

MARTIN O'MALLEY Governor ANTHONY BROWN Lieutenant Governor

T. ELOISE FOSTER
Secretary

DAVID C. ROMANS
Deputy Secretary

January 1, 2014

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 Governor and 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

O. Elvine Foster

Secretary

Enclosure

cc: Cindy Kollner, Executive Director, Office of Personnel Services and Benefits, DBM

Rebecca Burner, Director of Government Relations, DBM



ANNUAL PERSONNEL REPORT FOR FISCAL YEAR 2013

January 1, 2014

MARTIN O'MALLEY Governor

ANTHONY BROWN Lieutenant Governor

T. ELOISE FOSTER
Secretary

TABLE OF CONTENTS

| Introduction | 1 |
|---|----|
| Highlights About State Government Employees | 2 |
| Summary of State Positions | 3 |
| History of Contractual Conversions | 4 |
| State Position Information | 5 |
| Salary Information | 12 |
| Employee Performance Information | 17 |
| Employee Awards Information | 18 |
| Agency Leave Usage | 19 |
| Health Benefits Information | 20 |

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 union employees of the Maryland Transit Administration) as of June 30, 2013. 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, 2013

| | SPMS | MDOT |
|--|-----------|----------|
| State Government at a Glance | | |
| FTEs ¹ Included in Collective | | |
| Bargaining Units | 26,722.48 | 3,460.00 |
| FTEs Excluded from Collective | | |
| Bargaining Units | 14,446.93 | 2,415.50 |
| Total | 41,169.41 | 5,875.50 |
| Percentage of Employees working in | | |
| Anne Arundel County | 12.8% | 35.0% |
| Baltimore City | 36.6% | 29.0% |
| Baltimore Metro Area ² | 18.4% | 9.6% |
| Eastern Shore Area | 10.4% | 7.3% |
| Southern Maryland Area | 2.6% | 2.6% |
| Washington Metro Area | 4.8% | 10.0% |
| Western Maryland Area | 14.0% | 6.7% |
| Employees ³ Employed on a | | |
| Full-Time Basis | 40,614 | 5,853 |
| Part-Time Basis | 928 | 46 |
| Total | 41,542 | 5,899 |
| The Average Employee Age is | 46 | 48 |
| The Average Employee Length of Service in years is | 13 | 15 |
| The Average Employee Earns | \$48,829 | \$53,100 |

Note: ¹The FTE counts do not include vacant positions.

²The Baltimore Metro Area includes: Baltimore, Carroll, Harford and Howard Counties.

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

Summary of State Positions As of June 30, 2013

| PERMANENT FTEs BY STATUS | | |
|---|-----------|----------|
| | SPMS | MDOT |
| FTEs Included in Bargaining | 26,722.48 | 3,460.00 |
| FTEs Excluded from Bargaining | 14,446.93 | 2,415.50 |
| Agency Excluded by Statute | 6,822.80 | 102.50 |
| Confidential | 508.74 | 273.00 |
| Managerial | 2,345.60 | 850.00 |
| Supervisory | 4,732.79 | 1,186.00 |
| Student | 0.00 | 0.00 |
| Agency Head | 19.00 | 1.00 |
| Board or Commission Member | 18.00 | 3.00 |
| TOTAL | 41,169.41 | 5,875.50 |
| FULL-TIME VERSES PART-TIME EMPLOYMENT | | |
| Full-Time | | |
| Filled positions | 40,614 | 5,853 |
| Vacant positions | 3,839 | 413 |
| Total Full-Time Positions | 44,453 | 6,266 |
| Part-Time ¹ | | |
| Filled positions | 928 | 46 |
| Vacant positions | 202 | 4 |
| Total Part-Time Positions | 1,130 | 50 |
| Total Number of Filled Positions | 41,542 | 5,899 |
| Total Number of Vacant Positions | 4,041 | 417 |
| TOTAL NUMBER OF POSITIONS | 45,583 | 6,316 |
| CONTRACTUAL EMPLOYMENT 2 | | |
| Total Number of Contracts | 5,156 | 161 |
| Total Number of FTE Contractual Positions | 3,197.82 | 99.40 |

^{*}Chart reflects actual employment and not total budgeted FTE employment

¹ Part-time reflects any position employed less than 100%.

² Contractual data submitted by each agency.

