## DEPARTMENT OF

Budget \& Management

The Honorable Ulysses Currie Chairman<br>Senate Budget and Taxation Committee<br>3 W Miller Senate Building<br>Annapolis, MD 21401-1991<br>The Honorable Norman H. Conway<br>Chairman<br>House Appropriations Committee<br>121 House Office Building<br>Annapolis, MD 21401-1991<br>Dear Chairman Currie and Chairman Conway:

Language on Page 57 of the 2007 Joint Chairmen's Report (JCR) requires the Department of Budget and Management to provide an Annual Report of State Personnel for Fiscal Year 2007. This report prepared by the Office of Personnel Services and Benefits, is enclosed.

In addition, Section 4-302 of the State Personnel and Pensions Article requires the Secretary of Budget and Management to report to the General Assembly on or before January 1 of each year regarding personnel activity for the previous fiscal year. The enclosed JCR report includes the information required by Statute and is submitted in compliance with that reporting mandate.

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

Sincerely,

T. Eloise Foster Secretary

Enclosure

~Effective Resource Management ~<br>45 Calvert Street • Annapolis, MD 21401-1907<br>Tel: (410) 260-7041 • Fax: (410) 974-2585 • Toll Free: 1 (800) 705-3493 • TTY Users: call via Maryland Relay<br>http://www.dbm.maryland.gov

# ANNUAL PERSONNEL REPORT 

FISCAL YEAR 2007

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 or the union employees of the Mass Transit Administration) as of June 30, 2007. This report does not include information for the University System of Maryland, 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, 2007

|  | SPMS | MDOT |
| :---: | :---: | :---: |
| State Government at a Glance |  |  |
| FTEs Included in Collective |  |  |
| Bargaining Units | 28,465.68 | 4,167.00 |
| FTEs Excluded from Collective |  |  |
| Bargaining Units | 16,467.78 | 2,045.00 |
| Total | 44,933.46 | 6,212.00 |
| Percentage of Employees work in... |  |  |
| Anne Arundel County | 13.6\% | 33.0\% |
| Baltimore City | 37.1\% | 30.5\% |
| Baltimore Metro Area ${ }^{1}$ | 18.9\% | 10.5\% |
| Eastern Shore Area | 10.2\% | 7.4\% |
| Southern Maryland Area | 2.6\% | 2.6\% |
| Washington Metro Area | 4.8\% | 9.5\% |
| Western Maryland Area | 12.4\% | 6.8\% |
| Employees Employed on a . . |  |  |
| Full-Time Basis | 44,149 | 6,176 |
| Part-Time Basis | 1,322 | 74 |
| Total | 45,471 | 6,250 |
| The Average Employee Age is . . | 45 | 47 |
| The Average Employee Length of Service is . . . | 12 | 15 |
| The Average Employee Earns . . . | \$46,080 | \$48,544 |

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

## Summary of State Positions

As of June 30, 2007

## PERMANENT FTEs BY STATUS

|  | SPMS | MDOT |
| :---: | ---: | ---: |
| FFEs Included in Bargaining | $\mathbf{2 8 , 4 6 6 . 6 8}$ | $\mathbf{4 , 1 6 7 . 0 0}$ |
| FTEs Excluded from Bargaining | $\mathbf{1 6 , 4 6 6 . 7 8}$ | $\mathbf{2 , 0 4 5 . 0 0}$ |
| Agency Excluded by Statute | $8,726.88$ | 99.50 |
| Confidential | 603.60 | 265.50 |
| Managerial | $2,198.90$ | 683.00 |
| Supervisory | $4,895.40$ | 995.00 |
| Student | 0.00 | 1.00 |
| Agency Head | 17.00 | 0.00 |
| Board or Commission Member | 25.00 | 1.00 |
| TOTAL | $\mathbf{4 4 , 9 3 3 . 4 6}$ | $\mathbf{6 , 2 1 2 . 0 0}$ |

## BY PERCENT EMPLOYED

## Full-Time

| Filled positions | 44,149 | 6,176 |
| :--- | ---: | ---: |
| Vacant positions | 4,246 |  |
| Total Full-Time Positions | $\mathbf{4 8 , 3 9 5}$ | $\mathbf{4 9 3}$ |

## Part-Time ${ }^{1}$

Filled positions 1,322
Vacant positions
Total Part-Time Positions
Total Number of Filled Positions
Total Nurnber of Vacant Positions
TOTAL NUMBER OF POSITIONS
$\begin{array}{r}45,471 \\ 4,474 \\ \hline 49,945\end{array}$
6,250
$\begin{array}{r}228 \\ \hline 1,550\end{array}$
74
$\begin{array}{r}8 \\ \hline\end{array}$

