

THIRTY-SEVENTH ANNUAL WORKFORCE REPORT

FISCAL YEAR 2015-16
October 1, 2015 through September 30, 2016

State of Michigan
Civil Service Commission



Civil Service Commissioners:

Thomas M. Wardrop, Chair
James Barrett
Janet McClelland
Robert W. Swanson

Janine M. Winters, State Personnel Director

This is the Thirty-Seventh Annual Workforce Report covering fiscal year 2015-16 (October 1, 2015 – September 30, 2016). 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 of 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) 335-1307
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. 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 2015-16**

PROFILE OF CLASSIFIED EMPLOYEES

Average Age	45.1
Average Annual Salary ¹	\$58,360
Average Annual Fringe Benefit Cost ²	\$47,528
Average Sick Leave Days Used	10.2
Average Annual Leave Days Used	17.6
Average Years of Service	12.5

WORK FORCE CHARACTERISTICS

Females	52.8%
Males	47.2%
Eligible for Longevity	65.1%
Less than Six Years of Service	33.1%
Six to Ten Years of Service	16.7%
Over Ten Years of Service	50.2%
Exclusively Represented for Collective Bargaining	70.1%
Turnover	9.4%

FEDERALLY DEFINED RACE/ETHNIC GROUP DISTRIBUTION

American Indian	1.0%
Asian	1.6%
Black	17.7%
Hispanic	2.9%
White	76.7%
Not Disclosed	0.1%

¹ Average annual salary is calculated based on each employee's hourly rate of pay multiplied by 2,088 hours, regardless of 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 - Active Classified Employment Averages, Fifty-Year History and Five-Year History.....	1-1
Graph 1-2 - Active Classified Employment Figures, Fiscal Years 2011-12 through 2015-16.....	1-2
Table 1-1 - Active Classified Employees by Employee Status.....	1-3
Table 1-2 - Full-Time Equated Position Report by Department.....	1-7
Table 1-3 - Number and Percent of Active Classified Employees by Department.....	1-10
Graph 1-3 - Breakdown of Active Classified Employment Averages, Fiscal Years 2006-07 and 2015-16.....	1-11
Table 1-4 - Average Number of Active Classified Employees by Department, Fiscal Years 2006-07 Through 2015-16.....	1-12

SECTION TWO CHARACTERISTICS OF CLASSIFIED EMPLOYEES

Graph 2-1 - Trend of Total State Expenditures Compared to Total State Classified Payroll, Fiscal Years 2006-07 through 2015-16	2-1
Graph 2-2 - State Classified Payroll as a Percent of Total State Expenditures, Fiscal Years 2006-07 through 2015-16	2-2
Table 2-1 - Average Age, Average Pay Rate, and Longevity Analysis by Department.....	2-3
Table 2-2 - Employee Distribution by Salary - Statewide, Fiscal Years 2011-12 through 2015-16.....	2-4
Table 2-3 - Classified Employee Benefits as a Percentage of Base Payroll (Employer Contributions) Fiscal Years 2011-12 through 2015-16	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 2011-12 through 2015-16	2-10
Graph 2-3 - Annual Leave and Sick Leave Use by Department	2-11
Table 2-6 - Active Classified Employee Average Sick Leave and Annual Leave Use	2-12
Table 2-7 - Active Classified Employee Sick Leave Use Comparison (Average Days Per Employee) Fiscal Years 2011-12 through 2015-16	2-13
Table 2-8 - Sick Leave Use Analysis by Department.....	2-14
Table 2-9 - Annual Leave and Deferred Hours Use Analysis by Department.....	2-15
Table 2-10 - Age Distribution for Active Classified Employees by Department	2-16
Graph 2-4 - Employment Trend of Job Categories, Fiscal Years 2011-12 through 2015-16	2-17
Table 2-11 - Active Classified Employees by Work County.....	2-18
Graph 2-5 - Map of Michigan Distribution of Classified Employees by County.....	2-20

SECTION THREE EMPLOYEE CONTINUITY OVERVIEW

Graph 3-1 - Average Years of Service by Department	3-1
Table 3-1 - Active 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 in the State Classified Service, 1943 to 2016	3-26
Table 3-5 - Turnover by Department, Fiscal Years 2011-12 through 2015-16	3-28
Table 3-6 - Percentage of Employees Eligible to Retire Over the Next One, Three, and Five Year Periods	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 - Active 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 - Active Employees Paying Union Dues by Bargaining Unit	5-2
Graph 5-2 - Average Years of Service by Bargaining Unit.....	5-3
Table 5-2 - Active 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	5-19
Table 5-4 - Active Classified Employees Enrolled in State Sponsored Insurance Plans by Bargaining Unit.....	5-20
Graph 5-3 - Annual Leave and Sick Leave Use by Bargaining Unit	5-22
Table 5-5 - Sick Leave Use Analysis by Bargaining Unit	5-23
Table 5-6 - Annual Leave and Deferred Hours Use Analysis by Bargaining Unit	5-24
Table 5-7 - Average Sick Leave and Annual Leave Use Analysis by Bargaining Unit.....	5-25
Table 5-8 - Sick Leave Use Comparison by Bargaining Unit.....	5-26
Table 5-9 - Bargaining Unit Analysis by Department, Exclusively Represented	5-27
Table 5-10 - Bargaining Unit Analysis by Department, Non-Exclusively Represented	5-28

GLOSSARY

Glossary.....	G-1
---------------	-----