THIRTY-FIRST ANNUAL WORKFORCE REPORT

FISCAL YEAR 2009-10
October 1, 2009 – September 30, 2010

State of Michigan
Civil Service Commission

Civil Service Commissioners:

Sherry L. McMillan, Chair
Andrew P. Abood
Kelly G. Keenan
Thomas M. Wardrop

Jeremy S. Stephens, State Personnel Director

This is the Thirty-First Annual Workforce Report covering fiscal year 2009-10 (October 1, 2009 – September 30, 2010). The statistical information is in summary form. When making comparisons, please note the data may represent a specific date or an average over a period of time. Totals may vary depending on the source used to select the data. The source used for each chart is identified.

Inquiries about this report may be directed to:

Michigan Civil Service Commission
Office of Business Applications Support
Data Management and Reports
(517) 373-3083
MCSC-OBASReports@michigan.gov

Inquiries about Section IV of the Annual Workforce Report may be directed to:

Michigan Civil Service Commission
Office of Human Resources
(517) 335-0309

The Annual Workforce Report was published in book form from FY 1979-80 through FY 2000-01. In FY 2001-02, the Annual Workforce Report became an online document and in the following year, quarterly updates of portions of the report were added to the publication. The Michigan Civil Service Commission web address is: http://www.michigan.gov/mdcs. The following Michigan libraries are permanent repositories for previous copies of this document:

Detroit Public Library, Detroit
Hatcher Graduate Library, University of Michigan, Ann Arbor
Library of Michigan, Lansing
Michigan State University Libraries, East Lansing
Purdy/Kresge Library, Wayne State University, Detroit

STATISTICAL HIGHLIGHTS
FY 2009-10

PROFILE OF CLASSIFIED EMPLOYEES

Average Age	46.2
Average Annual Salary [1]	$54,121
Average Annual Fringe Benefit Cost [2]	$33,057
Average Sick Leave Days Used	10.6
Average Annual Leave Days Used	19.1
Average Years of Service	14.3

WORK FORCE CHARACTERISTICS

Females	52.5%
Males	47.5%
Eligible for Longevity	74.8%
Less than Six Years of Service	24.7%
Six to Ten Years of Service	16.6%
Over Ten Years of Service	58.7%
Eligible for Retirement in Retirement Codes 01, 04, and 26 through December 31, 2010	26%
Exclusively Represented for Collective Bargaining	71.4%
Turnover Separations	6.9%

FEDERALLY DEFINED RACE/ETHNIC GROUP DISTRIBUTION

American Indian	1.1%
Asian	1.4%
Black	18%
Hispanic	2.8%
White	76.3%
Not Disclosed	0.4%

[1] Average annual salary is calculated based on each employee's hourly rate of pay multiplied by 2,088 hours, regardless of their work schedule (see Table 2-1).

[2] Average annual fringe benefit cost is based on the cost of fringe benefits as a percent of payroll (see table 2-3) multiplied by average annual salary.

TABLE OF CONTENTS

STATISTICAL HIGHLIGHTS i

TABLE OF CONTENTS ii

SECTION ONE - TRENDS IN THE STATE CLASSIFIED WORK FORCE

Graph 1-1 - State Classified Employment Averages, Fifty-Year History and Five-Year History 1-1
Graph 1-2 - State Classified Employment Figures, Fiscal Years 2005-06 through 2009-10 1-2
Table 1-1 - Active Classified Employees by Employee Status 1-3
Table 1-2 - Full-Time Equated Employee Position Report by Department 1-8
Table 1-3 - Number and Percent of Classified Employees by Department 1-12
Graph 1-3 - Breakdown of State Classified Employment Averages, Fiscal Years 1999-00 and 2009-10 1-13
Table 1-4 - Average Number of Classified Employees by Department, Fiscal Years 2000-01 Through 2009-10 1-14

