## DEPARTMENT OF <br> Budget \& Management

LARRY HOGAN
Governor
DAITD R. BRINKLEY

BOYD K. RUTHERFORD
Lieutenant Governor
The Honorable Larry Hogan
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 Hogan, President Miller and Speaker Busch:
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 I 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.

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

MSAR 6055

# MARYLAND 

DEPARTMENT OF
Budget \& Management

## ANNUAL PERSONNEL REPORT <br> FOR

 FISCAL YEAR 2017January 1, 2018

LARRY HOGAN
Governor
BOYD K. RUTHERFORD
Lieutenant Governor
DAVID R. BRINKLEY
Secretary
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

The information contained in this Annual Report covers fiscal year 2017 (July 1, 2016 - June 30, 2017). It provides information only related to the State Personnel Management System (SPMS) and the Maryland Department of Transportation (MDOT), except for the Maryland Transportation Authority and the union employees of the Maryland Transit Administration. Also excluded is information concerning the University System of Maryland, Baltimore City Community College, Injured Workers' Insurance Fund, Legislative, Judiciary employees, and other non-SPMS agencies.

## Highlights About State Employees As of June 30, 2017

SPMS ..... MDOT
State Government at a Glance
FTEs ${ }^{1}$ Included in Collective
Bargaining Units$25,102.49$$3,360.50$
FTEs Excluded from Collective Bargaining Units ..... $\frac{13,984.98}{39,087.46}$ ..... $\frac{2,461.50}{5,822.00}$
Percentage of Employees working in
Anne Arundel County ..... 8.1\% ..... 37.4\%
Baltimore City ..... 37.0\% ..... 27.8\%
Baltimore Metro Area ${ }^{2}$ ..... 21.6\% ..... 9.1\%
Eastern Shore Area 11.3\% ..... 6.9\%
Southern Maryland Area 2.7\% ..... 2.7\%
Washington Metro Area ..... 5.3\% ..... 8.9\%
Western Maryland Area ..... 14.0\% ..... 7.2\%
Employees ${ }^{3}$ Employed on a . . .
Full-Time Basis ..... 39,031 ..... 5,805
Part-Time Basis ..... 792 ..... 35
Total 39,823 ..... 5,840
The Average Employee Age is . . . ..... 47 ..... 48
The Average Employee Length of Service in years is ..... 13 ..... 13
The Average Employee Earns . . . ..... \$55,180 ..... \$57,562

Note: ${ }^{1}$ The FTE counts do not include vacant positions.
${ }^{2}$ The Baltimore Metro Area includes: Baltimore, Carroll, Harford and Howard Counties.
${ }^{3}$ The employee count is actual employees, not full-time equivalents (FTEs).

## Summary of State Positions

As of June 30, 2017
PERMANENT FTEs BY STATUS

|  | SPMS | MDOT |
| :---: | :---: | ---: |
| FTEs Included in Bargaining | $\mathbf{2 5 , 1 0 2 . 4 9}$ | $\mathbf{3 , 3 6 0 . 5 0}$ |
| FTEs Excluded from Bargaining | $\mathbf{1 3 , 9 8 4 . 9 8}$ | $\mathbf{2 , 4 6 1 . 5 0}$ |
| Agency Excluded by Statute | $2,696.65$ | 178.50 |
| Confidential | $4,720.53$ | 250.50 |
| Managerial | $3,327.10$ | 870.00 |
| Supervisory | $3,094.50$ | $1,158.00$ |
| Student | 0.00 | 0.00 |
| Agency Head | 21.00 | 1.00 |
| Board or Commission Member | 129.20 | 3.50 |
|  | $\mathbf{3 9 , 0 8 7 . 4 6}$ | $\mathbf{5 , 8 2 2 . 0 0}$ |

FULL-TIME VERSES PART-TIME EMPLOYMENT
Full-Time
Filled positions ..... 39,031 ..... 5,805
Vacant positions
Total Full-Time Positions
$\begin{array}{r}4,602 \\ \hline 43,633\end{array}$ ..... 610
43,633 ..... 6,415
Part-Time ${ }^{1}$
Filled positions ..... 792 ..... 35
Vacant positions ..... 170
Total Part-Time Positions3962
Total Number of Filled Positions ..... 39,823 ..... 5,840
Total Number of Vacant Positions
TOTAL NUMBER OF POSITIONS ..... 44,595 ..... 6,453
CONTRACTUAL EMPLOYMENT ${ }^{2}$
Total Number of Contracts ..... 4,58041
Total Number of FTE Contractual Positions ..... 3,517.35 ..... 20.10