## CONTRACTUAL EMPLOYMENT ${ }^{2}$

Total Number of Contracts
Total Number of FTEs
${ }^{1}$ Part-time reflects less than $100 \%$ employment.
${ }^{2}$ Contractual data submitted by each agency.
9,019

History of Contractual Employees Moved to Regular Positions Personnel Management System and Maryland Department of Transportation Employees

FY' 04 - FY '07

| Agency | FY04 <br> FTE's | FY05 <br> FTE's | FY06 <br> FTE's | FY07 <br> FTE's |
| :--- | ---: | ---: | ---: | ---: |
| Aging | 2 | 0.8 | 0.8 | 3 |
| Agriculture | 4.8 | 1 | 4 | 2 |
| Budget and Management | 0 | 2 | 7 | 0 |
| Business and Economic Development | 2 | 2 | 1 | 1 |
| Education (MSDE) | 18 | 30.5 | 33 | 37 |
| Environment | 1 | 8 | 7 | 9 |
| General Services | 2 | 5 | 8 | 4 |
| Health and Mental Hygiene | 164.58 | 257.94 | 357.9 | 230.64 |
| Housing and Community Development | 10 | 22 | 36 | 17 |
| Human Resources | 8 | 14 | 19 | 13 |
| Juvenile Justice | 36 | 147 | 292 | 83.5 |
| Labor, Licensing and Regulation | 29.62 | 50 | 69.6 | 70.5 |
| Natural Resources | 5 | 6 | 13 | 19 |
| Planning | 0 | 1 | 0 | 2 |
| Public Safety and Correctional Services | 31 | 17 | 20 | 17.5 |
| State Police | 0 | 2 | 4 | 1 |
| Transportation | 17 | 21 | 31 | 36 |
| Veterans Affairs | 0 | 0 | 0 | 0 |
| All Other Agencies | 69.5 | 71 | 75 | 59 |
| Total | 400.5 | 658.24 | 978.3 | 605.14 |

## Distribution of Full-Time Equivalent Positions for State Personnel Management System and Maryland Department of Transportation As of June 30, 2007

| Agency | Budgeted <br> FTE's | Vacant <br> FTE's |
| :--- | ---: | ---: |
| Aging $^{1}$ | 60.40 | 5.00 |
| Agriculture | 442.90 | 48.50 |
| Budget and Management | 441.40 | 43.00 |
| Business and Economic Development | 292.00 | 23.00 |
| Education (MSDE) | $2,193.50$ | 136.70 |
| Environment | 948.00 | 90.00 |
| General Services | 630.00 | 43.50 |
| Health and Mental Hygiene | $10,918.43$ | $1,167.84$ |
| Housing and Commurity Development | 346.88 | 26.00 |
| Human Resources | $6,997.58$ | 504.30 |
| Juvenile Justice | $2,065.40$ | 56.40 |
| Labor, Licensing and Regulation | $1,572.67$ | 117.98 |
| Natural Resources | $1,362.87$ | 110.75 |
| Planning | 183.00 | 15.00 |
| Public Safety and Correctional Services | $11,493.70$ | $1,044.20$ |
| State Police | $2,461.50$ | 198.00 |
| Transportation | $6,710.00$ | 497.00 |
| Veterans Affairs | 68.50 | 2.00 |
| All Other Agencies | $6,763.75$ | 743.85 |
| Total | $55,952.48$ | $4,873.02$ |

Note: Budgeted FTEs include vacant positions.
${ }^{1}$ These figures for Aging do not include 67 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, 2007

| Agency | Number of <br> Included <br> FTE's | Number of <br> Excluded <br> FTE's |
| :--- | ---: | ---: |
| Aging ${ }^{\text {a }}$ | 35.40 | 87.00 |
| Agriculture | 260.90 | 133.50 |
| Budget and Management | 120.30 | 278.10 |
| Business and Economic Development | 12.00 | 257.00 |
| Education (MSDE) | 124.50 | $1,932.30$ |
| Environment | 532.00 | 326.00 |
| General Services | 400.00 | 186.50 |
| Health and Mental Hygiene | $7,376.59$ | $2,374.00$ |
| Housing and Community Development | 173.65 | 147.23 |
| Human Resources | $1,046.68$ | $1,446.60$ |
| Juvenile Justice | 957.09 | 427.90 |
| Labor, Licensing and Regulation | 784.07 | 497.60 |
| Natural Resources | 46.00 | 122.05 |
| Planning | $8,490.10$ | $1,959.40$ |
| Public Safety and Correctional Services | $1,940.50$ | 323.00 |
| State Police | $4,167.00$ | $2,046.00$ |
| Transportation | 42.50 | 24.00 |
| Veterans Affairs | 542.30 | $5,477.60$ |
| All Other Agencies | $32,632.68$ | $18,513.78$ |
| Total |  |  |

Note: FTEs counts do not include vacant positions.
${ }^{1}$ These figures for Aging include 67 FTE Senior Citizen Aides.