History of Contractual Employees Moved to Regular Positions Personnel Management System and Maryland Department of Transportation Employees FY '10 - FY '13

| Agency | FY10 FTE's | FY11 FTE's | FY12 FTE's | FY13 FTE's |
|---|---------------|---------------|---------------|---------------|
| Aging | 1 | 2 | 0 | 1 |
| Agriculture | 0 | 1 | 0 | 0 |
| Budget and Management | 1 | 1 | 0 | 0 |
| Business and Economic Development | 1 | 0 | 0 | 0 |
| Education (MSDE) | 23 | 37.5 | 13 | 28.5 |
| Environment | 5 | 9 | 6 | 2 |
| General Services | 1 | 3 | 4 | 8 |
| Health and Mental Hygiene | 111.24 | 159.67 | 130.69 | 189.18 |
| Housing and Community Development | 15.8 | 14 | 9 | 15 |
| Human Resources | 28 | 17 | 21 | 14.8 |
| Information and Technology | 0 | 0 | 1 | 1 |
| Juvenile Services | 31 | 53 | 76 | 101 |
| Labor, Licensing and Regulation | 64 | 60.8 | 31.5 | 51.6 |
| Natural Resources | 3.8 | 7 | 21 | 3 |
| Planning | 0 | 0 | 0 | 1 |
| Public Safety and Correctional Services | 14 | 10 | 15 | 16 |
| State Police | 0 | 1 | 0 | 1 |
| Transportation | 18 | 23 | 22 | 22 |
| Veterans Affairs | 0 | 0 | 2 | 0 |
| All Other Agencies | 13.5 | 40 | 54 | 46.5 |
| Total | 331.34 | 438.97 | 406.19 | 501.58 |

Distribution of Full-Time Equivalent Positions for State Personnel Management System and Maryland Department of Transportation As of June 30, 2013

| Agency | Budgeted FTE's | Vacant FTE's |
|---|-------------------|-----------------|
| Aging ¹ | 156.20 | 4.00 |
| Agriculture | 384.60 | 24.00 |
| Budget and Management | 308.50 | 15.00 |
| Business and Economic Development | 222.00 | 13.00 |
| Education (MSDE) | 1,463.10 | 156.70 |
| Environment | 932.00 | 81.00 |
| General Services | 577.00 | 43.50 |
| Health and Mental Hygiene | 9,401.68 | 1,195.54 |
| Housing and Community Development | 350.00 | 34.00 |
| Human Resources | 6,562.60 | 601.55 |
| Information and Technology | 132.00 | 28.00 |
| Juvenile Services | 2,081.05 | 180.75 |
| Labor, Licensing and Regulation | 1,770.49 | 171.30 |
| Natural Resources | 1,294.40 | 112.90 |
| Planning | 151.00 | 11.00 |
| Public Safety and Correctional Services | 11,073.40 | 561.50 |
| State Police | 2,392.50 | 214.00 |
| Transportation | 6,290.50 | 415.00 |
| Veterans Affairs | 76.00 | 7.00 |
| All Other Agencies | 6,090.55 | 563.20 |
| Total | 51,709.57 | 4,432.94 |

Note: Budgeted FTEs include vacant positions.

¹ These figures for Aging do not include 53.25 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, 2013

| | Number of | Number of |
|---|-----------|-----------|
| | Included | Excluded |
| Agency | FTE's | FTE's |
| Aging ¹ | 24.70 | 79.00 |
| Agriculture | 247.80 | 112.10 |
| Budget and Management | 51.80 | 240.90 |
| Business and Economic Development | 34.90 | 173.80 |
| Education (MSDE) | 298.50 | 987.90 |
| Environment | 554.50 | 294.00 |
| General Services | 358.50 | 174.00 |
| Health and Mental Hygiene | 5,826.37 | 2,312.89 |
| Housing and Community Development | 170.90 | 144.00 |
| Human Resources | 4,504.15 | 1,429.90 |
| Information and Technology | 50.50 | 53.00 |
| Juvenile Services | 1,504.20 | 394.10 |
| Labor, Licensing and Regulation | 997.19 | 597.35 |
| Natural Resources | 746.27 | 430.50 |
| Planning | 30.00 | 110.00 |
| Public Safety and Correctional Services | 8,497.40 | 2,011.79 |
| State Police | 1,818.50 | 358.50 |
| Transportation | 3,460.00 | 2,415.50 |
| Veterans Affairs | 42.50 | 26.00 |
| All Other Agencies | 963.80 | 4,517.10 |
| Total | 30,182.48 | 16,862.33 |

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

¹ These figures for Aging include 53.25 FTE Senior Citizen Aides.

