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Date: August 7, 2015

**TO: MEMBERS, BOARD OF DIRECTORS**

<b>I. AGENDA ITEM # AND TITLE :</b>	Open Agenda Item 4 – Staffing Update
<b>II. NAME AND PROGRAM:</b>	Andreas Acker, Human Resources
<b>III. ACTIVITY:</b>	<input checked="" type="checkbox"/> Informational <input type="checkbox"/> Request for Direction <input type="checkbox"/> Action Proposed <input type="checkbox"/> Exploratory
<b>IV. JUSTIFICATION:</b>	<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 of Directors in a variety of Human Resources areas.

**VI. ANALYSIS:**

State Fund ended the second quarter of 2015 with 4,226 employees, 125 separations, 263 new hires, and 319 promotions.

Of the 125 separations, 48 or 38.4% were due to retirements. Of the remaining separations, 24 were resignations, 36 were transfers to other agencies, and 17 were others (death or dismissals).

My prediction for 2015 is still an overall separation rate of around 7.5%; the primary driver will continue to be retirements.

There was a 2.4% decrease in the hours over the cap and a 0.8% gain in the number of employees over the cap. The overall numbers will drop in both the hours and employees as time is taken over the summer.

**VII. RECOMMENDATION:** Information only.

**VIII. PRESENTATION EXHIBITS:** Attached.

**IX. APPENDIX:** N/A

# **Staffing Update**

**Board of Directors – Open Agenda Item 4**

**August 18, 2015**

**Andreas Acker – EVP and Chief Administrative Officer**

# Workforce Update

## State Fund Staffing Summary Report

### As of June 30, 2015

	12/31/2007	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	12/31/2013	12/31/2014	3/31/2015	6/30//2015
<b>Permanent Employees (head count)</b>	<b>8,257</b>	<b>7,909</b>	<b>7,660</b>	<b>7,305</b>	<b>5,665</b>	<b>4,589</b>	<b>4,326</b>	<b>4,066</b>	<b>4,111</b>	<b>4,226</b>
Available Employees	8,051	7,687	7,460	7,096	5,497	4,469	4,190	3,935	3,983	4,112
Employees on Extended Leaves	207	222	200	209	168	120	136	131	128	114
<b>Non-Permanent Employees</b>	<b>286</b>	<b>258</b>	<b>53</b>	<b>16</b>	<b>3</b>	<b>17</b>	<b>146</b>	<b>109</b>	<b>107</b>	<b>102</b>
<b>New hires (YTD)</b>	<b>273</b>	<b>240</b>	<b>109</b>	<b>23</b>	<b>15</b>	<b>43</b>	<b>95</b>	<b>92</b>	<b>129</b>	<b>263*</b>
<b>Promotions (YTD)</b>	<b>476</b>	<b>475</b>	<b>385</b>	<b>298</b>	<b>144</b>	<b>286</b>	<b>490</b>	<b>416</b>	<b>83</b>	<b>319</b>
<b>Separations (YTD)</b>	<b>861</b>	<b>522</b>	<b>340</b>	<b>398</b>	<b>1,638</b>	<b>1,118</b>	<b>372</b>	<b>365</b>	<b>53</b>	<b>125</b>

\*Includes 261 New Hires and 2 Mandatory Reinstatements

# Workforce Update

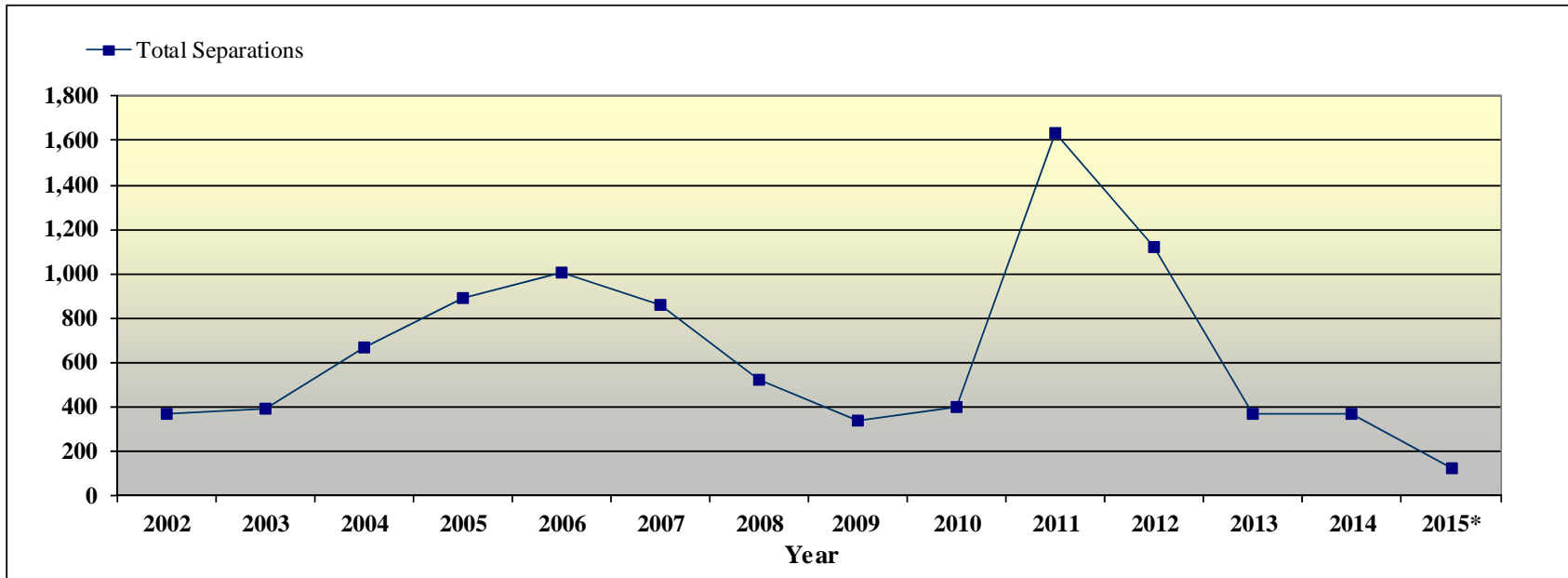
## Turnover Rate: 2002-2015

### As of June 30, 2015

Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015*
<b>Total Separations</b>	368	391	664	893	1,004	861	522	340	398	1,638	1,118	372	365	125
<b>Overall Turnover Rate</b>	5.3%	5.0%	7.5%	9.3%	10.5%	9.8%	6.3%	4.3%	5.2%	22.7%	20%	8.1%	8.4%	6.1%

\*Totalis 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.



# 640 Hour Cap Summary

June 30, 2015

## 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>	131,161	<b>662</b>	198	\$ 5,524,699

## 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>	66,379	<b>411</b>	162	\$ 2,653,411

## 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>	64,782	<b>251</b>	258	\$ 2,871,288

# Historical Summary

June 30, 2015

## 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	134,354	-14.8%	657	-13.9%
2015	131,161	-2.4%	662	0.8%

# 2015 Cash Out

<b>GROUP</b>	<b>NUMBER OF EMPLOYEES</b>	<b>CASH OUT HOURS</b>	<b>CASH OUT AMOUNT</b>
Supervisors and Managers	360	14,187.5	\$ 558,897.69
Attorneys	50	996	\$ 52,899.56
Other	9	220	\$ 6,062.60
<b>GRAND TOTAL</b>	<b>419</b>	<b>15,403.5</b>	<b>\$ 617,859.85</b>