## Geographic Locations of State Positions <br> As of June 30, 2007

|  | Employees |  | Vacant Positions |  | Total |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT | SPMS | MDOT |
| Allegany | 1,786 | 168 | 78 |  | 1,864 | 168 |
| Anne Arundel | 6,225 | 2,053 | 801 |  | 7,026 | 2,053 |
| Baltimore City | 16,913 | 1,907 | 1,551 |  | 18,464 | 1,907 |
| Baltimore County | 4,628 | 440 | 456 |  | 5,084 | 440 |
| Calvert | 307 | 35 | 5 |  | 312 | 35 |
| Caroline | 237 | 30 | 27 |  | 264 | 30 |
| Carroll | 1,610 | 66 | 125 |  | 1,735 | 66 |
| Cecil | 412 | 64 | 39 |  | 451 | 64 |
| Charles | 515 | 90 | 64 |  | 579 | 90 |
| Dorchester | 491 | 25 | 37 |  | 528 | 25 |
| Frederick | 746 | 151 | 49 |  | 795 | 151 |
| Garrett | 347 | 45 | 15 |  | 362 | 45 |
| Harford | 612 | 81 | 49 |  | 661 | 81 |
| Howard | 1,765 | 71 | 116 |  | 1,881 | 71 |
| Kent | 287 | 66 | 23 |  | 310 | 66 |
| Montgomery | 724 | 228 | 41 |  | 765 | 228 |
| Prince George's | 1,468 | 360 | 137 |  | 1,605 | 360 |
| Queen Anne's | 337 | 51 | 36 |  | 373 | 51 |
| Somerset | 1,068 | 24 | 55 |  | 1,123 | 24 |
| St. Mary's | 371 | 37 | 35 |  | 406 | 37 |
| Talbot | 273 | 67 | 23 |  | 296 | 67 |
| Washington County | 2,788 | 59 | 150 |  | 2,938 | 59 |
| Wicomico | 1,190 | 95 | 124 |  | 1,314 | 95 |
| Worcester | 346 | 35 | 48 |  | 394 | 35 |
| Wash., D.C. | 6 | 2 | 0 |  | 6 | 2 |
| Out Of State | 10 |  | 0 |  | 10 | 0 |
| Other | 9 |  | 390 | 501 | 399 | 501 |
| Total | 45,471 | 6,250 | 4,474 | 501 | 49,945 | 6,751 |

Note: The employee count is actual employees.

## Years of Service of State Employees <br> As of June 30, 2007

| Years of Service | Number of Employees (\%) |  |  |  |
| :--- | :---: | :---: | :---: | :---: |
| SPMS | MDOT |  |  |  |
| Less than 1 year | 4,241 | $(9 \%)$ | 350 | $(5.60 \%)$ |
| $1-5$ years | 16,220 | $(36 \%)$ | 1,092 | $(17.47 \%)$ |
| $6-10$ years | 7,385 | $(16 \%)$ | 1,072 | $(17.15 \%)$ |
| $11-15$ years | 5,358 | $(12 \%)$ | 671 | $(10.74 \%)$ |
| $16-20$ years | 4,903 | $(11 \%)$ | 1,026 | $(16.42 \%)$ |
| $21-30$ years | 5,919 | $(13 \%)$ | 1,408 | $(22.53 \%)$ |
| over 30 years | 1,445 | (3\%) | 631 | $(10.10 \%)$ |
| Total | $\mathbf{4 5 , 4 7 1}$ |  | $\mathbf{6 , 2 5 0}$ |  |

Note: Employees are actual.

## Years of Service of State Employees



QSPMS IMDOT

| Personnel Activities for State Employees <br> As of June 30, 2007 |  |  |  |
| :---: | :---: | :---: | :---: |
|  |  | SPMS | MDOT |
| TRANSACTIONS | Appointments | 4,697 | 395 |
|  | Reinstatements | 635 | 28 |
|  | Transfers | 457 | 84 |
|  | Promotions | 3,721 | 286 |
|  | Reclassifications | 3,176 | 811 |
|  | Demotions | 346 | 24 |
|  | Total | 13,032 | 1628 |
| SEPARATIONS | Deceased | 68 | 14 |
|  | Failed to Report for Duty | 64 | 10 |
|  | Layoffs | 18 | 0 |
|  | Leave of Absence ${ }^{1}$ | 129 | 5 |
|  | Resignations | 2,849 | 80 |
|  | Retired | 1,460 | 230 |
|  | Terminated | 311 | 11 |
|  | Terminated on Probation | 210 | 31 |
|  | Other | 0 | 183 |
|  | Total | 5,109 | 564 |
| GRIEVANCES | Resolved at DBM | 79 |  |
|  | Forwarded to OAH | 80 |  |
|  | Total | 159 |  |
| DISCIPLINARY | Resolved at DBM | 301 |  |
| ACTION APPEALS Forwarded to OAH |  | 210 |  |
|  | Total | 511 |  |
| WHISTLEBLOWER Withdrawn/Settlement |  | 1 |  |
| COMPAINTS | Probable Cause | 0 |  |
|  | No Probable Cause | 0 |  |
|  | Total | 1 |  |

