

Personnel Matters

- a. Workforce Update**
- b. Employee Leave Balance and Usage**
- c. Veteran Hiring**

Board of Directors – Open Agenda Item 4
May 16, 2013

Andreas Acker, Sr. VP of Human Resources

Note - Information only/no board action required, and no staff recommendations to consider at this time. Staff will be fully prepared to respond to questions.

Workforce Update

State Fund Staffing Summary Report

As of March 31, 2013

	12/31/2007	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	3/31/2013
Permanent Employees <i>(head count)</i>	8,257	7,909	7,660	7,305	5,665	4,589	4,549
Available Employees	8,051	7,687	7,460	7,096	5,497	4,469	4,414
Employees on Extended Leaves	207	222	200	209	168	120	135
Non-Permanent Employees	286	258	53	16	3	17	4
New hires (YTD)	273	240	109	23	15	43	28*
Promotions (YTD)	476	475	385	298	144	286	78
Separations (YTD)	861	522	340	398	1,638	1,118	74

* Includes 26 New Hires and 2 Mandatory Reinstatement

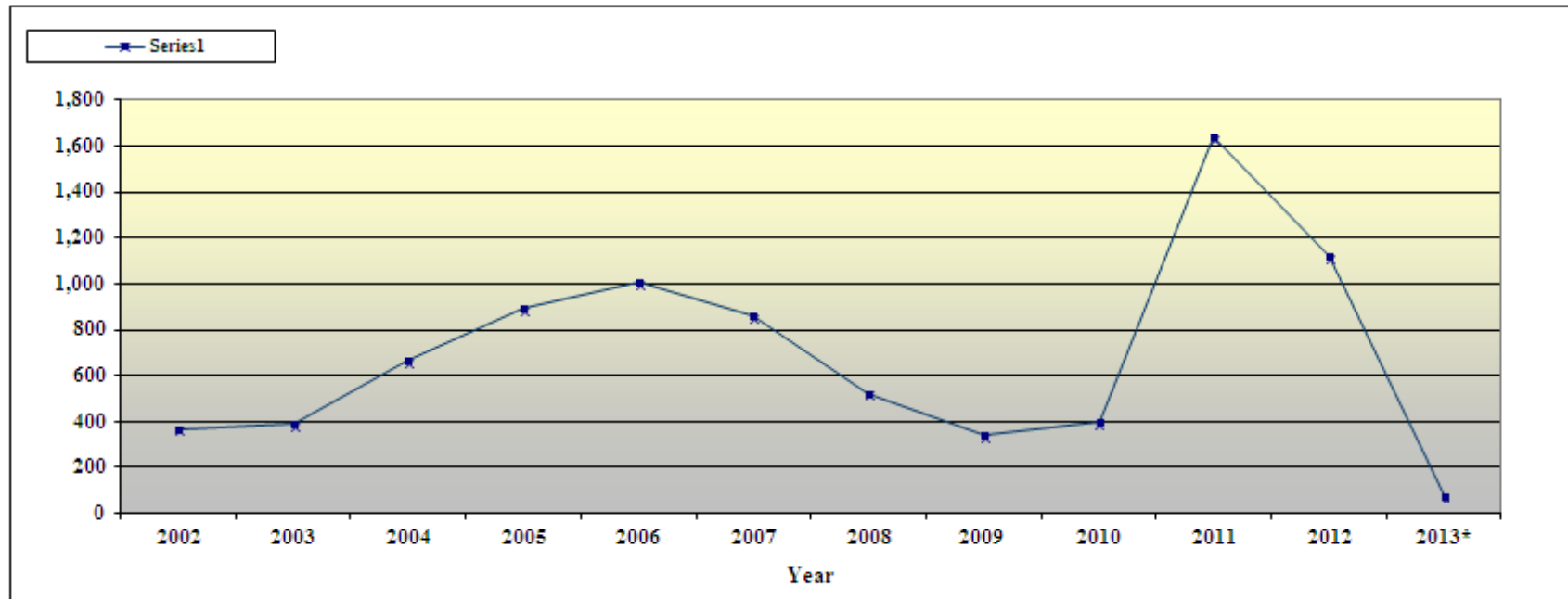
Workforce Update

State Compensation Insurance Fund Turnover By Year (As of March 31, 2013)

Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013*
Total Separations	368	391	664	893	1,004	861	522	340	398	1,638	1,118	74
Overall Turnover Rate	5.3%	5.0%	7.5%	9.3%	10.5%	9.8%	6.3%	4.3%	5.2%	22.7%	20.01%	6.45%

* 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 1/7/11 extract due to delays with the State Controller's processing.



