Actual</u></b>  |
| <b>Beginning Balance</b>                        | <b>\$0.40</b>         | <b>\$0.40</b>         | <b>\$0.50</b>         |
| <b><u>Receipts</u></b>                          |                       |                       |                       |
| State Agencies - Dental Subsidy                 | \$19.70               | \$20.40               | \$22.60               |
| Employee  | \$28.10               | \$28.90               | \$30.70               |
| Retiree   | \$7.40                | \$8.30                | \$9.70                |
| Other   | \$1.80                | \$2.00                | \$2.40                |
| <b>Total Receipts</b>                           | <b><u>\$57.00</u></b> | <b><u>\$59.60</u></b> | <b><u>\$65.40</u></b> |
| <b>Sub Total</b>                                | <b>\$57.40</b>        | <b>\$60.00</b>        | <b>\$65.90</b>        |
| <b>Less: Payments to Providers</b>              | <b><u>\$57.00</u></b> | <b><u>\$59.50</u></b> | <b><u>\$65.40</u></b> |
| <b>Reserve for Future Provider<br/>Payments</b> | <b>\$0.40</b>         | <b>\$0.50</b>         | <b>\$0.50</b>         |
| <b>Fund Transfers</b>                           | <b><u>\$0.00</u></b>  | <b><u>\$0.00</u></b>  | <b><u>\$0.00</u></b>  |
| <b>Reserve for Future Provider<br/>Payments</b> | <b>\$0.40</b>         | <b>\$0.50</b>         | <b>\$0.50</b>         |