[^0]
## History of Contractual Employees Moved to Regular Positions Personnel Management System and Maryland Department of Transportation Employees <br> FY '14-FY '17

| Agency | $\begin{aligned} & \text { FY14 } \\ & \text { FTE's } \end{aligned}$ | FY15 <br> FTE's | FY16 <br> FTE's | FY17 <br> FTE's |
| :---: | :---: | :---: | :---: | :---: |
| Aging | 3 | 0 | 0 | 0 |
| Agriculture | 1 | 1 | 1 | 3 |
| Budget and Management | 8 | 6 | 1 | 3 |
| Commerce | 3 | 1 | 0 | 0 |
| Education (MSDE) | 30 | 11.5 | 3 | 7 |
| Environment | 17 | 13 | 4 | 0 |
| General Services | 8 | 16 | 1 | 1 |
| Health, MD Dept. | 244.46 | 156.97 | 44 | 162 |
| Housing and Community Development | 21 | 16 | 5 | 22 |
| Human Services | 55 | 27.5 | 3 | 22 |
| Information and Technology | 2 | 1 | 0 | 1 |
| Juvenile Services | 101 | 128 | 60 | 132 |
| Labor, Licensing and Regulation | 59 | 26 | 3 | 4 |
| Natural Resources | 2 | 6 | 1 | 25 |
| Planning | 2 | 0 | 0 | 1 |
| Public Safety and Correctional Services | 40.5 | 34 | 8 | 3 |
| State Police | 5 | 2 | 1 | 2 |
| Transportation | 30 | 60 | 3 | 4 |
| Veterans Affairs | 0 | 0 | 0 | 1 |
| All Other Agencies | 53 | 9 | 23 | 47 |
| Total | 684.96 | 514.97 | 161 | 440 |

## Distribution of Full-Time Equivalent Positions for State Personnel Management System and Maryland Department of Transportation

 As of June 30, 2017| Agency | Regular <br> Filled <br> FTE's | Regular <br> Vacant <br> FTE's |
| :--- | ---: | ---: |
| Aging | 24.00 | 9.00 |
| Agriculture | $3,248.00$ | 24.00 |
| Budget and Management | 283.22 | 20.00 |
| Commerce | 173.80 | 8.00 |
| Education (MSDE) | $1,257.90$ | 128.00 |
| Environment | 790.00 | 61.00 |
| General Services | 515.00 | 52.00 |
| Health, MD Dept. | $7,930.69$ | $1,407.00$ |
| Housing and Community Development | 285.90 | 25.00 |
| Human Services | $5,663.00$ | 386.00 |
| Information and Technology | 213.00 | 18.00 |
| Juvenile Services | $1,767.20$ | 197.00 |
| Labor, Licensing and Regulation | $1,483.45$ | 238.00 |
| Natural Resources | $1,200.10$ | 89.00 |
| Planning | 115.75 | 7.00 |
| Public Safety and Correctional Services | $9,027.70$ | $1,342.00$ |
| State Police | $2,177.50$ | 316.00 |
| Transportation | $5,822.00$ | 611.50 |
| Veterans Affairs | 77.00 | 5.00 |
| All Other Agencies | $5,775.48$ | 440.00 |
| Total | $47,830.68$ | $5,383.50$ |

Note: Regular FTEs do not include vacant positions.

## Full-Time Equivalent Positions Included and Excluded from Collective Bargaining for State Personnel Management System and Maryland Department of Transportation As of June 30, 2017

| Agency | Number of <br> Included <br> FTE's | Number of <br> Excluded <br> FTE's |
| :--- | ---: | ---: |
| Aging | 13.00 | 11.00 |
| Agriculture | 219.80 | 105.00 |
| Budget and Management | 59.00 | 224.20 |
| Commerce | 36.00 | 137.80 |
| Education (MSDE) | 242.50 | $1,015.40$ |
| Environment | 535.00 | 255.00 |
| General Services | 372.00 | 143.00 |
| Health, MD Dept. | $5,681.44$ | $2,249.25$ |
| Housing and Community Development | 168.90 | 117.00 |
| Human Services | $4,288.75$ | $1,375.25$ |
| Information and Technology | 113.00 | 100.00 |
| Juvenile Services | $1,341.00$ | 426.20 |
| Labor, Licensing and Regulation | 841.80 | 641.65 |
| Natural Resources | 735.50 | 464.36 |
| Planning | 27.00 | 88.75 |
| Public Safety and Correctional Services | $7,488.10$ | $1,539.60$ |
| State Police | $1,829.50$ | 348.00 |
| Transportation | $3,360.50$ | $2,461.50$ |
| Veterans Affairs | 52.00 | 25.00 |
| All Other Agencies | $1,057.20$ | $4,718.28$ |
| Total | $28,461.99$ | $16,446.24$ |