Geographic Locations of State Positions As of June 30, 2013

| | Emplo | yees ¹ | Vacant P | ositions | То | tal |
|--------------------|--------|-------------------|----------|-------------------|--------|-------|
| | SPMS | MDOT | SPMS | MDOT ² | SPMS | MDOT |
| Allegany | 1,964 | 160 | 80 | | 2,044 | 160 |
| Anne Arundel | 5,322 | 2,053 | 432 | | 5,754 | 2,053 |
| Baltimore City | 15,244 | 1,707 | 1,491 | | 16,735 | 1,707 |
| Baltimore County | 3,683 | 343 | 362 | | 4,045 | 343 |
| Calvert | 257 | 38 | 23 | | 280 | 38 |
| Caroline | 221 | 29 | 44 | | 265 | 29 |
| Carroll | 1,674 | 73 | 148 | | 1,822 | 73 |
| Cecil | 401 | 59 | 26 | | 427 | 59 |
| Charles | 487 | 83 | 53 | | 540 | 83 |
| Dorchester | 424 | 25 | 31 | | 455 | 25 |
| Frederick | 775 | 135 | 83 | | 858 | 135 |
| Garrett | 379 | 40 | 31 | | 410 | 40 |
| Harford | 554 | 79 | 87 | | 641 | 79 |
| Howard | 1,767 | 74 | 233 | | 2,000 | 74 |
| Kent | 198 | 57 | 28 | | 226 | 57 |
| Montgomery | 638 | 242 | 53 | | 691 | 242 |
| Prince George's | 1,389 | 345 | 145 | | 1,534 | 345 |
| Queen Anne's | 364 | 48 | 21 | | 385 | 48 |
| Somerset | 1,047 | 22 | 64 | | 1,111 | 22 |
| St. Mary's | 349 | 34 | 37 | | 386 | 34 |
| Talbot | 256 | 61 | 43 | | 299 | 61 |
| Washington County | 2,699 | 58 | 147 | | 2,846 | 58 |
| Wicomico | 1,104 | 99 | 120 | | 1,224 | 99 |
| Worcester | 334 | 33 | 69 | | 403 | 33 |
| Wash., D.C. | 8 | 2 | 0 | | 8 | 2 |
| Out Of State | 4 | 0 | 0 | | 4 | 0 |
| Other ² | 0 | 0 | 190 | 417 | 190 | 417 |
| Total | 41,542 | 5,899 | 4,041 | 417 | 45,583 | 6,316 |

Note: ¹The employee count is actual employees.

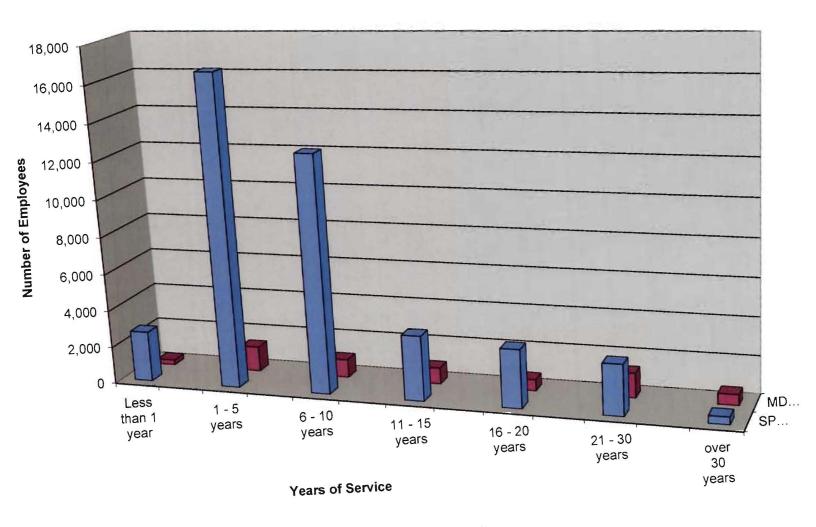
²Positions that do not have location assignments, and for MDOT vacant positions without locations assignments only the total is listed.

Years of Service of State Employees As of June 30, 2013

| Years of Service | Number of Employees (%) | | | |
|------------------|-------------------------|-------|-------------|-------|
| | SPMS | | MDOT | |
| Less than 1 year | 2,709 | (7%) | 271 | (5%) |
| 1 - 5 years | 16,636 | (40%) | 1,340 | (23%) |
| 6 - 10 years | 12,608 | (30%) | 964 | (16%) |
| 11 - 15 years | 3,442 | (8%) | 861 | (15%) |
| 16 - 20 years | 3,079 | (7%) | 597 | (10%) |
| 21 - 30 years | 2,673 | (6%) | 1,298 | (22%) |
| over 30 years | 395 | (1%) | 568 | (10%) |
| Total | 41,542 | | 5,899 | |

Note: Employees are actual.

