



# State Personnel System Annual Workforce Report 2008 - 2009

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State of Florida

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DIVISION OF HUMAN RESOURCE MANAGEMENT



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## *Introduction*

The Department of Management Services, Division of Human Resource Management, is proud to present the 16th State Personnel System's (SPS) Annual Workforce Report (report).

This report complies with Section 110.201(5), Florida Statutes, requiring the Department of Management Services to develop a workforce report that contains data representative of the SPS human resources and identifies trends for planning and improving the management of these resources. Rule 60L-29.002(5), Florida Administrative Code, defines the State Personnel System as the employment system comprised of positions within the Career Service, Selected Exempt Service, or Senior Management Service, and within all agencies except those in the State University System, the Florida Lottery, the Legislature, the Justice Administration System or the State Courts System.

The Annual Workforce Report also contains other statutorily required reports concerning the State Personnel System. These include the:

- Equal Employment Opportunity/Affirmative Action Report, Section 110.112(2)(d), Florida Statutes;
- Savings Sharing Program Report, Section 110.1245(1)(d), Florida Statutes;
- Pay Additives Report, Section 110.2035(6)(c), Florida Statutes; and
- Classification Plans for Senior Management and Selected Exempt Services, Sections 110.406(1) and 110.606(1), Florida Statutes, respectively.

The Department of Management Services produces the Annual Workforce Report on a fiscal year basis. Unless otherwise noted, the data contained in this report was generated from the People First Data Warehouse.





# *General Workforce Trends*





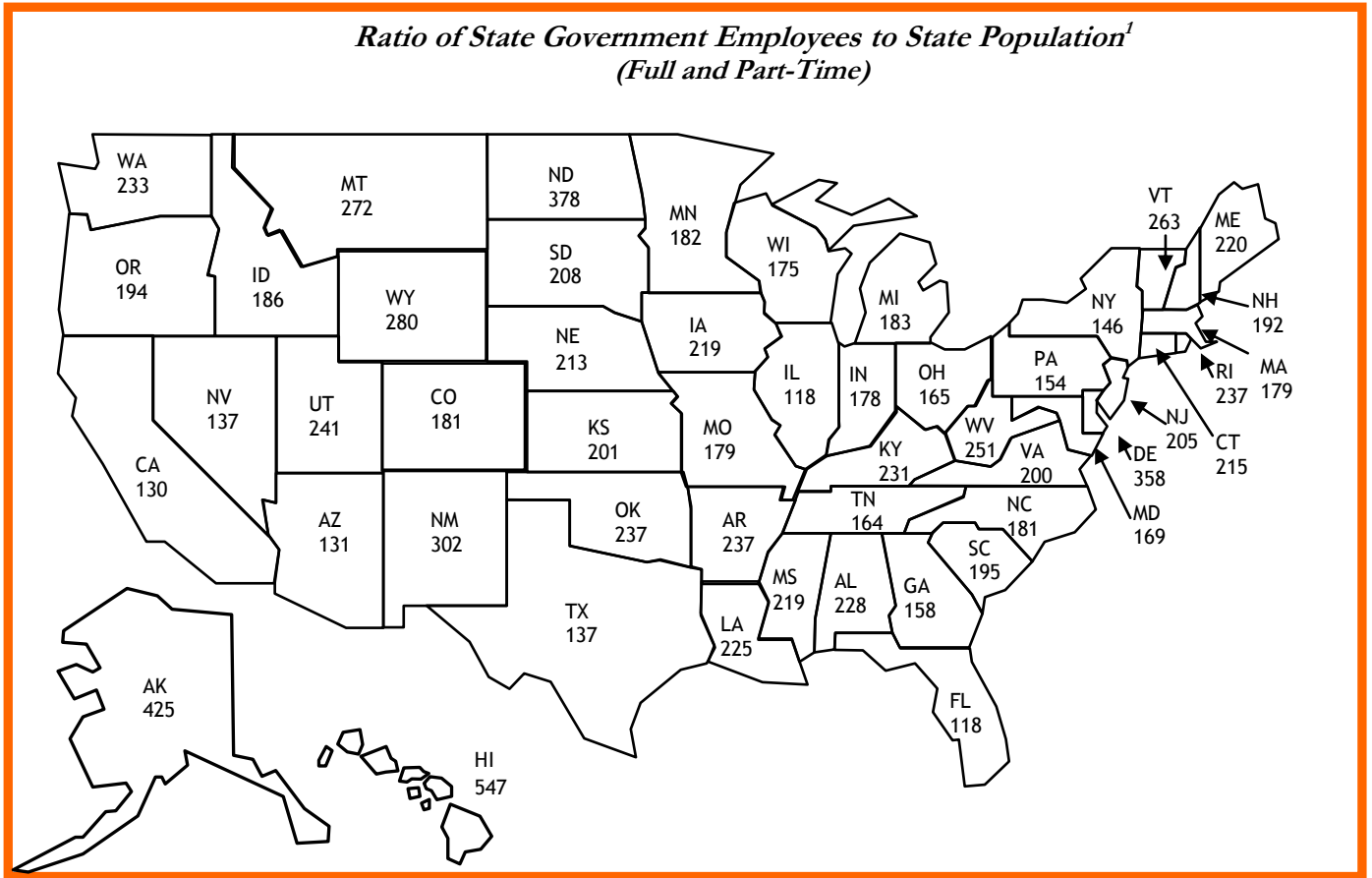
## *General Workforce Trends and Comparisons Overview*