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

## Geographic Locations of State Positions

As of June 30, 2017

|  | Employees ${ }^{1}$ |  | Vacant Positions |  | Total |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT $^{2}$ | SPMS | MDOT |
| Allegany | 1,906 | 190 | 206 |  | 2,112 | 190 |
| Anne Arundel | 3,210 | 2,186 | 356 |  | 3,566 | 2,186 |
| Baltimore City | 14,530 | 1,623 | 1,825 |  | 16,355 | 1,623 |
| Baltimore County | 3,347 | 309 | 372 |  | 3,719 | 309 |
| Calvert | 264 | 31 | 26 |  | 290 | 31 |
| Caroline | 168 | 27 | 72 |  | 240 | 27 |
| Carroll | 1,303 | 76 | 238 |  | 1,541 | 76 |
| Cecil | 478 | 58 | 68 |  | 546 | 58 |
| Charles | 277 | 87 | 33 |  | 310 | 87 |
| Dorchester | 414 | 25 | 40 |  | 454 | 25 |
| Frederick | 806 | 113 | 135 |  | 941 | 113 |
| Garrett | 353 | 42 | 29 |  | 382 | 42 |
| Harford | 593 | 72 | 78 |  | 671 | 72 |
| Howard | 3,250 | 73 | 578 |  | 3,828 | 73 |
| Kent | 186 | 54 | 39 |  | 225 | 54 |
| Montgomery | 575 | 220 | 76 |  | 651 | 220 |
| Prince George's | 1,507 | 299 | 193 |  | 1,700 | 299 |
| Queen Anne's | 341 | 44 | 47 |  | 388 | 44 |
| Somerset | 1,063 | 20 | 138 |  | 1,201 | 20 |
| St. Mary's | 534 | 39 | 94 |  | 628 | 39 |
| Talbot | 302 | 48 | 63 |  | 365 | 48 |
| Washington County | 2,423 | 74 | 267 |  | 2,690 | 74 |
| Wicomico | 1,094 | 92 | 156 |  | 1,250 | 92 |
| Worcester | 422 | 33 | 111 |  | 533 | 33 |
| Wash., D.C. | 0 | 3 | 1 |  | 1 | 3 |
| Out Of State | 13 | 2 | 1 |  | 14 | 2 |
| Other ${ }^{2}$ | 0 | 0 | 0 | 613 | 0 | 613 |
| Total | 39,359 | 5,840 | 5,242 | 613 | 44,601 | 6,453 |

Note: ${ }^{1}$ The employee count is actual employees.
${ }^{2}$ 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, 2017

| Years of Service | Number of Employees (\%) |  |  |  |
| :--- | :---: | :---: | :---: | :---: |
| SPMS |  | MDOT |  |  |
| Less than 1 year | 2,496 | $(6 \%)$ | 443 | $(8 \%)$ |
| $1-5$ years | 10,219 | $(26 \%)$ | 1,504 | $(26 \%)$ |
| $6-10$ years | 7,550 | $(19 \%)$ | 1,027 | $(18 \%)$ |
| $11-15$ years | 5,579 | $(14 \%)$ | 673 | $(12 \%)$ |
| $16-20$ years | 5,346 | $(14 \%)$ | 687 | $(12 \%)$ |
| $21-30$ years | 5,200 | $(13 \%)$ | 963 | $(16 \%)$ |
| over 30 years | 2,968 | $(8 \%)$ | 543 | $(9 \%)$ |
| Total | 39,358 |  | 5,840 |  |

Note: Employees are actual. Percentages are rounded off to the next whole number.

Years of Service of State Employees


■SPMS ■MDOT

## Personnel Activities for State <br> Employees <br> As of June 30, 2017

SPMS
2,544 TRANSACTIONS Appointments ..... 2,544 ..... 492
Reinstatements ..... 287 ..... 14
Transfers ..... 1,385 ..... 103
Promotions ..... 1,507 ..... 308
MDOT
2,647
Reclassifications
271
Demotions
8,641 Total Total
66 ..... 7
SEPARATIONS Deceased
17
Failed to Report for Duty13
Layoffs ..... 8 ..... 0
Leave of Absence ${ }^{1}$ ..... 27
Resignations ..... 2,235 ..... 296
Retired ..... 1,367 ..... 280
Terminated ..... 214 ..... 13
Terminated on Probation ..... 68 ..... 21
Other ..... 337
Total ..... 4,035
..... 887250
GRIEVANCES Resolved at DBM ..... 357
Forwarded to OAH ..... 124
Total ..... 481
DISCIPLINARY Resolved at DBM ..... 326
ACTION APPEALS Forwarded to OAH ..... 234
Total ..... 560
WHISTLEBLOWER Withdrawn/Settlement ..... 1
COMPLAINTS Pending ..... 0
Probable Cause ..... 0
No Probable Cause ..... 9
Total ..... 10
${ }^{1}$ Includes personal, medical, military and leave of absence without pay.