Years of Service of State Employees





Personnel Activities for State Employees As of June 30, 2013

| | | SPMS | MDOT |
|-----------------------|---------------------------|-------|------|
| TRANSACTIONS | Appointments | 3,344 | 281 |
| | Reinstatements | 331 | 11 |
| | Transfers | 408 | 84 |
| | Promotions | 3,441 | 173 |
| | Reclassifications | 1,775 | 607 |
| | Demotions | 258 | 15 |
| SEPARATIONS | Deceased | 56 | 10 |
| | Failed to Report for Duty | 29 | 5 |
| | Layoffs | 67 | 0 |
| | Leave of Absence 1 | 79 | 4 |
| | Resignations | 2,055 | 207 |
| | Retired | 1,459 | 241 |
| | Terminated | 233 | 14 |
| | Terminated on Probation | 111 | 15 |
| | Other | 0 | 181 |
| | Total | 4,089 | 677 |
| GRIEVANCES | Resolved at DBM | 90 | |
| | Forwarded to OAH | 73 | |
| | Total | 163 | |
| DISCIPLINARY | Resolved at DBM | 309 | |
| ACTION APPEALS | Forwarded to OAH | 195 | |
| | Total | 504 | |
| WHISTLEBLOWER | R Withdrawn/Settlement | 0 | |
| COMPLAINTS | Pending | 0 | |
| | Probable Cause | 1 | |
| | No Probable Cause | 7 | |
| | Total | 8 | |

¹ Includes personal, medical, military and leave of absence without pay.

Turnover for State Employees As of June 30, 2013

| | SPMS | MDOT |
|-----------------------------------|--------|-------|
| Resigned | 2,055 | 207 |
| Retired | 1,459 | 241 |
| Removals 1 | 411 | 14 |
| Deceased | 56 | 10 |
| Military Leave | 0 | 0 |
| Total | 3,981 | 472 |
| | | |
| Total Positions | 45,583 | 6,316 |
| Turnover ² % for FY 12 | 9% | 7% |

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

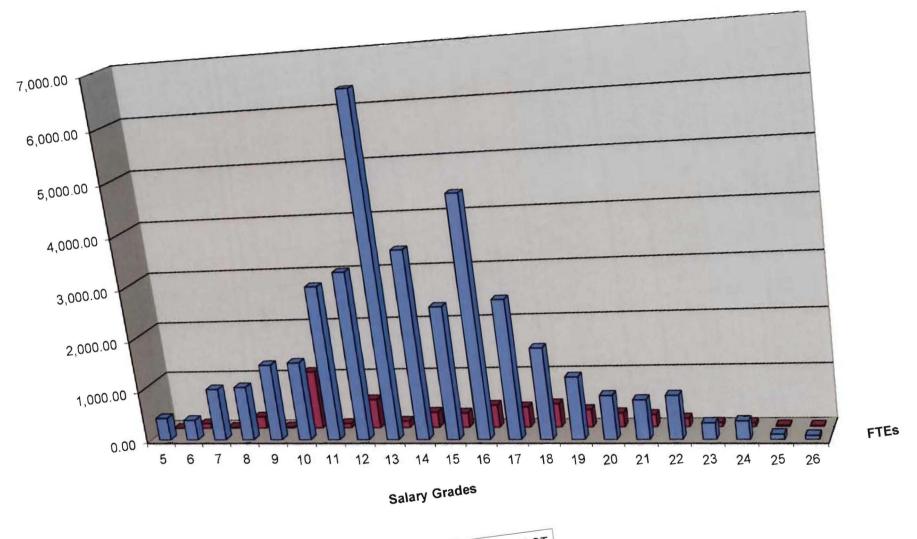
²Turnover reflects the number of departures from State government divided by the total number of positions on the last day of the fiscal year for agencies.

Distribution of State Positions by Salary Grade As of June 30, 2013

Standard Salary Schedule

| Grade | Number o | f FTEs | % | |
|-----------------|-----------|---------|---------|---------|
| | SPMS | MDOT | SPMS | MDOT |
| 5 | 433.60 | 4.0 | 1.16% | 0.08% |
| 6 | 392.60 | 97.0 | 1.05% | 1.85% |
| 7 | 1,001.25 | 19.0 | 2.67% | 0.36% |
| 8 | 1,034.17 | 228.5 | 2.76% | 4.35% |
| 9 | 1,457.60 | 21.5 | 3.89% | 0.41% |
| 10 | 1,494.20 | 1,108.5 | 3.98% | 21.09% |
| 11 | 2,925.72 | 87.5 | 7.80% | 1.66% |
| 12 | 3,180.29 | 554.5 | 8.48% | 10.55% |
| 13 | 6,450.30 | 127.0 | 17.19% | 2.42% |
| 14 | 3,548.45 | 300.0 | 9.46% | 5.71% |
| 15 | 2,490.21 | 279.5 | 6.64% | 5.32% |
| 16 | 4,519.22 | 426.0 | 12.05% | 8.10% |
| 17 | 2,592.46 | 389.0 | 6.91% | 7.40% |
| 18 | 1,694.54 | 445.0 | 4.52% | 8.46% |
| 19 | 1,156.05 | 332.0 | 3.08% | 6.32% |
| 20 | 811.20 | 266.0 | 2.16% | 5.06% |
| 21 | 728.00 | 230.0 | 1.94% | 4.38% |
| 22 | 803.45 | 159.0 | 2.14% | 3.02% |
| 23 | 301.50 | 77.0 | 0.80% | 1.46% |
| 24 | 335.35 | 70.0 | 0.89% | 1.33% |
| 25 | 95.60 | 23.0 | 0.25% | 0.44% |
| 26 | 71.00 | 13.0 | 0.19% | 0.25% |
| Total | 37,516.76 | 5,257.0 | 100.00% | 100.00% |
| Other Schedules | 3,745.50 | 618.5 | | |
| Total: | 41,262.26 | 5,875.5 | | |

