

FORTY-SECOND ANNUAL WORKFORCE REPORT

FISCAL YEAR 2020-21

October 1, 2020 through September 30, 2021

Michigan Civil Service Commission



Civil Service Commissioners:

Janet McClelland, Chair

Jase Bolger

Nick Ciaramitaro

Jeff Steffel

Janine M. Winters, State Personnel Director

This is the Forty-Second Annual Workforce Report covering fiscal year 2020-21 (10/1/2020 to 9/30/2021). This report provides statistical information 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 data source 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
517-897-2966
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 2020-21**

PROFILE OF CLASSIFIED EMPLOYEES

Average Age	44.9
Average Annual Salary ¹	\$66,135
Average Annual Fringe Benefit Cost ²	\$52,207
Average Sick Leave Days Used.....	9.6
Average Annual Leave Days Used	16.8
Average Years of Service	11.6

WORK FORCE CHARACTERISTICS

Females	54.3%
Males.....	45.7%
Eligible for Longevity	63.5%
Less than Six Years of Service	35.7%
Six to Ten Years of Service.....	19.4%
Over Ten Years of Service	44.9%
Exclusively Represented for Collective Bargaining.....	68.3%
Turnover	11.6%

FEDERALLY DEFINED RACE/ETHNIC GROUP DISTRIBUTION³

American Indian or Alaska Native	0.9%
Asian	1.7%
Black or African American	17.9%
Hispanic or Latino	3.0%
White	75.7%
Native Hawaiian or Other Pacific Islander.....	0.03%
Two or More Races.....	0.8%

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 2-2).

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

³ Throughout this report, aggregate totals of related percentages for some categories may not total 100% due to rounding.

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 History1-1

Graph 1-2 - Active Classified Employment Figures, Fiscal Years 2016-17 through 2020-211-2

Table 1-1 - Active Classified Employees by Employee Status1-3

Table 1-2 - Full-Time Equated Position Report by Department.....1-7

Table 1-3 - Number and Percent of Active Classified Employees by Department1-10

Graph 1-3 - Breakdown of Active Classified Employment Averages, Fiscal Years 2011-12 and 2020-211-11

Table 1-4 - Average Number of Active Classified Employees by Department, Fiscal Years 2011-12 through 2020-21 1-12

SECTION TWO CHARACTERISTICS OF CLASSIFIED EMPLOYEES

Graph 2-1 - Trend of Total State Expenditures Compared to Total State Classified Payroll, Fiscal Years 2011-12 through 2020-21..... 2-1

Graph 2-2 - State Classified Payroll as a Percent of Total State Expenditures, Fiscal Years 2011-12 through 2020-21 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 2016-17 through 2020-21..... 2-4

Table 2-3 - Classified Employee Benefits as a Percentage of Base Payroll (Employer Contributions) Fiscal Years 2016-17 through 2020-212-7

Table 2-4 - Active Classified Employees Enrolled in State Sponsored Insurance Plans by Department2-8

Table 2-5 - State Classified Employee Vacation, Holiday, and Sick Leave Pay as a Percentage of Base Payroll, Fiscal Years 2016-17 through 2020-21.....2-10

Graph 2-3 - Sick Leave and Annual 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 2016-17 through 2020-21 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 2016-17 through 2020-21 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 2021	3-26
Table 3-5 - Turnover by Department, Fiscal Years 2016-17 through 2020-21.....	3-28
Table 3-6 - Percentage of Employees Eligible to Retire Over the Next One-, Three-, and Five-Year Periods	3-31

SECTION FOUR EQUAL EMPLOYMENT OPPORTUNITY REPORT

Table 4-1 - State Employees by EEO Category Statewide	4-1
Table 4-2 - Classified Employees by Department and EEO Category	4-2
Table 4-3 - Active Classified Employee Distribution by Department	4-23
Table 4-4 - State Employees with a Self-Reported Disability by EEO Category Statewide	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	5-20
Table 5-4 - Active Classified Employees Enrolled in State Sponsored Insurance Plans by Bargaining Unit.....	5-21
Graph 5-3 - Sick Leave and Annual Leave Use by Bargaining Unit.....	5-23
Table 5-5 - Sick Leave Use Analysis by Bargaining Unit	5-24
Table 5-6 - Annual Leave and Deferred Hours Use Analysis by Bargaining Unit	5-25
Table 5-7 - Average Sick Leave and Annual Leave Use by Bargaining Unit	5-26
Table 5-8 - Sick Leave Use Comparison by Bargaining Unit	5-27
Table 5-9 - Bargaining Unit Analysis by Department, Exclusively Represented	5-28
Table 5-10 - Bargaining Unit Analysis by Department, Non-Exclusively Represented	5-29

GLOSSARY

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