## Turnover for State Employees As of June 30, 2017

Resigned ..... 2,235 ..... 296
1,367 Retired ..... 280$66 \quad 7$
Deceased
290
Removals ${ }^{1}$ ..... 13
0 ..... 3,958 ..... 1
Military Leave
3,958 ..... 597

Total
Total Positions ..... 44,595 ..... 6,453
Turnover ${ }^{2}$ \% for FY 17 ..... 9\% ..... 9\%

9\%SPMS
MDOT

Note: ${ }^{1}$ Removals include layoffs, terminations, terminations on probation and those who fail physicals.
${ }^{2}$ 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, 2017
## Standard Salary Schedule

| Grade | Number of FTEs |  | \% |  |
| :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT |
| 5 | 285.10 | 5.0 | 0.81\% | 0.09\% |
| 6 | 218.10 | 85.0 | 0.62\% | 1.61\% |
| 7 | 596.50 | 10.0 | 1.69\% | 0.19\% |
| 8 | 1,359.47 | 272.0 | 3.85\% | 5.15\% |
| 9 | 1,348.49 | 20.0 | 3.82\% | 0.38\% |
| 10 | 1,194.65 | 1,084.5 | 3.39\% | 20.54\% |
| 11 | 2,634.45 | 72.0 | $7.47 \%$ | 1.36\% |
| 12 | 2,370.47 | 589.5 | 6.72\% | 11.16\% |
| 13 | 6,446.90 | 108.5 | 18.27\% | 2.05\% |
| 14 | 3,124.25 | 332.5 | 8.85\% | 6.30\% |
| 15 | 2,471.55 | 268.5 | 7.00\% | 5.09\% |
| 16 | 4,323.36 | 393.5 | 12.25\% | 7.45\% |
| 17 | 2,543.40 | 392.0 | 7.21\% | 7.42\% |
| 18 | 1,735.20 | 440.0 | 4.92\% | 8.33\% |
| 19 | 1,220.65 | 351.0 | 3.46\% | 6.65\% |
| 20 | 875.80 | 258.0 | 2.48\% | 4.89\% |
| 21 | 778.80 | 241.0 | 2.21\% | 4.56\% |
| 22 | 856.75 | 161.0 | 2.43\% | 3.05\% |
| 23 | 330.70 | 82.0 | 0.94\% | 1.55\% |
| 24 | 355.45 | 76.0 | 1.01\% | 1.44\% |
| 25 | 116.70 | 25.0 | 0.33\% | 0.47\% |
| 26 | 102.60 | 13.0 | 0.29\% | 0.25\% |
| Total | 35,289.34 | 5,280.0 | 100.00\% | 100.00\% |
| Other Schedules | 3,498.38 | 542.0 |  |  |
| Total: | 38,787.72 | 5,822.0 |  |  |

State Positions by Salary Grades


■SPMS ■MDOT

Step Levels of Standard Salary Schedule

| Step | Number of FTEs |  | \% |  |
| :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT |
| Base | 634.54 | 170.0 | 1.80\% | 3.22\% |
| 1 | 1186.99 | 252.0 | 3.36\% | 4.77\% |
| 2 | 440.09 | 97.5 | 1.25\% | 1.85\% |
| 3 | 2615.87 | 308.5 | 7.41\% | 5.84\% |
| 4 | 1631.74 | 118.5 | 4.62\% | 2.24\% |
| 5 | 1509.29 | 173.5 | 4.28\% | 3.29\% |
| 6 | 3474.08 | 273.5 | 9.84\% | 5.18\% |
| 7 | 1826.74 | 153.5 | 5.18\% | 2.91\% |
| 8 | 1983.85 | 447.0 | 5.62\% | 8.47\% |
| 9 | 3217.25 | 251.5 | 9.12\% | 4.76\% |
| 10 | 1750.68 | 241.0 | 4.96\% | 4.56\% |
| 11 | 1424.18 | 199.0 | 4.04\% | 3.77\% |
| 12 | 1831.17 | 361.5 | 5.19\% | 6.85\% |
| 13 | 981.46 | 277.5 | 2.78\% | 5.26\% |
| 14 | 1255.88 | 318.0 | 3.56\% | 6.02\% |
| 15 | 1231.80 | 356.0 | 3.49\% | 6.74\% |
| 16 | 1148.95 | 284.0 | 3.26\% | 5.38\% |
| 17 | 1011.90 | 175.0 | 2.87\% | 3.31\% |
| 18 | 1629.65 | 240.5 | 4.62\% | 4.55\% |
| 19 | 2464.60 | 307.0 | 6.98\% | 5.81\% |
| 20 | 2038.63 | 275.0 | 5.78\% | 5.21\% |
| Total | 35,289.34 | 5,280.0 | 100.00\% | 100.00\% |
| Other Schedules | 3,498.38 | 542.0 |  |  |
| Total: | 38,787.72 | 5,822.0 |  |  |