State Positions by Salary Grades



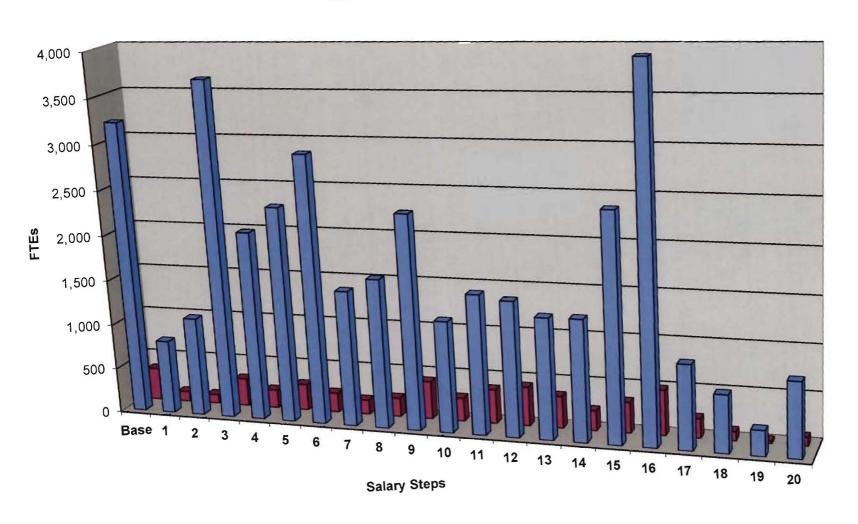


Distribution of State Positions by Salary Step As of June 30, 2013

Step Levels of Standard Salary Schedule

| Step | Number o | Number of FTEs | | % | | |
|-----------------|-----------|----------------|---------|---------|--|--|
| | SPMS | MDOT | SPMS | MDOT | | |
| Base | 3233.21 | 360.0 | 8.62% | 6.85% | | |
| 1 | 815.88 | 111.5 | 2.17% | 2.12% | | |
| 2 | 1090.67 | 101.0 | 2.91% | 1.92% | | |
| 3 | 3703.63 | 308.0 | 9.87% | 5.86% | | |
| 4 | 2075.89 | 202.5 | 5.53% | 3.85% | | |
| 5 | 2359.10 | 290.0 | 6.29% | 5.52% | | |
| 6 | 2933.77 | 215.0 | 7.82% | 4.09% | | |
| 7 | 1483.80 | 158.5 | 3.96% | 3.02% | | |
| 8 | 1629.14 | 205.5 | 4.34% | 3.91% | | |
| 9 | 2339.52 | 416.0 | 6.24% | 7.91% | | |
| 10 | 1214.90 | 256.5 | 3.24% | 4.88% | | |
| 11 | 1519.53 | 374.5 | 4.05% | 7.12% | | |
| 12 | 1469.35 | 427.0 | 3.92% | 8.12% | | |
| 13 | 1312.50 | 351.0 | 3.50% | 6.68% | | |
| 14 | 1318.07 | 220.0 | 3.51% | 4.18% | | |
| 15 | 2451.15 | 336.5 | 6.53% | 6.40% | | |
| 16 | 3955.92 | 492.0 | 10.54% | 9.36% | | |
| 17 | 911.20 | 213.5 | 2.43% | 4.06% | | |
| 18 | 619.80 | 99.5 | 1.65% | 1.89% | | |
| 19 | 274.03 | 26.0 | 0.73% | 0.49% | | |
| 20 | 805.70 | 92.5 | 2.15% | 1.76% | | |
| Total | 37,516.76 | 5,257.0 | 100.00% | 100.00% | | |
| Other Schedules | 3,745.50 | 618.5 | | | | |
| Total: | 41,262.26 | 5,875.5 | | | | |

State Positions by Salary Steps





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

Fiscal Year 2013

| Based on a Salary of: | \$48,829 |
|-----------------------------|----------|
| DIRECT COSTS | |
| Social Security | \$3,955 |
| Health Insurance** | \$8,657 |
| Pension Retirement | \$7,424 |
| Deferred Compensation Match | \$0 |
| Workers Compensation | \$686 |
| Unemployment Insurance | \$145 |
| SUBTOTAL DIRECT COSTS | \$20,867 |
| INDIRECT COSTS | |
| Personal Leave | \$1,190 |
| Holiday | \$2,380 |
| Annual Leave | \$2,974 |
| Sick Leave | \$991 |
| SUBTOTAL INDIRECT COSTS | \$7,535 |
| TOTAL COST OF BENEFITS | \$28,402 |