The following observations regarding general workforce trends and comparisons can be made from an analysis of the information in this section:

- In 2008, state governments nationwide had an average of 216 state workers per 10,000 in population. Florida had a ratio of 118 workers per 10,000 in population.
- In 2008, the state government national average was \$69 in payroll expenditures per state resident. Florida's ratio was \$38 in payroll expenditures per state resident.
- In the coming two decades, the projected workforce will span four distinct generations: Baby Boomers, Generation X, Generation Y or Millennials, and the New Silent Generation causing employers to adjust to the changing demographics of the workforce and the projected reduction in the availability of workers:
  - Nationwide, the percentage of Americans in the 20-44 age group will decline between 2000 and 2030 by 5.3 percentage points; the 45-64 age group will increase by .5 percentage points; and the 65-84 age group will increase by 6.1 percentage points.
  - The State of Florida's age distribution from 2000 to 2030 shows an expected decline in the percentage of 25-44 year olds by 6.9 percentage points while the percentage of 45-64 year olds is expected to increase by .7 percentage points.
- According to the Bureau of Labor Statistics, the trend in the age distribution of the nation's workforce reflects the trend in the population as well as the trend in Florida for both public and private employment:
  - It is predicted that the 55 year old and older age group will show percentage point increases in the nation's workforce by 2030 as follows: 55-64 age group by 4.9 percentage points; 65-74 age group by 3.5 percentage points; and 75 and older age group by 1.3 percentage points.
  - All age groupings below 55 years of age will decrease by the year 2030 as follows: 16-24 age group by 2.5 percentage points; 25-34 age group by 1.5 percentage points; 35-44 age group by 4.4 percentage points; and the 45-54 age group by 1.5 percentage points.
- The Bureau of Labor Statistics also estimates that the median age of the labor force will be 41.9 in 2030 while the average age of a SPS employee as of June 30, 2009 was 44.11.

## State Government Employees to State Population (Full and Part-Time)

The United States Census Bureau requires each state to report the total number of state government employees, full-time and part-time, as of March of each year. This number is compared to each state's population estimate as of July of each year. The ratio of employees to 10,000 in population is a useful indicator to gauge the efficiency of a state's public workforce in comparison to other states.



**10 States with the Lowest Ratios**

- |                 |     |
|-----------------|-----|
| 1. Illinois     | 118 |
| 2. Florida      | 118 |
| 3. California   | 130 |
| 4. Arizona      | 131 |
| 5. Nevada       | 137 |
| 6. Texas        | 137 |
| 7. New York     | 146 |
| 8. Pennsylvania | 154 |
| 9. Georgia      | 158 |
| 10. Tennessee   | 164 |