State Positions by Salary Steps

aSPMS aMDOT

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

Fiscal Year 2017
Based on a Salary of: ..... $\$ 56,695$
DIRECT COSTS
Social Security ..... \$4,337
Health Insurance** ..... \$10,275
Pension Retirement ..... \$11,192
Deferred Compensation Match ..... \$0
Workers Compensation ..... \$820
Unemployment Insurance ..... \$159
SUBTOTAL DIRECT COSTS ..... \$26,783
INDIRECT COSTS
Personal Leave ..... \$1,305
Holiday ..... \$2,610
Annual Leave ..... \$3,262
Sick Leave ..... \$1,087
SUBTOTAL INDIRECT COSTS ..... \$8,264
TOTAL COST OF BENEFITS ..... \$35,047
**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 <br> By Department

As of June 30, 2017

| Department | Total Number of Employees ${ }^{1}$ To be Rated ${ }^{2}$ | Number of Employees Rated Outstanding | Number of <br> Employees <br> Rated <br> Satisfactory | Number of <br> Employees Rated <br> Unsatisfactory | Total Number Employees Rated |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Administrative Hearings | 112 | 60 | 46 | 1 | 107 |
| Aging ${ }^{3}$ | 22 | 7 | 14 | - | 21 |
| Agriculture | 320 | 160 | 144 | 3 | 307 |
| Archives | 61 | 37 | 24 | - | 61 |
| Assessments and Taxation | 525 | 77 | 382 | 4 | 463 |
| Attorney General | 619 | 332 | 190 | - | 522 |
| Boards and Commissions \& Offices | 75 | 53 | 22 | - | 75 |
| Budget and Management | 283 | 107 | 167 | 1 | 275 |
| Civil Rights | 27 | 13 | 14 | - | 27 |
| Commerce | 173 | 71 | 98 | - | 169 |
| Comptroller | 1,023 | 213 | 684 | - | 897 |
| Contract Appeals | 2 | 2 | - | - | 2 |
| Deaf and Hard of Hearing | 2 | 2 | - | - | 2 |
| Disabilities | 23 | 7 | 16 | - | 23 |
| Education (MSDE) | 1,229 | 682 | 526 | 4 | 1,212 |
| Elections | 210 | 78 | 117 | 1 | 196 |
| Environment | 778 | 360 | 409 | 1 | 770 |
| Energy Administration | 21 | 12 | 9 | - | 21 |
| Executive Department | 67 | 60 | 4 | - | 64 |
| General Services | 515 | 81 | 363 | 1 | 507 |
| Governor's Office of Children | 8 | 5 | 3 | - | 8 |
| Health, Maryland Department | 7,941 | 2,858 | 4,360 | 14 | 7,232 |
| Higher Education Commission | 47 | 1 | 40 | - | 41 |
| Housing and Community Development | 289 | 97 | 189 | 1 | 287 |
| Human Services | 5,645 | 1,118 | 4,363 | 32 | 5,513 |
| Information and Technology | 194 | 11 | 108 | 1 | 120 |


| Juvenile Services | 1,759 | 440 | 1,249 | 9 | 1,698 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Labor, Licensing, and Regulation | 1,203 | 456 | 721 | 3 | 1,180 |
| Lottery | 299 | 120 | 149 | 2 | 271 |
| Maryland 529 | 17 | 9 | 8 | - | 17 |
| Maryland Institute for Emerg Med Serv | 76 | 30 | 43 | - | 73 |
| Maryland Insurance Admin. | 223 | 68 | 144 | - | 212 |
| Maryland Emerg Management Admin. | 47 | 13 | 32 | - | 45 |
| Military Department | 213 | 132 | 73 | - | 205 |
| Natural Resources ${ }^{4}$ | 1,187 | 514 | 415 | 3 | 1,175 |
| People's Council | 9 | 4 | 5 | - | 9 |
| Planning | 112 | 52 | 55 | - | 107 |
| Property Tax Assessment Appeals Bd. | 7 | 5 | 2 | - | 7 |
| Public Defender | 812 | 325 | 198 | - | 523 |
| Public Safety and Correctional Srvcs | 8,790 | 2,490 | 5,596 | 44 | 8,130 |
| Public School Construction | 14 | 6 | 3 | - | 9 |
| Public Service Commission | 125 | 60 | 59 | - | 119 |
| Public Television | 133 | 11 | 117 | - | 128 |
| School for the Deaf | 306 | 22 | 278 | 3 | 303 |
| Secretary of State | 23 | 14 | 9 | - | 23 |
| State Police ${ }^{4}$ | 2,189 | 453 | 234 | 1 | 2,095 |
| State Prosecutor | 11 | 11 | - | - | 11 |
| State Retirement Agency | 167 | 52 | 109 |  | 161 |
| Subsequent Injury Fund | 9 | 5 | 4 | - | 9 |
| Supplemental Retirement Plans | 12 | 5 | 7 | - | 12 |
| Tax Court | 3 | 2 | 1 | - | 3 |
| Transportation ${ }^{4}$ | 5,763 | - | - | - | 4,895 |
| Treasurer | 46 | 18 | 28 | - | 46 |
| Uninsured Employers Fund | 4 | 4 | - | - | 4 |
| Veterans Affairs | 75 | 35 | 33 | 2 | 70 |
| Workers' Compensation Commission | 97 | 23 | 67 | - | 90 |
| Total | 43,942 | 11,883 | 21,931 | 131 | 40,552 |