^{**}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, 2013

| Department | Total Number of Employees ¹ To be Rated ² | Number of Employees Rated Outstanding | Number of Employees Rated Satisfactory | Number of Employees Rated Unsatisfactory | Total Number Employees Rated |
|--------------------------------------|--|--|---|---|---------------------------------------|
| Aging ³ | 43 | 16 | 25 | 1 | 42 |
| Agriculture | 356 | 124 | 185 | 1 | 310 |
| Budget and Management | 265 | 80 | 184 | 1 | 265 |
| Business and Economic Development | 221 | 65 | 77 | 1 | 143 |
| Disabilities | 21 | 5 | 16 | - | 21 |
| Education (MSDE) | 1,288 | 724 | 516 | 10 | 1,250 |
| Environment | 848 | 299 | 519 | 4 | 822 |
| General Services | 526 | 66 | 427 | 1 | 494 |
| Health and Mental Hygiene | 8,034 | 2,400 | 4,162 | 37 | 6,599 |
| Housing and Community Development | 290 | 105 | 164 | 5 | 274 |
| Human Resources | 5,505 | 1,206 | 4,256 | 35 | 5,497 |
| Information and Technology | 99 | 11 | 64 | | 75 |
| Juvenile Services | 1,934 | 532 | 1,343 | 12 | 1,887 |
| Labor, Licensing, and Regulation | 1,473 | 479 | 835 | 5 | 1,319 |
| Natural Resources ⁴ | 1,106 | 392 | 473 | 5 | 1,074 |
| Planning | 135 | 80 | 43 | - | 123 |
| Public Safety and Correctional Srvcs | 10,363 | 2,549 | 7,684 | 60 | 10,293 |
| State Police 4 | 2,143 | 454 | 254 | 4 | 1,950 |
| Transportation ⁴ | 5,875 | - | - | - | 5,152 |
| Veterans Affairs | 68 | 22 | 27 | 2 | 51 |
| All Other Agencies | 5,839 | 1,503 | 2,908 | 30 | 4,441 |
| Total | 46,432 | 11,112 | 24,162 | 214 | 42,082 |

¹ Actual Employees not FTEs

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

³ This data does not include the Sr. Citizen Aides employees.

⁴ 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, 2013

| Department | Number of Incentive Awards | Total Award Dollar Amounts | Number of Innovative Awards | Total Award Dollar Amounts |
|--------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|-------------------------------------|
| Aging | | | | |
| Agriculture | 11 | \$0 | - | - |
| Budget and Management | | | - | = |
| Business and Economic Development | 7 | \$1,776 | | |
| Education (MSDE) | | | | |
| Environment | 110 | \$2,250 | _ | - |
| General Services | | | | |
| Health and Mental Hygiene | | | | |
| Housing and Community Development | | | | |
| Human Resources | | | | |
| Information and Technology | | , | | |
| Juvenile Services | | | | |
| Labor, Licensing, and Regulation | | | | |
| Natural Resources | | | | |
| Planning | | | | |
| Public Safety and Correctional Srvcs | | | | |
| State Police | | | | |
| Transportation | | | | |
| Veterans Affairs | | | | |
| All Other Agencies | 55 | \$11,452 | - | \$0 |
| Total | 183 | \$15,478 | | \$0 |