**2008 National Average 216**

**10 States with the Fastest Growing Population Changes  
July 2007 – July 2008<sup>2</sup>**

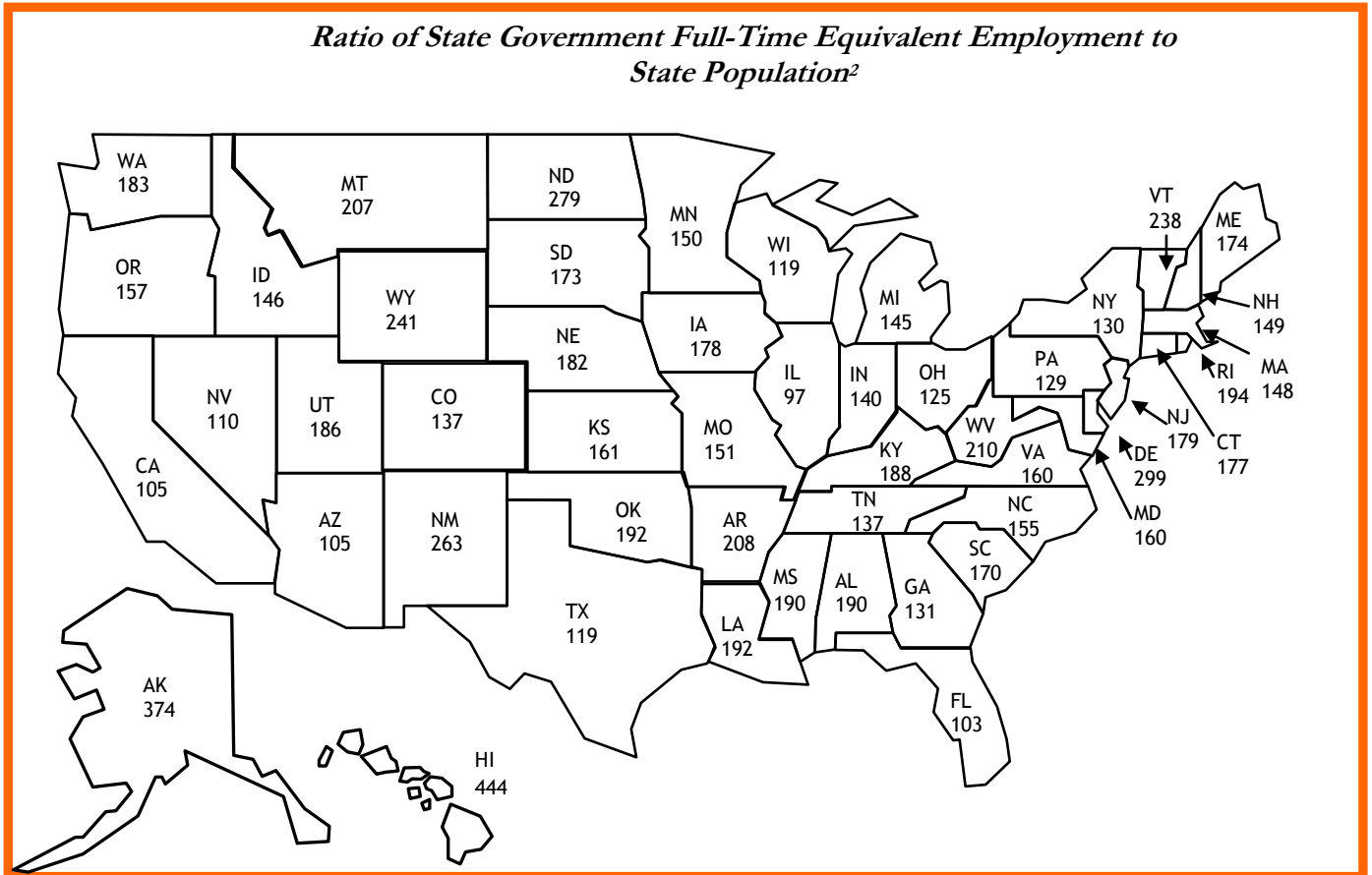
- |                    |      |
|--------------------|------|
| 1. Utah            | 2.5% |
| 2. Arizona         | 2.3% |
| 3. Texas           | 2.0% |
| 4. North Carolina  | 2.0% |
| 5. Colorado        | 2.0% |
| 6. Idaho           | 1.8% |
| 7. Wyoming         | 1.8% |
| 8. Nevada          | 1.8% |
| 9. Georgia         | 1.7% |
| 10. South Carolina | 1.7% |

<sup>1</sup> United States Census Bureau – [www.census.gov](http://www.census.gov). March 2007 U.S. Census Data that was revised in January 2009 for total state employees (full-time and part-time) and July 2008 U.S. Census Data for state population. March 2008 total state employees' data was not available.

<sup>2</sup> Florida Agency for Workforce Innovation, Labor Market Statistics Center, July 2009, U.S. Census Bureau Population Estimates Program.

## *State Government Full-Time Equivalent Employment to State Population*

The United States Census Bureau requires each state to report the total number of state government full-time equivalent<sup>1</sup> employment as of March of each year. This number is compared to each state's population estimate as of July of each year. The ratio of full-time equivalent employment to 10,000 in population is a useful indicator to gauge the efficiency of a state's public workforce in comparison to other states.