Workforce Solutions

	Active Employees	Extended Leave Unit	Total
Workforce Solutions Beginning Staff 1-1-13	288	80	376
Incoming Staff Q1 (including ELU)	8	9	17
Total Staff in Workforce Solutions (Including ELU)	296	89	393
Transition to Core Programs (Active Employees)	42	0	42
Promotions	29	0	29
Return to Work in Core Programs (from ELU)	0	3	3
Total Internal Moves	71	3	74
Employees Who Retired from WS (including ELU)	0	5	5
Employees Who Resigned	0	0	0
Transfer to other Agencies	1	0	1
Total Separations from Workforce Solutions	1	5	6
Current Employees April 2013	224	81	304

Employee Leave Balance and Usage

March 31, 2013

All Leave Balance Types

LEAVE TYPE:	Annual Leave	Vacation	Personal Holiday	Holiday Credit	PLP	VPLP	CTO	Excess	FURLOUGH	SICK	HIT	PLP 2012
2007 YTD	657,583	1,397,958	55,352	37,064	96,360	50,370	15,161	18,628		2,128,272	21,233	
2008 YTD	617,382	1,387,913	58,824	22,636	81,247	51,410	18,146	22,892		2,048,398	23,173	
2009 YTD	641,435	1,534,979	56,568	41,063	67,975	43,507	19,495	23,785	193,440	2,038,082	19,124	
2010 YTD	559,547	1,490,902	58,440	74,516	56,861	41,668	13,765	24,917	183,919	1,950,391	20,697	
2011 YTD	478,916	1,346,017	48,728	33,355	40,985	29,816	11,420	21,850	147,164	1,653,486	18,704	
2012 YTD	438,276	1,283,600	46,633	28,594	30,054	24,600	7,523	24,274	38,687	1,441,679	14,761	77,290
2013 YTD	438,285	1,302,603	42,417	25,754	28,550	23,921	7,790	25,820	31,059	1,418,694	11,309	115,865

All Usage for All Leave Balance Types

LEAVE TYPE:	Annual Leave	Vacation	Personal Holiday	Holiday Credit	PLP	VPLP	CTO	Excess	FURLOUGH	SICK	HIT	PLP 2012
2007 YTD	(338,519)	(1,022,505)	(55,872)	(64,782)	(37,218)	(87,617)	(11,362)	(36,071)		(784,629)	(35,512)	
2008 YTD	(373,552)	(1,333,280)	(60,912)	(14,952)	(15,427)	(82,446)	(17,791)	(54,053)		(716,982)	(29,857)	
2009 YTD	(281,732)	(750,378)	(63,696)	(44,880)	(13,293)	(57,773)	(11,878)	(54,809)	(734,787)	(616,737)	(34,220)	
2010 YTD	(243,388)	(816,032)	(53,136)	(24,902)	(8,594)	(58,898)	(14,942)	(47,471)	465	(530,162)	(26,030)	
2011 YTD	(192,084)	(604,401)	(46,136)	(74,753)	(7,664)	(38,397)	(7,574)	(38,675)	(6,560)	(449,459)	(20,392)	
2012 YTD	(122,894)	(392,754)	(27,794)	(34,339)	(3,806)	(24,924)	(4,137)	(29,631)	(78,663)	(289,077)	(15,896)	(123,741)
2013 YTD	(21,035)	(70,502)	(4,668)	(3,010)	(1,116)	(4,973)	(534)	(5,164)	(7,764)	(74,932)	(3,341)	(74,509)

Historical Summary

As of March 31, 2013

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	186,946	1.7%	813	0.6%

640 hour Cap Summary

As of March 31, 2013

Annual Leave & Vacation over the 640 Cap

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	186,946	813	230	\$ 7,158,900

Over the 640 Cap for Rank and File Employees

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	88,850	518	172	\$ 3,189,524

Grand Total 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>	98,096	295	333	\$ 3,969,376

The table below lists the monthly Annual Leave and Sick Leave/Vacation accrual rates for a full-time employee in **Bargaining Units 1, 2, 4, 10, 12, 13, 14, 15 and 17:**

Length of Service	Annual Leave	Vacation + Sick Leave (8 hours)
1 month to 3 years	11 hours	15 hours (7 hours + 8 hours)
37 months to 10 years	14 hours	18 hours (10 hours + 8 hours)
121 months to 15 years	16 hours	20 hours (12 hours + 8 hours)
181 months to 20 years	17 hours	21 hours (13 hours + 8 hours)
241 months and over	18 hours	22 hours (14 hours + 8 hours)

The table below lists monthly Annual Leave and Sick Leave/Vacation accrual rates for a full-time employee designated **supervisory, managerial or confidential or other excluded employees:**

Length of Service	Annual Leave	Vacation + Sick Leave (8 hours)
1 month to 3 years	15 hours	15 hours (7 hours + 8 hours)
37 months to 10 years	15 hours	19 hours (11 hours + 8 hours)
121 months to 15 years	17 hours	21 hours (13 hours + 8 hours)
181 months to 20 years	18 hours	22 hours (14 hours + 8 hours)
241 months to 25 years	19 hours	23 hours (15 hours + 8 hours)
301 months and over	20 hours	24 hours (16 hours + 8 hours)

Veteran Hiring Program

- Utilizing sites specific to Veterans
 - CivilianJobs.com
 - Alliance Careers
 - Military Officers Association of America
 - Marine for Life
- Attended Job Fairs at Camp Pendleton, Fresno, Los Angeles, Ontario and Oakland

Recruitment Bulletin Posted

- CivilianJobs.com
 - Hero2Hired
 - Travis AFB
 - Los Angeles AFB
 - Beale AFB
 - Vandenberg AFB
 - Edwards AFB
 - Presidio of Monterey
 - Camp Pendleton
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- Continue to research additional sites to post announcements