${ }^{1}$ 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, 2017

| Department | Number of Incentive Awards | Total <br> Award <br> Dollar <br> Amounts | Number of Innovative Awards | Total <br> Award <br> Dollar <br> Amounts |
| :---: | :---: | :---: | :---: | :---: |
| Aging |  |  |  |  |
| Agriculture |  |  |  |  |
| Budget and Management | 50 | \$18,250 |  |  |
| Commerce | 12 | \$3,830 |  |  |
| Education (MSDE) |  |  |  |  |
| Environment | 10 | \$3,650 |  |  |
| General Services |  |  |  |  |
| Health, Maryland Dept. | 1 | \$25,000 |  |  |
| Housing and Community Development | 143 | \$16,216 |  |  |
| Human Services |  |  |  |  |
| Information and Technology |  |  |  |  |
| Juvenile Services |  |  |  |  |
| Labor, Licensing, and Regulation |  |  |  |  |
| Natural Resources | 105 | \$4,682 |  |  |
| Planning |  |  |  |  |
| Public Safety and Correctional Srves |  |  |  |  |
| State Police |  |  |  |  |
| Transportation |  |  |  |  |
| Veterans Affairs |  |  |  |  |
| All Other Agencies | 264 | \$89,516 |  |  |
| Total | 585 | \$161,144 |  |  |

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

## Leave Usage <br> For CY 2016

| Department | Total <br> Number <br> of <br> FTE's | Total Work <br> Hours <br> Available ${ }^{1}$ | Hours of <br> Annual <br> Leave <br> Taken | Hours of Comp Time Taken | Hours of <br> Sick <br> Leave <br> Taken | Hours of <br> Personal <br> Leave <br> Taken | Hours of Comp Time Lost | Hours of <br> Personal <br> Leave <br> Lost | Hours of <br> Annual <br> Leave <br> Lost |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Aging | 30.00 | 60,360 | 2,405 | 509 | 1,698 | 1,139 | - | 79 | 8 |
| Agriculture | 331.00 | 665,972 | 41,381 | 10,927 | 26,091 | 15,131 | 6,550 | 752 | 1,322 |
| Budget and Management | 325.00 | 653,900 | 27,126 | 8,977 | 19,063 | 9,441 | - | 1,054 | 596 |
| Commerce | 185.80 | 373,830 | 22,662 | 7,747 | 12,720 | 8,385 | - | 492 | 599 |
| Education (MSDE) | 1,266.00 | 2,547,192 | 146,773 | 25,502 | 119,195 | 55,112 | - | 2,373 | 1,345 |
| Environment | 824.00 | 1,657,888 | 108,024 | 21,478 | 59,419 | 23,460 | 15,170 | 2,448 | 1,161 |
| General Services | 520.00 | 1,046,240 | 59,254 | 10,612 | 39,904 | 23,780 | 320 | 1,490 | 1,517 |
| Health, MD Dept. | 7,989.00 | 16,073,868 | 989,364 | 195,404 | 704,259 | 364,418 | 391 | 48,079 | 20,429 |
| Housing and Community Dev | 355.00 | 714,260 | 26,248 | 11,780 | 20,070 | 12,655 | - | 664 | 455 |
| Human Services | 6,165.75 | 12,405,489 | 740,214 | 162,276 | 408,230 | 416,442 | 1,362 | 17,670 | 9,677 |
| Information \& Technology | 263.00 | 529,156 | 19,682 | 9,837 | 11,031 | 7,015 | - | 819 | 498 |
| Juvenile Services | 1,807.70 | 3,637,092 | 208,282 | 53,543 | 195,491 | 79,330 | 2,371 | 5,703 | 4,295 |
| Labor, Licensing, and Regulatic | 1,452.00 | 2,921,424 | 165,132 | 22,412 | 129,745 | 63,245 | 391 | 2,031 | 2,537 |
| Natural Resources | 1,196.10 | 2,406,553 | 150,369 | 58,565 | 78,992 | 57,423 | - | 2,327 | 4,328 |
| Planning | 113.00 | 227,356 | 19,693 | 5,071 | 23,425 | 5,722 | - | 192 | 147 |
| Public Safety and Correctional | 10,283.00 | 20,689,396 | 1,124,797 | 327,704 | 998,874 | 438,008 | 15,446 | 10,847 | 31,461 |
| State Police | 2,319.00 | 4,665,828 | 250,932 | 25,818 | 157,377 | 97,655 | 277 | 5,071 | 4,986 |
| Transportation | 6,433.50 | 12,944,202 | 799,703 | 321,931 | 557,529 | 294,844 | 21,127 | 7,798 | 13,026 |
| Veterans Affairs | 75.00 | 150,900 | 6,699 | 4,543 | 4,701 | 3,104 | 492 | 119 | 535 |
| Total | 41,933.85 | 84,370,906 | 4,908,741 | 1,284,636 | 3,567,814 | 1,976,310 | 63,895 | 110,008 | 98,921 |