## Turnover for State <br> Employees <br> As of June 30, 2007

Resigned
Retired
Removals ${ }^{1}$
Deceased
Military Leave
Total

Total Positions
Turnover \% for FY 07

## SPMS

2,849
1,460
539

| 68 |
| ---: | ---: |
| 4 |
| 4,920 | \(\begin{array}{r}14 <br>

\end{array}\)

49,945
10\%

MDOT 237
230
11

6,751
7\%

[^0]
## Distribution of State Positions by Salary Grade <br> As of June 30, 2006

## Standard Salary Schedule

| Grade | Number of FTEs |  | $\%$ |  |
| :---: | ---: | ---: | ---: | ---: |
|  | SPMS | MDOT | SPMS | MDOT |
| 5 | 694.10 | 20.0 | $1.72 \%$ | $0.37 \%$ |
| 6 | 525.70 | 139.0 | $1.31 \%$ | $2.56 \%$ |
| 7 | $1,689.60$ | 31.5 | $4.20 \%$ | $0.58 \%$ |
| 8 | $1,342.87$ | 299.0 | $3.34 \%$ | $5.51 \%$ |
| 9 | $1,996.30$ | 38.0 | $4.96 \%$ | $0.70 \%$ |
| 10 | $1,774.15$ | $1,062.5$ | $4.41 \%$ | $19.59 \%$ |
| 11 | $2,952.38$ | 107.5 | $7.34 \%$ | $1.98 \%$ |
| 12 | $3,786.95$ | 575.0 | $9.41 \%$ | $10.60 \%$ |
| 13 | $6,125.71$ | 139.5 | $15.22 \%$ | $2.57 \%$ |
| 14 | $4,157.15$ | 292.5 | $10.33 \%$ | $5.39 \%$ |
| 15 | $2,621.92$ | 408.5 | $6.51 \%$ | $7.53 \%$ |
| 16 | $4,206.83$ | 555.0 | $10.45 \%$ | $10.23 \%$ |
| 17 | $2,802.42$ | 411.5 | $6.96 \%$ | $7.59 \%$ |
| 18 | $1,652.60$ | 473.5 | $4.11 \%$ | $8.73 \%$ |
| 19 | $1,151.45$ | 287.0 | $2.86 \%$ | $5.29 \%$ |
| 20 | 760.50 | 191.0 | $1.89 \%$ | $3.52 \%$ |
| 21 | 590.70 | 125.0 | $1.47 \%$ | $2.30 \%$ |
| 22 | 728.23 | 128.0 | $1.81 \%$ | $2.36 \%$ |
| 23 | 264.00 | 53.0 | $0.66 \%$ | $0.98 \%$ |
| 24 | 286.60 | 57.0 | $0.71 \%$ | $1.05 \%$ |
| 25 | 71.00 | 19.0 | $0.18 \%$ | $0.35 \%$ |
| 26 | 67.00 | 11.0 | $0.17 \%$ | $0.20 \%$ |
|  |  |  |  |  |
|  |  |  | $5,424.0$ | $100.00 \%$ |
| Total | $40,248.16$ | $100.00 \%$ |  |  |
| Other Schedules | $4,684.30$ | 789.0 |  |  |
|  |  |  |  |  |
| Total: | $44,932.46$ | $6,213.0$ |  |  |