**10 States with the Lowest Ratios**

- |                   |            |
|-------------------|------------|
| 1. Illinois       | 97         |
| 2. <b>Florida</b> | <b>103</b> |
| 3. Arizona        | 105        |
| 4. California     | 105        |
| 5. Nevada         | 110        |
| 6. Wisconsin      | 119        |
| 7. Texas          | 119        |
| 8. Ohio           | 125        |
| 9. Pennsylvania   | 129        |
| 10. New York      | 130        |

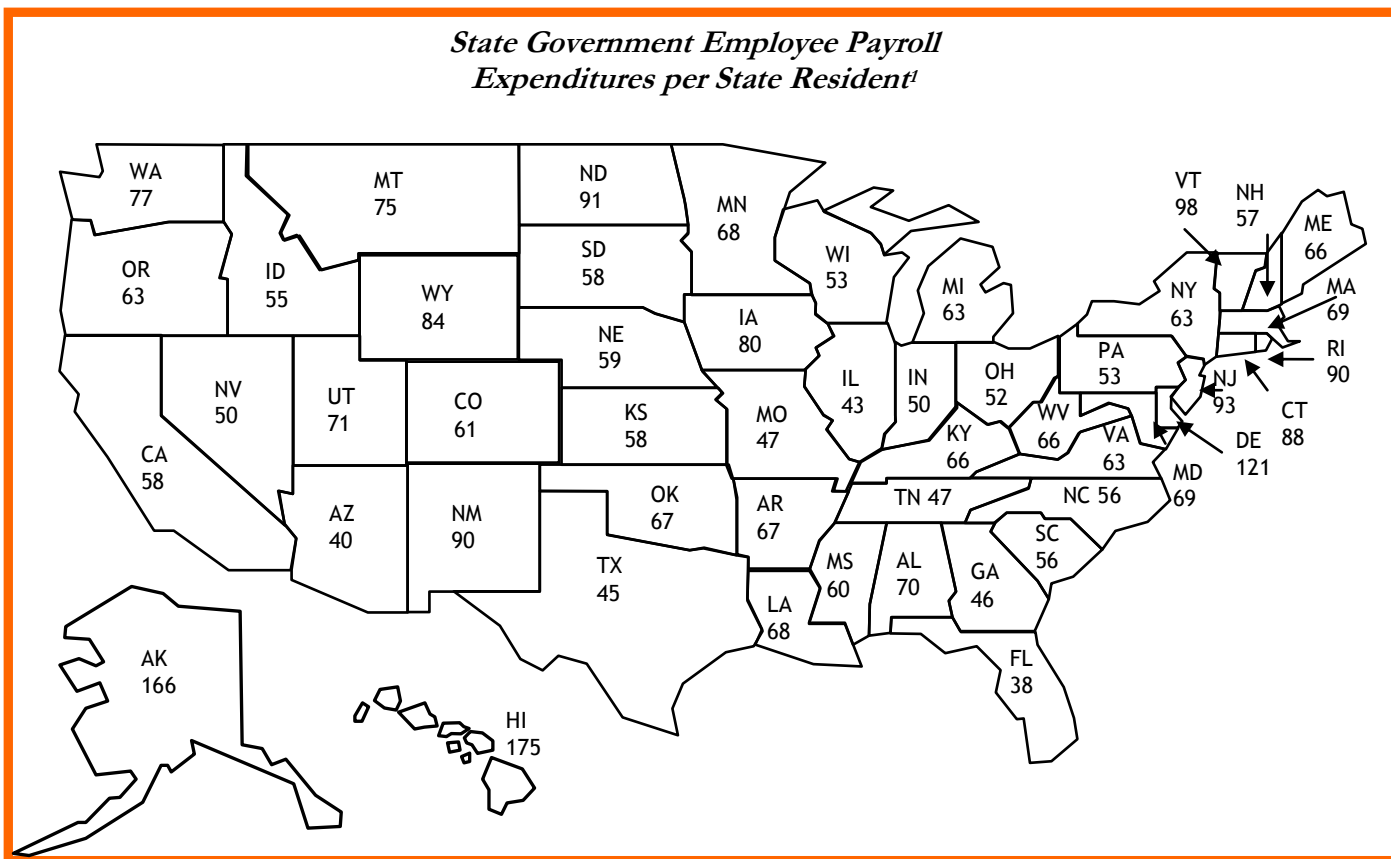
<sup>1</sup> As defined by the United States Census Bureau, a full time equivalent (FTE) is a computed statistic representing the number of full-time employees that could have been employed if the reported number of hours worked by part-time employees had been worked by full-time employees.

<sup>2</sup> United States Census Bureau – [www.census.gov](http://www.census.gov). March 2007 U.S. Census Data that was revised in January 2009 for full-time equivalent state employment and July 2008 U.S. Census Data for state population. March 2008 full-time equivalent state employment data was not available.

## State Government Employee Payroll Expenditures per State Resident

The United States Census Bureau requires each state to report the total state public payroll expenditures as of March of each year. This number is then compared to each state's population estimate as of July of each year. This ratio provides the labor costs for state public services per resident.

The figures indicate that Florida's state government workforce has the lowest payroll cost per state resident as compared to other states.