NOTE: This data was submitted by each agency.
${ }^{1}$ FTEs $\times 40 \mathrm{hrs}$ per week $\times 50.3$ weeks (excluding holidays)

## Health Benefit Enrollment by Type of Plan As of June 30, 2017

Health Plans
Employees Retirees ..... Total
PPO - Contracts ..... $23,274 \quad 29,001$ ..... 52,275
\% of total enrollment in PPOs ..... 34.5\% 62.9\% ..... 46.1\%
POS - Contracts* ..... 246
0 ..... 246
\% of total enrollment in POSs ..... $0.4 \%$
0.0\% ..... 0.2\%EPO/Kaiser - Contracts *$43,909 \quad 17,082$60,991
\% of total enrollment in EPOs65.1\% 37.1\%53.7\%
Total - Contracts ** ..... 67,429 46,083 ..... 113,512*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA)and contracted with Kaiser to provide a fully-insured integrated Health Mgmt (IHM) plan**Excludes Satellite and Direct Pay Enrollees

## Health Benefit Enrollment for Active State Employees As of June 30, 2017

|  | 2015 <br> Actual | $\begin{gathered} 2016 \\ \text { Actual } \end{gathered}$ | 2017 <br> Actual |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 24,673 | 23,793 | 23,274 |
| POS | 289 | 265 | 246 |
| EPO/Kaiser* | 43,525 | 43,830 | 43,909 |
| Total | 68,487 | 67,888 | 67,429 |
| Prescription | 64,585 | 63,734 | 62,945 |
| Spending Accounts |  |  |  |
| Health Care | 10,493 | 10,556 | 11,086 |
| Dependent Care | 1,998 | 1,895 | 2,009 |
| Total | 12,491 | 12,451 | 13,095 |
| Dental Plans |  |  |  |
| Dental - DHMO | 9,048 | 9,312 | 9,754 |
| Dental - PPO | 56,397 | 55,937 | 55,454 |
| Total | 65,445 | 65,249 | 65,208 |
| Term Life | 48,354 | 47,738 | 47,356 |
| Accidental Death \& Injury | 42,525 | 42,248 | 42,140 |

*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan

## Health Benefit Enrollment for Retirees As of June 30, 2017

| 2015 | 2016 | 2017 |
| :---: | :---: | :---: |
| Actual | Actual | Actual |

## Health Plans

| PPO | 29,675 | 29,448 | 29,001 |
| :---: | :---: | :---: | :---: |
| POS | 0 | 0 | 0 |
| EPO/Kaiser* | 13,972 | 15,725 | 17,082 |
| Total | 43,647 | 45,173 | 46,083 |
| Prescription | 43,046 | 44,329 | 45,112 |
| Spending Accounts |  |  |  |
| Health Care | N/A | N/A | N/A |
| Dependent Care | N/A | N/A | N/A |
| Total | N/A | N/A | N/A |
| Dental Plans |  |  |  |
| Dental - DHMO | 2,538 | 2,607 | 2,756 |
| Dental - PPO | 30,723 | 32,879 | 34,857 |
| Total | 33,261 | 35,486 | 37,613 |
| Term Life | 13,872 | 15,001 | 15,892 |
| Accidental Death \& Injury | N/A | N/A | N/A |

