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Date: November 7, 2014

TO: MEMBERS, BOARD OF DIRECTORS

I. AGENDA ITEM # AND TITLE :	Open Agenda Item 15 – Staffing Update
II. NAME AND PROGRAM:	Andreas Acker, Human Resources
III. ACTIVITY:	<input checked="" type="checkbox"/> Informational <input type="checkbox"/> Request for Direction <input type="checkbox"/> Action Proposed <input type="checkbox"/> Exploratory
IV. JUSTIFICATION:	<input checked="" type="checkbox"/> Standard/Required Item <input type="checkbox"/> Board Request – New Item <input type="checkbox"/> New Topic from Staff

V. EXECUTIVE SUMMARY:

The following is standard information requested by the Board in a variety of Human Resources areas.

VI. ANALYSIS:

State Fund permanent staffing levels continue to decline with 4,130 permanent employees at the end of September. 245 employees separated through September, which represented a 7.6% annualized separation rate. Retirements (120) and transfers to other agencies (71) accounted for over 78% of the separations. The projection for the end the year is a separation rate of between 8% and 8.5%, in line with 2013 with the separation rate of 8.1%.

There was a 8.6% reduction in the hours over the cap and 7.5% reduction in the number of employees over the cap. This downward trend will continue in the 4th quarter.

VII. RECOMMENDATION: Information only.

VIII. PRESENTATION EXHIBITS: enclosed

IX. APPENDIX: N/A



Staffing Update

Board of Directors – Open Agenda Item 15

November 21, 2014

Andreas Acker – EVP and Chief Administrative Officer

Workforce Update

State Fund Staffing Summary Report

As of September 30, 2014

	12/31/2007	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	12/31/2013	3/31/2014	6/30/2014	9/30/2014
Permanent Employees <i>(head count)</i>	8,257	7,909	7,660	7,305	5,665	4,589	4,326	4,282	4,212	4,130
Available Employees	8,051	7,687	7,460	7,096	5,497	4,469	4,190	4,149	4,073	3,994
Employees on Extended Leaves	207	222	200	209	168	120	136	133	139	136
Non-Permanent Employees	286	258	53	16	3	17	146	88	86	98
Newhires (YTD)	273	240	109	23	15	43	95	12	26	41*
Promotions (YTD)	476	475	385	298	144	286	490	61	152	297
Separations (YTD)	861	522	340	398	1,638	1,118	372	60	147	245

*Includes 39 NewHires and 2 Mandatory Reinstatement

Workforce Update

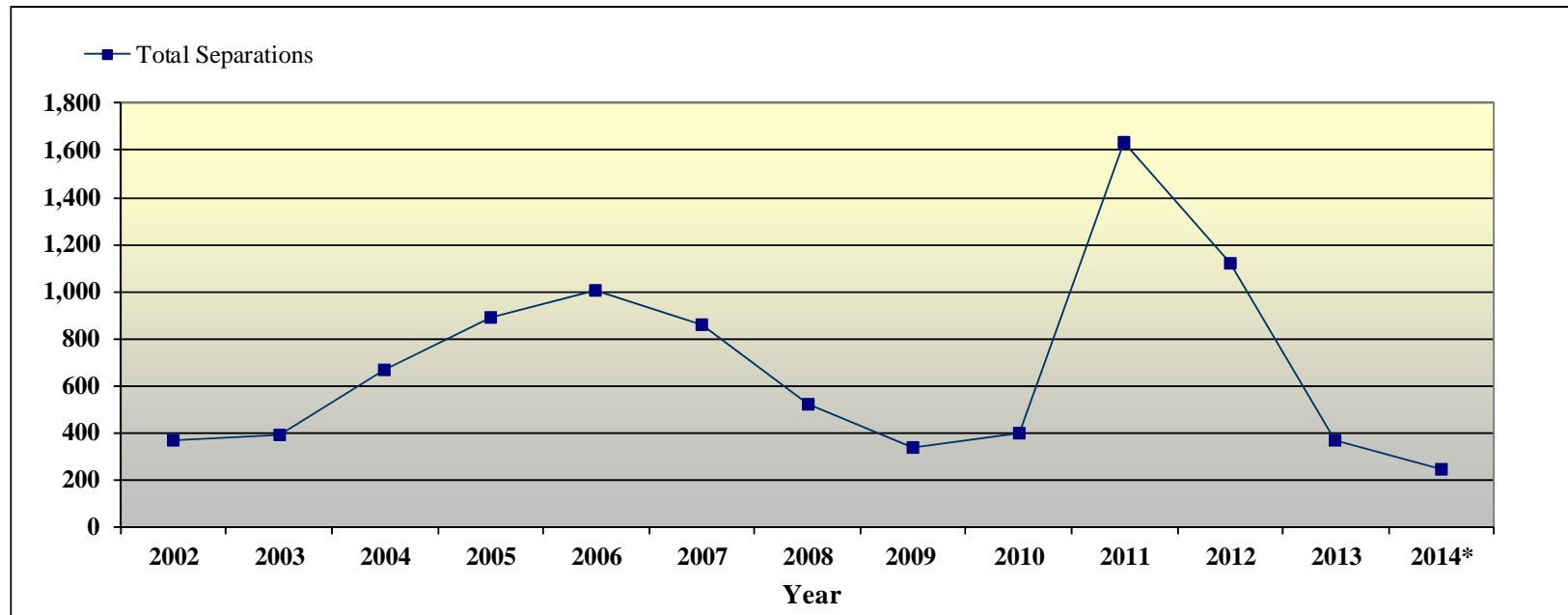
Turnover Rate: 2002-2014

As of September 30, 2014

Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014*
Total Separations	368	391	664	893	1,004	861	522	340	398	1,638	1,118	372	245
Overall Turnover Rate	5.3%	5.0%	7.5%	9.3%	10.5%	9.8%	6.3%	4.3%	5.2%	22.7%	20%	8.1%	7.6%

*Total is calculated annually and as of the start of the year.

The 2010 YTD has been updated to reflect retirement separations that were not captured in the V7/11 extract due to delays with the State Controller's processing.



640 Hour Cap Summary

September 30, 2014

Annual Leave & Vacation over the 640 Cap for All Employees

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	144,069	706	204	\$ 5,869,249

Over the 640 Cap for Staff

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	71,955	438	164	\$ 2,746,371

Over the 640 Cap for Exempt, CEA, Managers and Supervisors

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	72,115	268	269	\$ 3,148,130

Historical Summary

As of September 30, 2014

Leave Over the 640 Cap - Historical Summary

Year	Hours Over Cap	(Hours) Change in %	Employees Over Cap	(Head Count) Change in %
2007	318,119	-	831	-
2008	258,237	-18.8%	748	-10.0%
2009	277,956	7.6%	856	14.4%
2010	231,184	-16.8%	808	-5.6%
2011	199,024	-13.9%	760	-5.9%
2012	183,769	-7.7%	808	6.3%
2013	157,665	-14.2%	763	-5.6%
2014	144,069	-8.6%	706	-7.5%