State Positions by Salary Grades


## Distribution of State Positions by Salary Step As of June 30, 2006

Step Levels of Standard Salary Schedule

| Step | Number of FTEs |  | $\%$ |  |
| :---: | ---: | ---: | ---: | ---: |
|  | SPMS | MDOT | SPMS | MDOT |
| Base | $1,064.29$ | 80.5 | $2.64 \%$ | $1.48 \%$ |
| 1 | $1,107.44$ | 104.0 | $2.75 \%$ | $1.92 \%$ |
| 2 | $1,266.41$ | 120.5 | $3.15 \%$ | $2.22 \%$ |
| 3 | $2,884.40$ | 261.0 | $7.17 \%$ | $4.81 \%$ |
| 4 | $3,753.75$ | 200.5 | $9.33 \%$ | $3.70 \%$ |
| 5 | $1,796.57$ | 178.0 | $4.46 \%$ | $3.28 \%$ |
| 6 | $1,910.44$ | 237.5 | $4.75 \%$ | $4.38 \%$ |
| 7 | $1,937.17$ | 271.5 | $4.81 \%$ | $5.01 \%$ |
| 8 | $1,506.93$ | 325.5 | $3.74 \%$ | $6.00 \%$ |
| 9 | $2,145.97$ | 411.5 | $5.33 \%$ | $7.59 \%$ |
| 10 | $2,017.90$ | 422.5 | $5.01 \%$ | $7.79 \%$ |
| 11 | $1,961.15$ | 494.5 | $4.87 \%$ | $9.12 \%$ |
| 12 | $1,899.70$ | 225.0 | $4.72 \%$ | $4.15 \%$ |
| 13 | $3,694.13$ | 505.5 | $9.18 \%$ | $9.32 \%$ |
| 14 | $7,673.83$ | 885.5 | $19.07 \%$ | $16.33 \%$ |
| 15 | $1,585.70$ | 366.0 | $3.94 \%$ | $6.75 \%$ |
| 16 | 987.95 | 178.5 | $2.45 \%$ | $3.29 \%$ |
| 17 | 291.23 | 30.0 | $0.72 \%$ | $0.55 \%$ |
| 18 | 181.60 | 44.5 | $0.45 \%$ | $0.82 \%$ |
| 19 | 504.60 | 77.5 | $1.25 \%$ | $1.43 \%$ |
| 20 | 77.00 | 4.0 | $0.19 \%$ | $0.07 \%$ |
| Total | $40,248.16$ | $5,424.0$ | $100.00 \%$ | $100.00 \%$ |
| Schedules | $4,684.30$ | 789.0 |  |  |
|  |  |  |  |  |
| Total: | $44,932.46$ | $6,213.0$ |  |  |

State Positions by Salary Steps


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

Fiscal Year 2007
Salary ..... \$46,080
DIRECT COSTS
Social Security ..... \$3,525
Health Insurance* ..... \$7,579
Pension Retirement ..... \$3,147
Deferred Compensation Match ..... \$225
Workers Compensation ..... \$707
Unemployment Insurance ..... \$92
SUBTOTAL DIRECT COSTS ..... \$15,275
INDIRECT COSTS
Personal Leave (6 days) ..... \$1,060
Holiday (12 days) ..... \$2,121
Annual Leave (15 days) ..... \$2,651
Sick Leave (5 days) ..... \$884
SUBTOTAL INDIRECT COSTS ..... \$6,716
TOTAL COST OF BENEFITS ..... \$21,991

[^1] the State. Family costs include medical, dental, and prescription drug plan.

## Distribution of Employee Performance by Category <br> By Principal Department <br> As of June 30, 2007

|  | Total Number $\qquad$ of Employees To be Rated ${ }^{2}$ | Number of <br> Employees <br> Rated <br> Outstanding | Number of <br> Employees <br> Rated <br> Exceeds | Number of Employees Rated Meets | Number of Employees Rated Need Improv | Number of Employees Rated Unsatis |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Aging ${ }^{3}$ | 68 | - | 4 | 3 | - | - |
| Agriculture | 363 | 103 | 127 | 44 | 3 | - |
| Budget and Management | 335 | 26 | 60 | 50 | - | - |
| Business and Economic Development | 210 | 31 | 12 | 1 | - | - |
| Education (MSDE) | 1,425 | 198 | 641 | 309 | 8 | - |
| Environment | 813 | 127 | 337 | 186 | 6 | 2 |
| General Services | 545 | 5 | 48 | 72 | 1 | - |
| Health and Mental Hygiene | 9,050 | 696 | 1,739 | 1,248 | 24 | 11 |
| Housing and Community Development | 279 | 9 | 22 | 25 | - | - |
| Human Resources | 6,021 | 682 | 1,526 | 971 | 21 | 1 |
| Juvenile Services | 1,758 | 113 | 165 | 70 | 1 | - |
| Labor, Licensing, and Regulation | 1,298 | 180 | 370 | 177 | 3 | - |
| Natural Resources | 1,157 | 20 | 232 | 136 | 2 | - |
| Planning | 148 | - | - | - | - | - |
| Public Safety and Correctional Srves | 9,168 | 392 | 2,058 | 1,464 | 18 | 4 |
| State Police | 683 | 245 | 180 | 76 | 4 | 2 |
| Transportation | 5,234 | 1,886 | 2,302 | 1,034 | 10 | 2 |
| Veterans Affairs | 58 | 3 | 36 | 9 | 1 | - |
| All Other Agencies | 5,067 | 237 | 734 | 685 | 14 | - |
| Total | 43,680 | 4,953 | 10,593 | 6,560 | 116 | 22 |