*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan

## Health Benefit Enrollment for Satellite Agencies As of June 30, 2017

|  | $\begin{gathered} 2015 \\ \text { Actual } \end{gathered}$ | $\begin{gathered} 2016 \\ \text { Actual } \end{gathered}$ | $\begin{gathered} 2017 \\ \text { Actual } \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 982 | 1,044 | 1,077 |
| POS | 0 | 0 | 0 |
| EPO/Kaiser* | 1,858 | $\underline{2,099}$ | $\underline{2,470}$ |
| Total | 2,840 | 3,143 | 3,547 |
| Prescription | 2,378 | 2,625 | 2,865 |
| Spending Accounts |  |  |  |
| Health Care | 249 | 247 | 191 |
| Dependent Care | $\underline{49}$ | 44 | $\underline{28}$ |
| Total | 298 | 291 | 219 |
| Dental Plans |  |  |  |
| Dental - DHMO | 306 | 348 | 500 |
| Dental - PPO | 2,258 | 2,339 | $\underline{2,567}$ |
| Total | 2,564 | 2,687 | 3,067 |
| Term Life | 1,741 | 1,797 | 1,808 |
| Accidental Death \& Injury | 1,368 | 1,412 | 1,457 |

*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan

## Account Balance for Health Insurance

 As of June 30, 2017(\$\$ in Millions)

|  | FY 2015 Actual | FY 2016 Actual ${ }^{2}$ | FY 2017 <br> Actual ${ }^{2}$ |
| :---: | :---: | :---: | :---: |
| Beginning Balance | \$215.40 | \$60.10 | \$156.20 |
| Receipts |  |  |  |
| State Agencies ${ }^{1}$ | \$961.30 | \$1,222.70 | \$1,290.20 |
| Employee | \$162.00 | \$185.50 | \$192.00 |
| Retiree | \$78.40 | \$91.40 | \$97.30 |
| Satellite Agencies | \$31.80 | \$36.00 | \$40.40 |
| Direct Pay Enrollees | \$6.20 | \$9.30 | \$3.10 |
| RX Rebates \& Medicare Part D reimbursements, EGWP-Cov Gap Disc |  |  |  |
|  | \$90.10 | \$128.80 | \$153.90 |
| Audit / Misc. Recoveries | \$7.40 | \$9.70 | \$9.14 |
| Total Receipts | \$1,337.20 | \$1,683.40 | \$1,786.04 |
| Sub Total | \$1,552.60 | \$1,743.50 | \$1,942.24 |
| Less: Payments to Providers | \$1,492.50 | \$1,587.30 | \$1,664.96 |
| Reserve for Future Provider |  |  |  |
| Payments | \$60.10 | \$156.20 | \$277.28 |
| State Agency Receipts include year-end reversions from agencies as well as non-CPB agency contractual employee receipts transferred \& interest earned in the Employee/Retiree Health \& Welfare Program |  |  |  |
| ${ }^{2}$ FY 2017 year-end balance based on adjusted R*STARS (DAFR-G900) as of September 30, 2017 |  |  |  |

## Account Balance for Spending Accounts

 As of June 30, 2017(\$\$ in Millions)
FY 2015 FY 2016 FY 2017
Actual Actual Actual
Beginning Balance ..... \$0.27 ..... $\$ 0.41$ ..... \$0.12
Receipts
Employee ..... $\$ 21.13 \quad \$ 21.73$ ..... $\$ 23.00$
Satellite Employee ..... \$0.53
$\$ 0.50$ ..... \$0.77
Total Receipts $\$ 21.66$ \$22.24 ..... $\$ 23.77$
Sub Total ..... \$21.93 \$22.65 ..... $\$ 23.89$
Less:
Reimbursements
to Employees \$21.17 \$22.10 ..... \$23.27
Unused Balances
transferred toGeneral Fund
$\$ 0.35$ $\$ 0.43$ ..... $\$ 0.32$
Reserve for Future
Employee
Reimbursements$\$ 0.41 \quad \$ 0.12 \quad \$ 0.30$

## Account Balance for Term Life, Accidental Death and Injury, Long Term Care and Dental Insurance As of June 30, 2017 (\$\$ in Millions)

| - | FY 2015 Actual | FY 2016 Actual | FY 2017 <br> Actual |
| :---: | :---: | :---: | :---: |
| Beginning Balance | \$0.00 | \$0.00 | \$0.60 |
| Receipts |  |  |  |
| State Agencies - Dental Subsidy | \$23.00 | \$19.70 | \$26.65 |
| Employee | \$32.39 | \$36.78 | \$35.69 |
| Retiree | \$11.72 | \$13.40 | \$14.38 |
| Other | \$2.43 | \$1.84 | \$1.97 |
| Total Receipts | \$69.54 | \$71.72 | \$78.69 |
| Sub Total | \$69.54 | \$71.72 | \$79.30 |
| Less: Payments to Providers | \$71.29 | \$72.22 | \$73.99 |
| Reserve for Future Provider |  |  |  |
| Payments | \$0.61 | \$0.60 | \$0.71 |
| Fund Transfers | \$2.36 | \$1.70 | \$4.32 |
| Reserve for Future Provider |  |  |  |
| Payments | \$0.00 | \$0.60 | \$0.28 |


[^0]:    *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.