**10 Lowest Public Payroll Ratios**

1. Florida	\$38
2. Arizona	\$40
3. Illinois	\$43
4. Texas	\$45
5. Georgia	\$46
6. Tennessee	\$47
7. Missouri	\$47
8. Nevada	\$50
9. Indiana	\$50
10. Ohio	\$52
<b>2008 National Average</b>	<b>\$69</b>

<sup>1</sup> United States Census Bureau – [www.census.gov](http://www.census.gov). March 2007 U.S. Census Data that was revised in January 2009 for state employee payroll expenditures and July 2008 U.S. Census Data for state population. March 2008 state employee payroll expenditure data was not available.

## Workforce Demographics

Demographic shortages relate specifically to the generational effect taking place in the labor market. In the coming two decades, the viable workforce will span four distinct generations: Baby Boomers, those born between 1946 and 1964; Generation X, those born between 1964 and 1980; Generation Y or Millennials, those born between 1981 and 1995; and the New Silent Generation, those born after 1996.

### PROJECTED UNITED STATES POPULATION DISTRIBUTION BY AGE

Age Group	Percent of Population					
	2000	2010	2020	2030	2040	2050
0-4	6.8%	6.9%	6.8%	6.7%	6.7%	6.7%
5-19	21.7%	20.0%	19.6%	19.5%	19.2%	19.3%
20-44	36.9%	33.8%	32.3%	31.6%	31.0%	31.2%
45-64	22.1%	26.2%	24.9%	22.6%	22.6%	22.2%
65-84	10.9%	11.0%	14.1%	17.0%	16.5%	15.7%
85+	1.5%	2.0%	2.2%	2.6%	3.9%	5.0%

Source: United States Census Bureau – Projected Population of the United States, by Age and Sex: 2000 to 2050 - [www.census.gov/ipc/www/usinterimproj/](http://www.census.gov/ipc/www/usinterimproj/)

The State of Florida age distribution from 2000 projected through 2030 is shown below. The data illustrates that the percentage of the population age 65 and older is expected to rise from 17.6 percent to 27.1 percent. The projection for age group 25-44 also illustrates a substantive change over this time period.

### PROJECTED STATE OF FLORIDA AGE DISTRIBUTION 2000 AND 2030 (PUBLIC AND PRIVATE)

Age Group	Census 2000		Projected 2010		Projected 2020		Projected 2030		2000 - 2030 Change	
	Number	%	Number	%	Number	%	Number	%	Number	%
5-17	2,700,517	16.9%	2,890,955	15.0%	3,512,166	15.0%	4,139,052	14.4%	1,438,535	53.3%
18-24	1,330,602	8.3%	1,679,459	8.7%	1,717,358	7.3%	2,203,178	7.7%	872,576	65.6%
25-44	4,569,347	28.6%	4,635,955	24.1%	5,324,834	22.7%	6,232,372	21.7%	1,663,025	36.4%
45-64	3,628,492	22.7%	5,431,457	28.2%	6,369,865	27.2%	6,710,685	23.4%	3,082,193	84.9%
65+	2,807,597	17.6%	3,418,697	17.8%	5,106,857	21.8%	7,769,452	27.1%	4,961,855	176.7%

Source: United States Census Bureau – Interim State Population Projections, 2005 - [www.census.gov/population/www/projections/statepyramid.html](http://www.census.gov/population/www/projections/statepyramid.html)

The trend in the age distribution of the United States labor force is very similar to the trend in the United States population distribution by age.

### PROJECTED UNITED STATES LABOR FORCE AGE DISTRIBUTION 2000 TO 2030

Distribution Prediction of Labor Force by Age					
Age Group	2000	2005	2010	2020	2030
16-24	15.8%	14.9%	14.4%	12.5%	13.3%
25-34	23.0%	21.7%	21.9%	22.5%	21.5%
35-44	26.3%	24.1%	21.5%	20.9%	21.9%
45-54	21.8%	23.0%	23.2%	20.2%	20.3%
55-64	10.1%	12.7%	14.7%	17.1%	15.0%
65-74	2.5%	2.8%	3.4%	5.4%	6.0%
75+	.6%	.7%	.9%	1.3%	1.9%

Source: United States Bureau of Labor Statistics – Labor Force Projections - <http://www.bls.gov/opub/mlr/2006/11/art3full.pdf>

The U.S. Bureau of Labor Statistics estimates that the labor force participation rate of the U.S. population will be 61.7 percent in 2030. The estimates for 2009 through 2016 remained around 66 percent, followed by a steady decline through 2030. In addition, “aging” is across all gender, racial, and ethnic categories. The chart below illustrates the median age of the labor force in each category for a 30-year period.