[^2]
## Distribution of Incentive and Innovative Awards <br> By Principal Department <br> As of June 30, 2007

|  | Number Hor Incentive Ansards | Total Award Doilar Amounts | Number Whnor Innative Awards | Total <br> Award Dollar Amounts |
| :---: | :---: | :---: | :---: | :---: |
| Aging |  |  |  |  |
| Agriculture | 5 | \$200 |  |  |
| Budget and Management |  |  |  |  |
| Business and Economic Development | 22 | \$7,310 | 1 | \$250 |
| Education (MSDE) |  |  |  |  |
| Environment | 39 | \$15,300 |  |  |
| General Services |  |  |  |  |
| Health and Mental Hygiene | 89 | \$64,650 |  |  |
| Housing and Community Development | 97 | \$73,200 |  |  |
| Human Resources |  |  |  |  |
| Juvenile Services |  |  |  |  |
| Labor, Licensing, and Regulation | 511 | \$63,440 |  |  |
| Natural Resources | 1 | \$300 |  |  |
| Planning |  |  |  |  |
| Public Safety and Correctional Srves |  |  |  |  |
| State Police |  |  |  |  |
| Transportation | 60 | \$1,500 | 42 | \$1,085 |
| Veterans Affairs |  |  |  |  |
| All Other Agencies | 417 | \$99,416 | 3 | \$1,000 |
| Total | 1,241 | \$325,316 | 46 | \$2,335 |

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

## Leave Usage <br> For CY 2006

|  | Total Number of: ETE's |  | Hours of <br> Annüal <br> Leave <br> Taken | Hours of <br> Comp <br> Time <br> Taken | Hours. Sick Leave Taken | Hours of <br> Personal <br> Leave <br> Táaken | Hours of Comp Time Lost | Hours of Personal Eeave E Gost | Hoürs of Annual Leave Lost |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Aging | 122.40 | 246,269 | 6,045 | 1,005 | 4,916 | 2,655 | 31 | 58 | 56 |
| Agriculture | 394.40 | 793,533 | 51,460 | 25,735 | 31,059 | 18,651 | 2,727 | 744 | 1,953 |
| Budget and Manag | 398.40 | 801,581 | 46,197 | 22,291 | 33,141 | 18,821 | 1,750 | 663 | 1,807 |
| Business and Economic Dev | 269.00 | 541,228 | 27,759 | 20,689 | 21,154 | 12,863 | 2,611 | 1,037 | 1,571 |
| Education (MSDE) | 2,056.80 | 4,138,282 | 176,056 | 22,090 | 122,956 | 63,136 | - | 3,665 | 4,717 |
| Environment | 858.00 | 1,726,296 | 124,839 | 30,266 | 73,334 | 42,458 | 409 | 688 | 1,584 |
| General Services | 586.50 | 1,180,038 | 72,744 | 10,375 | 59,281 | 28,512 | 1,662 | 1,141 | 2,436 |
| Health and Mental Hygiene | 9,750.59 | 19,618,187 | 1,249,583 | 273,605 | 1,089,149 | 478,962 | 14,620 | 10,801 | 12,301 |
| Housing and Community Dev | 320.88 | 645,611 | 38,440 | 14,302 | 29,841 | 14,582 | 634 | 530 | 1,348 |
| Human Resources | 6,493.28 | 13,064,479 | 1,382,506 | 215,066 | 646,175 | 320,108 | 4,860 | 10,136 | 6,867 |
| Juvenile Services | 2,009.00 | 4,042,108 | 205,891 | 84,396 | 190,879 | 92,497 | 2,371 | 3,016 | 3,085 |
| Labor, Licensing, and Regulation | 1,454.69 | 2,926,836 | 189,621 | 28,025 | 126,478 | 72,104 | 393 | 695 | 1,584 |
| Natural Resources | 1,252.12 | 2,519,265 | 189,451 | 79,961 | 157,411 | 59,979 | 4,145 | 2,000 | 6,851 |
| Planning | 168.00 | 338,016 | 27,719 | 6,702 | 13,704 | 7,530 | 60 | 289 | 701 |
| Public Safety and Correctional S | 10,449.50 | 21,024,394 | 1,035,218 | 285,393 | 853,669 | 439,394 | 20,823 | 34,679 | 62,546 |
| State Police | 2,263.50 | 4,554,162 | 263,188 | 40,714 | 203,112 | 107,170 | 3,018 | 3,730 | 4,730 |
| Transportation | 6,213.00 | 12,500,556 | 852,000 | 228,642 | 568,420 | 301,427 | 26,631 | 11,423 | 19,985 |
| Veterans Affairs | 65.50 | 131,786 | 7,465 | 2,054 | 390 | 2,834 | 410 | 249 | 227 |
| Total | 45,125.56 | 90,792,627 | 5,946,182 | 1,391,309 | 4,225,067 | 2,083,682 | 87,156 | 85,545 | 134,349 |