SECTION TWO - CHARACTERISTICS OF CLASSIFIED EMPLOYEES

Graph 2-1 - Trend of Total State Expenditures Compared to Total State Classified Payroll, Fiscal Years 2000-01 through 2009-10 2-1
Graph 2-2 - State Classified Payroll as a Percent of Total State Expenditures, Fiscal Years 2000-01 through 2009-10 2-2
Table 2-1 - Average Age, Pay Rate, and Longevity Analysis by Department 2-3
Table 2-2 - Employee Distribution by Salary - Statewide, Fiscal Years 2005-06 through 2009-10 2-4
Table 2-3 - Classified Employee Benefits as a Percentage of Base Payroll (Employer Contributions) Fiscal Years 2005-06 through 2009-10 2-7
Table 2-4 - Active Classified Employees Enrolled in State Sponsored Insurance Plans by Department 2-8
Table 2-5 - State Classified Employee Vacation, Holiday, and Sick Leave Pay as a Percentage of Base Payroll, Fiscal Years 2005-06 through 2009-10 2-10
Graph 2-3 - Annual Leave and Sick Leave Usage by Department 2-11
Table 2-6 - State Classified Employee Average Sick Leave and Annual Leave Usage 2-12
Table 2-7 - State Classified Employee Sick Leave Usage Comparison (Average Days Per Employee) Fiscal Years 2005-06 through 2009-10 2-13
Table 2-8 - Sick Leave Usage Analysis by Department 2-14
Table 2-9 - Annual Leave and Deferred Hours Usage Analysis by Department 2-15
Table 2-10 - Age Distribution for Classified Employees by Department 2-16
Graph 2-4 - Employment Trend of Job Categories, Fiscal Years 2005-06 through 2009-10 2-17
Graph 2-5 - Map of Michigan Distribution of Classified Employees by County 2-18
Table 2-11 - Active Classified Employees by Work County 2-19

SECTION THREE - EMPLOYEE CONTINUITY OVERVIEW

Graph 3-1 - Average Years of Service by Department 3-1

Table 3-1 - Classified Employee Distribution by Department and Years of Service, Race/Ethnic Group, Gender, and Disability Analysis 3-2

Table 3-2 - Statewide Separations by Reason 3-24

Table 3-3 - New Hires, Returns and Separations by Department 3-25

Table 3-4 - Turnover Separations in the State Classified Service, 1943 to 2010 3-26

Table 3-5 - Turnover Separations by Department, Fiscal Years 2005-06 through 2009-10 3-28

Table 3-6 - Percentage of Employees in Retirement Codes 01, 04, and 26 Eligible for Retirement 3-32

SECTION FOUR - EQUAL EMPLOYMENT OPPORTUNITY REPORT

Table 4-1 - Statewide Employees by EEO Category 4-1

Table 4-2 - Statewide Employees by Department and EEO Category 4-2

Table 4-3 - Classified Employee Distribution by Department 4-23

Table 4-4 - Statewide Employees with a Disability by EEO Category 4-24

SECTION FIVE - BARGAINING UNIT CHARACTERISTICS

Graph 5-1 - Breakdown of State Classified Employment by Bargaining Unit 5-1

Table 5-1 - Employees Paying Union Membership Fees by Bargaining Unit 5-2

Graph 5-2 - Average Years of Service by Bargaining Unit 5-3

Table 5-2 - Classified Employee Distribution by Bargaining Unit and Years of Service, Race/Ethnic Group, Gender, and Disability Analysis 5-4

Table 5-3 - Average Age, Pay Rate, and Longevity Analysis by Bargaining Unit 5-22

Table 5-4 - Active Classified Employees Enrolled in State Sponsored Insurance Plans by Bargaining Unit. 5-23

Graph 5-3 - Annual Leave and Sick Leave Usage by Bargaining Unit 5-25

Table 5-5 - Sick Leave Usage Analysis by Bargaining Unit 5-26

Table 5-6 - Annual Leave and Deferred Hours Usage Analysis by Bargaining Unit 5-27

Table 5-7 - Average Sick Leave and Annual Leave Usage Analysis by Bargaining Unit 5-28

Table 5-8 - Sick Leave Usage Comparison by Bargaining Unit 5-29

Table 5-9 - Bargaining Unit Analysis by Department, Exclusively Represented 5-30

Table 5-10 - Bargaining Unit Analysis by Department, Non-Exclusively Represented 5-31

GLOSSARY

Glossary G-1