**PROJECTED UNITED STATES MEDIAN AGES OF THE LABOR FORCE  
BY SEX, RACE, AND ETHNIC ORIGIN**

Group	2000	2005	2010	2020	2030
<b>Total</b>	39.3	40.8	41.5	42.0	41.9
<b>Men</b>	39.2	40.6	41.1	41.4	41.6
<b>Women</b>	39.4	41.0	41.9	42.7	42.4
<b>White</b>	39.7	41.2	42.0	42.6	42.3
<b>African American</b>	37.4	38.8	38.8	39.5	39.8
<b>Asian</b>	37.9	39.5	41.4	43.8	44.0
<b>Hispanic Origin</b>	34.0	35.2	36.8	38.6	38.7
<b>White non-Hispanic</b>	40.6	42.3	43.2	43.8	43.5

Source: United States Bureau of Labor Statistics - -- Labor Force Projections - <http://www.bls.gov/opub/mlr/2006/11/art3full.pdf> and <ftp://ftp.bls.gov/pub/special.requests/ep/labor.force/clra2050.txt>

As the Baby Boomer generation reaches retirement age, organizations will face two major concerns: retaining both institutional knowledge and sufficient, high quality employees. The chart below captures the anticipated need for new employees. It is predicted that between 2008 and 2016, Florida (both public and private sector) will need to add approximately 1.65 percent to its workforce each year or a total of 1,173,001 new workers to compensate for the retirement of the Baby Boomers’ generation.

**PROJECTED STATE OF FLORIDA WORKFORCE NEEDS  
(PUBLIC AND PRIVATE)**

Occupational Title	2008 Estimated Employment	2016 Projected Employment	Total 2008-2016 Employment Change	Annual Avg. Percent Change	Total Percent Change
<b>Total, All Occupations</b>	<b>8,899,028</b>	<b>10,072,029</b>	<b>1,173,001</b>	<b>1.65%</b>	<b>13.2%</b>

Source: Florida Agency for Workforce Innovation, Labor Market Statistics Center - October 2008; <http://www.labormarketinfo.com/library/EP.htm>



# *Workforce Design*





## *Workforce Design Overview*

Workforce design is defined as the structure, systems, and staffing of Florida's State Personnel System (SPS). This section of the Annual Workforce Report covers information such as employment trends, profiles of SPS employees, number of established positions, average number of Other Personal Services employees, and Career Service employee separations.

The following observations regarding the SPS' Workforce Design can be made from an analysis of the information in this section:

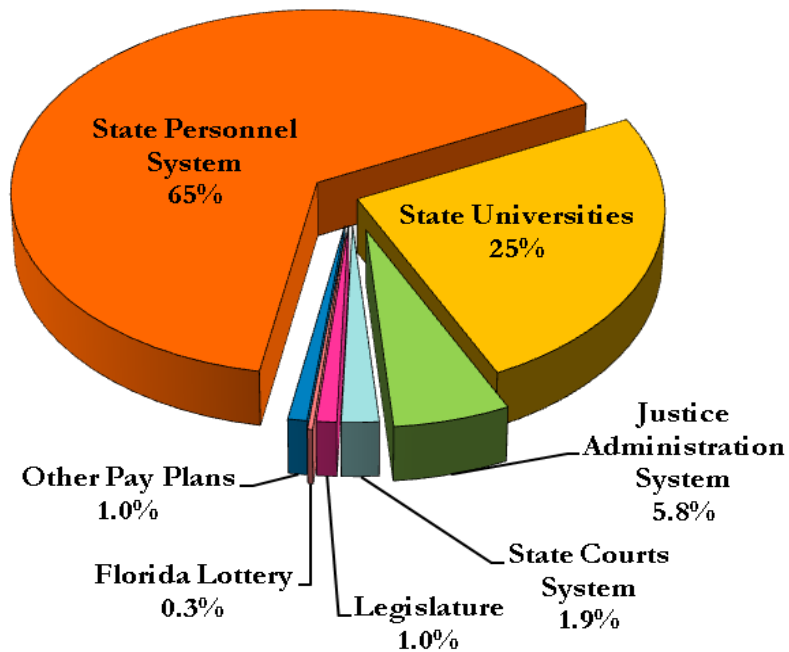
- As of June 30, 2009, 5.4 percent of the employees in the SPS had 30 or more years of service; 17.2 percent had between 20 and 29 years of service; 26.1 percent had between 10 and 19 years of service; 17.4 percent had between 5 and 9 years of service; and 33.9 percent of the employees had less than 5 years of service.
- The age group with the largest number of employees within the SPS was age 50-59 with 29,782 employees followed by age group 40-49 with 28,066 employees as of June 30, 2009.
- The three largest agencies for fiscal year 2008/2009, based on the total number of employees, were the Departments of Corrections (27,030), Health (16,029), and Children and Families (12,602).
- For fiscal year 2008/2009, there were six labor organizations representing 13 collective bargaining units.
- As of June 30, 2009, the 92,778 established positions covered by a collective bargaining unit represented 84.7 percent of the 109,476 total number of established positions.
- In comparing 2008 to 2009, the number of established positions represented by collective bargaining unit increased by .7 percent, from 92,129 to 92,778.
- There was a 19.3 percent decrease in the number of Career Service separations from fiscal year 2007/2008 to 2008/2009.
- For fiscal year 2008/2009, employee initiated separations accounted for 77.2 percent of all Career Service separations.
- The average number of Other Personal Services employees increased by 4.3 percent since fiscal year 2007/2008.