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

## Health Benefit Enrollment by Type of Plan

 As of June 30, 2007| Health Plans | Employees | Retirees | Total |
| :--- | :---: | :---: | :---: | :---: |
| PPO - Contracts | 30,298 | 22,725 | 53,023 |
| \% of total enrollment in PPOs | $43.3 \%$ | $66.9 \%$ | $51.0 \%$ |
| POS - Contracts | 25,452 | 7,914 | 33,366 |
| \% of total enrollment in POSs | $36.4 \%$ | $23.3 \%$ | $32.1 \%$ |
| HMO - Contracts | 14,185 | 3,330 | 17,515 |
| \% of total enrollment in HMOs | $20.3 \%$ | $9.8 \%$ | $16.9 \%$ |
|  |  |  |  |
| Total - Contracts * | 69,935 | 33,969 | 103,904 |

*Excludes Satellite Accounts and Direct Pay Enrollees

## Health Benefit Enrollment for Active State Employees

 As of June 30, 2007| 2005 | 2006 | 2007 |
| :---: | :---: | :---: |
| Actual | Actual | Actual |

Health Plans

| PPO | 28,476 | 29,077 | 30,298 |
| :---: | :---: | :---: | :---: |
| POS | 26,625 | 25,644 | 25,452 |
| HMO | 13,700 | 14,392 | 14,185 |
| Total | 68,801 | 69,113 | 69,935 |
| Prescription | 65,133 | 65,162 | 66,072 |
| Spending Accounts |  |  |  |
| Health Care | 4,723 | 5,324 | 5,930 |
| Dependent Care | 1,180 | 1,255 | 1,282 |
| Total | 5,903 | 6,579 | 7,212 |
| Dental Plans |  |  |  |
| Dental - DHMO | 35,939 | 34,388 | 31,899 |
| Dental - PPO* | 21,060 | 25,172 | 29,317 |
| Total | 56,999 | 59,560 | 61,216 |
| Term Life | 41,432 | 42,322 | 43,368 |
| Accidental Death \& Injury | 35,299 | 35,704 | 36,440 |

*Dental PPO became effective January 2005

Health Benefit Enrollment for Retirees As of June 30, 2007

|  | $\mathbf{2 0 0 5}$ <br> Actual | $\mathbf{2 0 0 6}$ <br> Actual | $\mathbf{2 0 0 7}$ <br> Actual |
| :--- | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 21,780 | 22,516 | 22,725 |
| POS | 7,738 | 8,055 | 7,914 |
| HMO | $\underline{3,238}$ | $\underline{3,382}$ | $\underline{3,330}$ |
| Total | 32,756 | 33,953 | 33,969 |
| Prescription | 32,443 | 33,511 | 33,485 |
| Spending Accounts |  |  |  |
| Health Care | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ |
| Dependent Care | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ |
| Total | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ |
| Dental Plans |  |  |  |
| Dental - DHMO | $\underline{6,225}$ | $\underline{7,897}$ | $\underline{8,971}$ |
| Dental - PPO * | 16,475 | 18,358 | 18,760 |
| Total |  |  |  |
| Term Life | 4,907 | 5,658 | 5,647 |
| Accidental Death \& Injury | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ | $\mathrm{N} / \mathrm{A}$ |
| *Dental PPO became effective January | 2005 |  |  |

## Health Benefit Enrollment for Satellite Agencies

 As of June 30, 2007|  | $\begin{gathered} 2005 \\ \text { Actual } \end{gathered}$ | $\begin{gathered} 2006 \\ \text { Actual } \end{gathered}$ | $\begin{gathered} 2007 \\ \text { Actual } \\ \hline \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 792 | 820 | 850 |
| POS | 791 | 767 | 794 |
| HMO | 768 | 642 | $\underline{628}$ |
| Total | 2,351 | 2,229 | 2,272 |
| Prescription | 1,927 | 1,814 | 1,854 |
| Spending Accounts |  |  |  |
| Health Care | 80 | 86 | 100 |
| Dependent Care | 19 | $\underline{21}$ | $\underline{22}$ |
| Total | 99 | 107 | 122 |
| Dental Plans |  |  |  |
| Dental - DHMO | 1,105 | 953 | 919 |
| Dental - PPO* | 660 | 783 | 902 |
| Total | 1,765 | 1,736 | 1,821 |
| Term Life | 1,405 | 1,379 | 1,422 |
| Accidental Death \& Injury | 1,203 | 1,150 | 1,185 |
| *Dental PPO became effective January 2005 |  |  |  |

