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Date: November 3, 2017

**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 in a variety of Human Resources areas.

**VI. ANALYSIS:**

State Fund ended the 3rd quarter of 2017 with 4,315 employees, 198 separations, 208 new hires, and 326 promotions.

Of the 198 separations, 96 or 48.4% were due to retirements. Of the remaining separations, 47 were resignations, 33 were transfers to other agencies, and 22 were others (death or dismissals).

The overall separation rate was 6.1%; the primary driver was retirements.

**VII. RECOMMENDATION:** Information only.

**VIII. PRESENTATION EXHIBITS:** Enclosed.

**IX. APPENDIX:** Not applicable.

# **Staffing Update**

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

**November 16, 2017**

**Andreas Acker – Executive Vice President and  
Chief Administrative Officer**

# Workforce Update

## State Fund Staffing Summary Report

### As of September 30, 2017

	12/31/2008	12/31/2009	12/31/2010	12/31/2011	12/31/2012	12/31/2013	12/31/2014	12/31/2015	12/31/2016	3/30/2017	6/30/2017	9/30/2017
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<b>Permanent Employees (head count)</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>4,350</b>	<b>4,299</b>	<b>4,304</b>	<b>4,303</b>	<b>4,315</b>
Available Employees	7,687	7,460	7,096	5,497	4,469	4,190	3,935	4,249	4,192	4,220	4,197	4,212
Employees on Extended Leaves	222	200	209	168	120	136	131	101	107	84	106	103
<b>Non-Permanent Employees</b>	<b>258</b>	<b>53</b>	<b>16</b>	<b>3</b>	<b>17</b>	<b>146</b>	<b>109</b>	<b>129</b>	<b>50</b>	<b>65</b>	<b>85</b>	<b>94</b>

<b>New hires (YTD)</b>	<b>240</b>	<b>109</b>	<b>23</b>	<b>15</b>	<b>43</b>	<b>95</b>	<b>92</b>	<b>567</b>	<b>266</b>	<b>53</b>	<b>120</b>	<b>208*</b>
<b>Promotions (YTD)</b>	<b>475</b>	<b>385</b>	<b>298</b>	<b>144</b>	<b>286</b>	<b>490</b>	<b>416</b>	<b>1,306</b>	<b>593</b>	<b>92</b>	<b>203</b>	<b>326</b>
<b>Separations (YTD)</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>323</b>	<b>334</b>	<b>56</b>	<b>117</b>	<b>198</b>

# Workforce Update

## Turnover Rate: 2002-2017

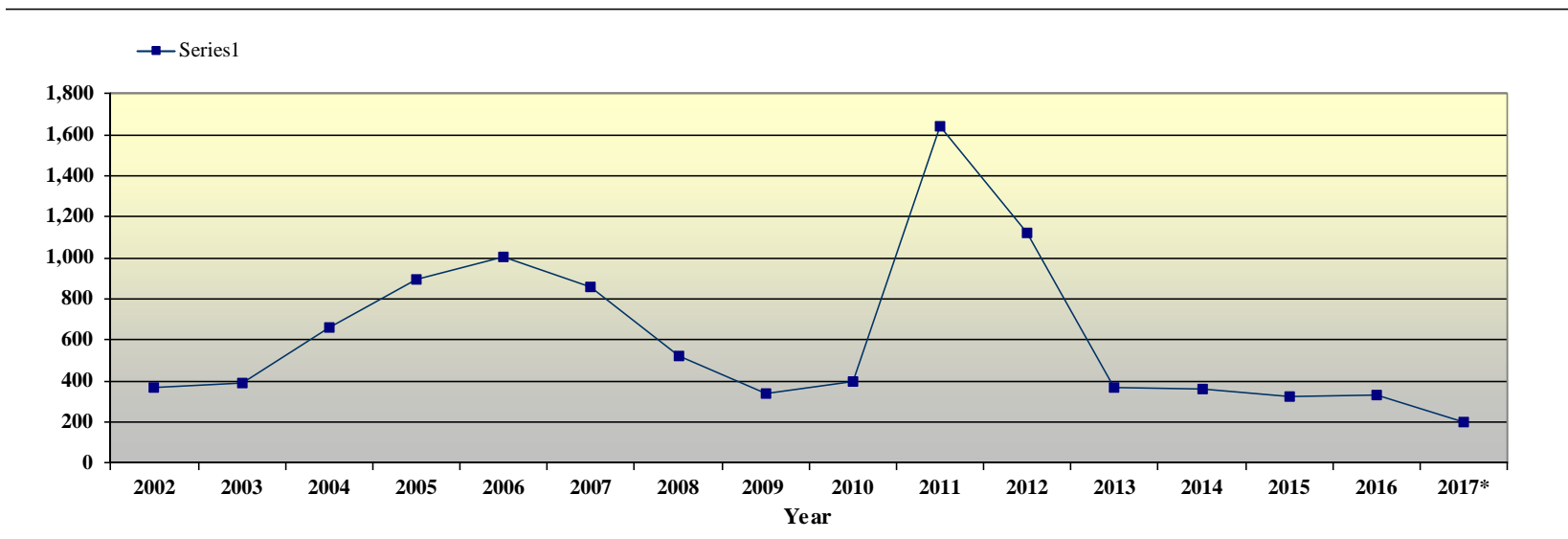
### As of September 30, 2017

Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017*
<b>Total Separations</b>	368	391	664	893	1,004	861	522	340	398	1,638	1,118	372	365	323	334	198
<b>Total Employees Beginning of Year</b>	6,992	7,799	8,833	9,597	9,548	8,800	8,257	7,909	7,647	7,218	5,665	4,589	4,326	4,066	4,350	4,299
<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%	7.9%	7.7%	6.1%

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

\*\*The 5636 for the beginning count of 2012 doesn't include the 29 exceptions (people that took the transition package but were not taken off yet) that still showed up on the comparison report as of December 31, 2011.

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

August 31, 2017

## 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>	95,091	447	213	\$ 4,776,501

## Over the 640 Cap for Frontline Contributors

LEAVE TYPE:	Hours Over Cap	# of EE's	Average Hours Over Cap	Liability Amount
<i>Total</i>	45,604	251	182	\$ 2,093,042

## 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>	49,488	196	252	\$ 2,683,459

# Historical Summary

## August 31, 2017

### Leave Over the 640 Cap - Historical Summary

Year	Hours Over Cap	(Hours) Change in %	Avg Hours Over Cap/EE	(Hours) Change in %	Employees Over Cap	(Head Count) Change in %
2007	318,119	-	383		831	-
2008	258,237	-18.8%	345	-9.8%	748	-10.0%
2009	277,956	7.6%	325	-5.9%	856	14.4%
2010	231,184	-16.8%	286	-11.9%	808	-5.6%
2011	199,024	-13.9%	262	-8.5%	760	-5.9%
2012	183,769	-7.7%	227	-13.2%	808	6.3%
2013	157,665	-14.2%	207	-9.1%	763	-5.6%
2014	134,354	-14.8%	204	-1.0%	657	-13.9%
2015	123,597	-8.0%	213	4.0%	581	-11.6%
2016	118,365	-4.2%	209	-1.9%	567	-2.4%
2017	95,091	-19.7%	213	2.0%	447	-21.2%

# 2017 Leave & Savings Plus Buy Backs

	<b>Employee Count</b>	<b>Hours</b>	<b>Gross Pay</b>
Staff	546	41,072	\$ 1,402,623
Management	337	26,071	\$ 1,186,381
<b><i>Grand Total</i></b>	<b>883</b>	<b>67,142</b>	<b>\$ 2,589,004</b>