## State of Florida's Personnel Systems

State of Florida employees fall into a variety of different and autonomous personnel systems, each with its own rules and regulations, collective bargaining agreements and wage and benefit packages. There are six primary state government employers. These include the State Personnel System (SPS), the State Universities, the Justice Administration System, the State Courts System, the Legislature and the Florida Lottery. The SPS is comprised of state employees in the Career Service, Selected Exempt Service and Senior Management Service pay plans and is the largest personnel system in state government. In addition, State Universities are comprised of 11 separate personnel systems representing one personnel system for each public university.

There were 168,654 total established positions in all state systems at the end of fiscal year 2008/2009. The SPS accounted for 109,476 or 65 percent of those positions. A breakdown of the different personnel systems/pay plans and the number of established positions in each is presented on page 15.

### ESTABLISHED POSITIONS BY PERSONNEL SYSTEM



***Established Positions by Personnel System and Pay Plan  
As of June 30, 2009***

Personnel System	Pay Plan	Established Positions <sup>1</sup>				
		As of December 31		As of June 30		
		2005	2006	2007	2008	2009
State Personnel System	Career Service	88,663	88,552	91,491	91,566	89,187
	Selected Exempt Service	19,469	19,742	20,280	20,277	19,679
	Senior Management Service	574	572	602	616	610
	<b>Total</b>	<b>108,706</b>	<b>108,866</b>	<b>112,373</b>	<b>112,459</b>	<b>109,476</b>
State Universities <sup>2</sup>		<b>40,693</b>	<b>41,827</b>	<b>41,827</b>	<b>43,288</b>	<b>42,469</b>
Justice Administration System	State Attorneys	3,625	3,846	4,005	3,953	3,695
	Public Defenders	1,264	1,300	1,369	1,296	1,176
	State Attorneys with Paid Insurance	1,994	2,104	2,165	2,287	2,137
	Public Defenders with Paid Insurance	1,486	1,604	1,664	1,800	1,659
	Capital Collateral Regional Counsel	62	73	74	74	68
	Justice Administrative Commission	545	714	719	1,150	1,090
	<b>Total</b>	<b>8,976</b>	<b>9,641</b>	<b>9,996</b>	<b>10,560</b>	<b>9,825</b>
State Courts System	Courts	2,174	2,269	2,324	2,363	2,071
	Courts with Paid Insurance	977	1,013	1,069	1,071	1,072
	<b>Total</b>	<b>3,151</b>	<b>3,282</b>	<b>3,393</b>	<b>3,434</b>	<b>3,143</b>
Legislature <sup>3</sup>	Legislative Pay Plan	<b>1,700</b>	<b>1,725</b>	<b>1,747</b>	<b>1,742</b>	<b>1,699</b>
Florida Lottery	Non-Managerial	398	399	405	407	405
	Managerial	32	35	36	34	31
	<b>Total</b>	<b>430</b>	<b>434</b>	<b>441</b>	<b>441</b>	<b>436</b>
Other Pay Plans	Other Exempt-Fixed Annual Salary <sup>4</sup>	1,014	987	1,042	1,043	1,108
	Exempt (Governor's Office)	212	191	195	203	203
	School for the Deaf and the Blind <sup>5</sup>	268	271	272	269	248
	Florida National Guard	48	44	47	47	47
	<b>Total</b>	<b>1,542</b>	<b>1,493</b>	<b>1,556</b>	<b>1,562</b>	<b>1,606</b>
<b>Total Number of Established Positions</b>		<b>165,198</b>	<b>167,268</b>	<b>171,333</b>	<b>173,486</b>	<b>168,654</b>

<sup>1</sup> An established position is a position authorized by the legislature and which has been classified in accordance with a classification plan and pay plan as provided by law. An established position does not include Other Personal Services employment nor indicate the position is filled.

<sup>2</sup> Numbers depict employee count for Mid-Fall 2008 as reported by the Institutional Research Department at the Florida Board of Governors.