## Account Balance for Health Insurance

As of June 30, 2007
(\$\$ in Millions)

|  | FY 2005 Actual | FY 2006 Actual | FY 2007 Actual *** |
| :---: | :---: | :---: | :---: |
| Beginning Balance | \$84.0 | \$93.6 | \$193.1 |
| Receipts |  |  |  |
| State Agencies * | \$687.3 | \$750.8 | \$787.4 |
| Employee | \$119.0 | \$130.2 | \$132.7 |
| Retiree | \$45.4 | \$51.5 | \$57.8 |
| Satellite Agencies | \$20.8 | \$22.4 | \$22.6 |
| Direct Pay Enrollees | \$8.2 | \$7.5 | \$7.7 |
| **Rebates, Recoveries \& |  |  |  |
| Medicare Part D | \$8.0 | \$6.5 | \$32.8 |
| Audit / Misc Recoveries | \$1.3 | \$7.7 | \$3.0 |
| Sub Total | \$974.0 | \$1,070.2 | \$1,044.0 |
| Less: Payments to Providers | \$880.4 | \$877.1 | \$927.2 |
| Reserve for Future Provider Payments |  |  |  |
|  | \$93.6 | \$193.1 | \$309.9 |
| *FY 2005 State Agency receipts include a deficiency appropriation of $\$ 13,645,949$ in special funds from the MetLife account and $\$ 1,354,051$ in general funds per HB 150. |  |  |  |
| **FY05 and FY06 figures represent rebates and recoveries only as the State did not begin receiving Medicare Part D subsidies until FY07. Of the FY07 figure, approximately $\$ 27$ million represents the Medicare Part D subsid |  |  |  |
| *** FY 2007 balance based on reports dated August 8/23/07. |  |  |  |
| Of the balance remaining from FY 2007, $\mathbf{\$ 7 4 , 1 2 5 , 2 1 2}$ is set aside for Incurred But Not Reported (IBNR) claims from the FY 2007 plan year and the rest will be used to offset the agency receipts for the FY 2008 plan year. |  |  |  |

# Account Balance for Spending Accounts <br> As of June 30, 2007 <br> (\$\$ in Millions) 

|  | FY 2005 <br> Actual | FY 2006 <br> Actual | FY 2007 <br> Actual |
| :--- | :---: | :---: | :---: |
| Beginning Balance | $\$ 2.3$ | $\$ 2.1$ | $\$ 3.2$ |
| Receipts |  |  |  |
| Employee | $\$ 9.8$ | $\$ 10.2$ | $\$ 11.9$ |
| Satellite Employee | $\$ 0.1$ | $\$ 0.2$ | $\$ 0.2$ |
| Sub Total | $\$ 12.2$ | $\$ 12.5$ | $\$ 15.3$ |
| Less: <br> Reimbursements to <br> Emplovees | $\$ 9.6$ | $\$ 9.3$ | $\$ 11.1$ |
| Unused Balances <br> transferred to <br> General Fund | $\$ 0.5$ | $\$ 0.0$ | $\$ 0.7$ |
| Reserve for Future <br> Employee <br> Reimbursements | $\$ 2.1$ | $\$ 3.2$ | $\$ 3.5$ |

## Account Balance for Term Life, Accidental Death and Injury, Long Term Care and Dental Insurance As of June 30, 2007 (\$\$ in Millions)

|  | FY 2005 <br> Actual | FY 2006 <br> Actual | FY 2007 <br> Actual |
| :--- | :---: | :---: | :---: |
| Beginning Balance | $\$ 0.2$ | $\$ 0.2$ | $\$ 0.1$ |
| Receipts | $\$ 12.9$ | $\$ 15.1$ | $\$ 17.0$ |
| State Agencies | $\$ 23.5$ | $\$ 25.7$ | $\$ 28.1$ |
| Employee | $\$ 4.0$ | $\$ 5.1$ | $\$ 6.4$ |
| Retiree | $\$ 1.5$ | $\$ 1.5$ | $\$ 1.9$ |
| Other | $\$ 42.1$ | $\$ 47.6$ | $\$ 53.5$ |
| Sub Total | $\$ 41.9$ | $\$ 47.4$ | $\$ 52.8$ |
| Less: Payments to Providers | $\$ 0.2$ | $\$ 0.2$ | $\$ 0.7$ |
| Reserve for Future Provider <br> Payments | $\$ 0.0$ | $\$ 0.1$ | $\$ 0.0$ |
| Fund Transfers | $\$ 0.2$ | $\$ 0.1$ | $\$ 0.7$ |
| Reserve for Future Provider <br> Payments |  |  |  |

*FY 2006 Actual reflects transfer of unused funds from terminated Catastrophic Plan to the State Employee \& Retiree Health \& Welfare Benefits Fund reported in the Account Balance for Health Insurance page 24


[^0]:    Note: 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.
    ${ }^{1}$ Removals include layoffs, terminations, terminations on probation and those who fail physicals.

[^1]:    Note: This amount is the average family health insurance contribution made by

[^2]:    ${ }^{1}$ 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.