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

Leave Usage For CY 2012

| Department | Total Number of FTE's | Total Work Hours Available 1 | 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 | 205.45 | 413,365 | 6,782 | 708 | 6,171 | 2,499 | 73 | 87 | 98 |
| Agriculture | 360.60 | 725,527 | 47,550 | 8,616 | 26,341 | 16,999 | 1,060 | 445 | 1,115 |
| Budget and Management | 293.50 | 590,522 | 33,919 | 10,327 | 25,830 | 13,680 | 155 | 768 | 780 |
| Business and Economic Dev | 209.00 | 420,508 | 25,250 | 10,765 | 15,410 | 9,679 | 763 | 578 | 920 |
| Education (MSDE) | 1,306.40 | 2,628,477 | 153,992 | 13,861 | 110,444 | 54,850 | - | 2,423 | 2,366 |
| Environment | 851.00 | 1,712,212 | 124,755 | 23,398 | 70,528 | 41,963 | 956 | 388 | 1,439 |
| General Services | 533.50 | 1,073,402 | 62,825 | 9,240 | 47,182 | 25,246 | 2,572 | 2,598 | 2,176 |
| Health and Mental Hygiene | 8,206.14 | 16,510,754 | 976,196 | 210,407 | 814,037 | 393,889 | 17,782 | 33,585 | 12,737 |
| Housing and Community Dev | 316.00 | 635,792 | 33,654 | 12,366 | 24,655 | 13,959 | 694 | 292 | 75 |
| Human Resources | 5,961.05 | 11,993,633 | 782,839 | 166,032 | 622,430 | 291,032 | 6,707 | 10,878 | 11,829 |
| Information & Technology | 104.00 | 209,248 | 11,075 | 6,882 | 6,635 | 4,911 | 682 | 222 | 470 |
| Juvenile Services | 1,900.30 | 3,823,404 | 210,640 | 76,425 | 177,606 | 95,687 | 5,085 | 5,265 | 4,888 |
| Labor, Licensing, and Regulation | 1,599.19 | 3,217,570 | 197,122 | 24,657 | 133,547 | 75,019 | 532 | 1,500 | 1,567 |
| Natural Resources | 1,181.50 | 2,377,178 | 158,829 | 70,978 | 112,960 | 63,484 | 626 | 4,530 | 11,776 |
| Planning | 140.00 | 281,680 | 18,806 | 5,009 | 15,168 | 5,755 | Ħ | 131 | 522 |
| Public Safety and Correctional Sr | 10,511.90 | 21,149,943 | 2,167,432 | 277,003 | 323,017 | 921,670 | 27,301 | 34,259 | 67,034 |
| State Police | 2,178.50 | 4,383,142 | 226,449 | 20,939 | 166,353 | 101,247 | 817 | 4,529 | 3,467 |
| Transportation | 6,351.00 | 12,778,212 | 807,939 | 197,111 | 533,965 | 282,463 | 20,618 | 8,144 | 11,433 |
| Veterans Affairs | 69.00 | 138,828 | 8,184 | 3,164 | 4,784 | 3,225 | 1,016 | 193 | 262 |
| Total | 42,278.03 | 85,063,396 | 6,054,236 | 1,147,886 | 3,237,061 | 2,417,258 | 87,438 | 110,814 | 134,953 |

NOTE: This data was submitted by each agency.

¹ FTEs x 40 hrs per week x 50.3 weeks (excluding holidays)

Health Benefit Enrollment by Type of Plan As of June 30, 2013

| Health Plans | Employees | <u>Retirees</u> | <u>Total</u> |
|-------------------------------|------------------|-----------------|--------------|
| PPO - Contracts | 25,081 | 26,099 | 51,180 |
| % of total enrollment in PPOs | 36.8% | 62.7% | 46.6% |
| POS - Contracts | 14,270 | 8,855 | 23,125 |
| % of total enrollment in POSs | 21.0% | 21.3% | 21.1% |
| EPO - Contracts * | 28,718 | 6,691 | 35,409 |
| % of total enrollment in EPOs | 42.2% | 16.1% | 32.3% |
| | | | |
| Total - Contracts * | 68,069 | 41,645 | 109,714 |

^{*}Excludes Satellite Accounts and Direct Pay Enrollees

Health Benefit Enrollment for Active State Employees As of June 30, 2013

| | 2011 | 2012 | 2013 |
|---------------------------|---------------|---------------|---------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> |
| Health Plans | | | |
| PPO | 34,762 | 34,578 | 25,081 |
| POS | 22,111 | 21,487 | 14,270 |
| EPO | 11,947 | 12,326 | 28,718 |
| Total | 68,820 | 68,391 | 68,069 |
| Prescription | 64,258 | 63,735 | 63,231 |
| Spending Accounts | | | |
| Health Care | 8,624 | 7,934 | 9,769 |
| Dependent Care | <u>1,464</u> | <u>1,620</u> | <u>1,808</u> |
| Total | 10,088 | 9,554 | 11,577 |
| Dental Plans | | | |
| Dental - DHMO | 19,600 | 18,896 | 18,175 |
| Dental - PPO | 44,169 | 45,162 | 46,271 |
| Total | 63,769 | 64,058 | 64,446 |
| Term Life | 46,271 | 46,268 | 46,631 |
| Accidental Death & Injury | 39,097 | 39,252 | 39,881 |

Health Benefit Enrollment for Retirees As of June 30, 2013

| | 2011 | 2012 | 2013 |
|--|---------------|---------------|---------------|
| | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> |
| Health Plans PPO POS EPO Total | 27,138 | 27,432 | 26,099 |
| | 9,414 | 9,616 | 8,855 |
| | <u>3,525</u> | <u>3,737</u> | <u>6,691</u> |
| | 40,077 | 40,785 | 41,645 |
| Prescription | 39,587 | 40,137 | 40,900 |
| Spending Accounts Health Care Dependent Care Total | N/A | N/A | N/A |
| | N/A | N/A | N/A |
| | N/A | N/A | N/A |
| Dental Plans Dental - DHMO Dental - PPO Total | 8,772 | 8,785 | 8,858 |
| | 18,383 | 19,749 | 21,283 |
| | 27,155 | 28,534 | 30,141 |
| Term Life | 10,404 | 11,076 | 11,890 |
| Accidental Death & Injury | N/A | N/A | N/A |

Health Benefit Enrollment for Satellite Agencies As of June 30, 2013

| | 2011 <u>Actual</u> | 2012 <u>Actual</u> | 2013 <u>Actual</u> |
|---|---------------------------------------|---------------------------------------|---------------------------------------|
| Health Plans PPO POS EPO Total | 1,299 1,110 <u>541</u> 2,950 | 1,395 1,204 <u>660</u> 3,259 | 1,012 727 <u>1,218</u> 2,957 |
| Prescription | 2,381 | 2,658 | 2,451 |
| Spending Accounts Health Care Dependent Care Total | 164 <u>22</u> 186 | 208 <u>44</u> 252 | 273 <u>24</u> 297 |
| <u>Dental Plans</u> Dental - DHMO Dental - PPO Total | 744 1,886 2,630 | 822 <u>2,125</u> 2,947 | 666 2,039 2,705 |
| Term Life | 1,700 | 1,958 | 1,931 |
| Accidental Death & Injury | 1,405 | 1,597 | 1,555 |

Account Balance for Health Insurance As of June 30, 2013 (\$\$ in Millions)

| | FY 2011 <u>Actual</u> | FY 2012 <u>Actual</u> | FY 2013 Actual ² |
|---|-----------------------------|-----------------------------|--------------------------------|
| Beginning Balance | \$184.70 | \$162.00 | \$172.30 |
| Receipts State Agencies 1 | \$890.60 | \$948.60 | \$1,034.70 |
| Employee | \$150.80 | \$153.00 | \$167.30 |
| Retiree | \$67.50 | \$77.20 | \$85.20 |
| Satellite Agencies | \$30.00 | \$36.80 | \$35.50 |
| Direct Pay Enrollees | \$8.20 | \$8.50 | \$9.00 |
| RX Rebates & Medicare Part D reimbursements | \$30.90 | \$40.60 | \$30.40 |
| Audit / Misc. Recoveries Total Receipts | \$2.10 \$1,180.10 | \$1.60 \$1,266.30 | \$27.90 \$1,390.00 |
| Sub Total | \$1,364.80 | \$1,428.30 | \$1,562.30 |
| Less: Payments to Providers | <u>\$1,202.80</u> | \$1,256.00 | <u>\$1,275.90</u> |
| Reserve for Future Provider Payments | \$162.00 | \$172.30 | \$286.40 |

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

² FY 2013 balance based on R*STARS report balance as of August 02, 2013

Account Balance for Spending Accounts As of June 30, 2013 (\$\$ in Millions)

| | FY 2011 <u>Actual</u> | FY 2012 <u>Actual</u> | FY 2013 <u>Actual</u> |
|---|--------------------------|--------------------------|--------------------------|
| Beginning Balance | \$2.70 | \$2.10 | \$2.00 |
| Receipts Employee | \$16.20 | \$17.10 | \$19.55 |
| Satellite Employee | \$0.30 | \$0.40 | \$0.51 |
| Total Receipts | <u>\$16.50</u> | <u>\$17.50</u> | <u>\$20.06</u> |
| Sub Total | \$19.20 | \$19.60 | \$22.06 |
| Less: Reimbursements to Employees | \$16.60 | \$17.20 | \$19.50 |
| Unused Balances transferred to General Fund | <u>\$0.50</u> | <u>\$0.40</u> | <u>\$0.34</u> |
| Reserve for Future Employee Reimbursements | \$2.10 | \$2.00 | \$2.22 |

Account Balance for Term Life, Accidental Death and Injury, Long Term Care and Dental Insurance As of June 30, 2013 (\$\$ in Millions)

| | FY 2011 <u>Actual</u> | FY 2012 <u>Actual</u> | FY 2013 <u>Actual</u> |
|--|--------------------------|--------------------------|--------------------------|
| Beginning Balance | \$0.40 | \$0.50 | \$0.50 |
| Receipts State Agencies - Dental Subsidy | \$20.40 | \$22.60 | \$23.21 |
| Employee | \$28.90 | \$30.70 | \$32.40 |
| Retiree | \$8.30 | \$9.70 | \$10.26 |
| Other | \$2.00 | \$2.40 | \$2.89 |
| Total Receipts | <u>\$59.60</u> | <u>\$65.40</u> | <u>\$68.76</u> |
| Sub Total | \$60.00 | \$65.90 | \$69.26 |
| Less: Payments to Providers | <u>\$59.50</u> | <u>\$65.40</u> | <u>\$68.77</u> |
| Reserve for Future Provider Payments | \$0.50 | \$0.50 | \$0.50 |
| Fund Transfers | <u>\$0.00</u> | <u>\$0.00</u> | <u>\$0.00</u> |
| Reserve for Future Provider Payments | \$0.50 | \$0.50 | \$0.50 |