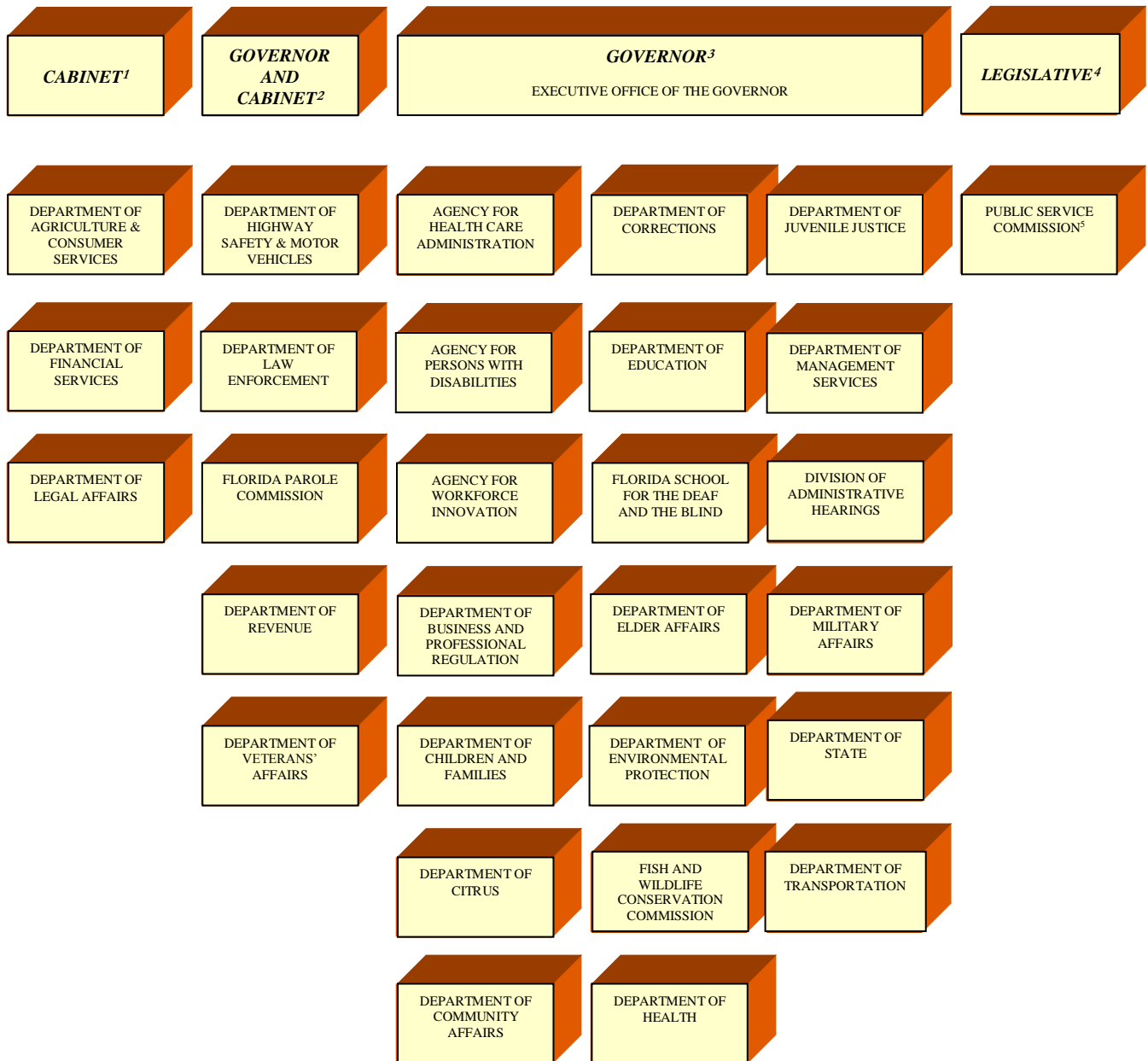
<sup>3</sup> Data does not include interns and legislators. Data reported by the Florida Legislature Office of Human Resources.

<sup>4</sup> Includes pay plans: Fixed Salary – Elected or Appointed (pay plan 05), Fixed Salary – Senior Management Service (SMS) Leave Benefits (pay plan 16), and Fixed Salary – SMS Benefits (pay plan 15).

<sup>5</sup> Represents employees in pay plan 04. In addition, the Florida School for the Deaf and the Blind has employees that are considered part of the State Personnel System.

## State Personnel System Entities

There are 30 departments and other autonomous entities within the executive branch of Florida government covered under the provisions of Chapter 110, State Employment, of the Florida Statutes. Each entity operates within the same state and federal laws but with managerial decentralization. The following chart depicts the entities governed by the State Personnel System.



<sup>1</sup> Cabinet: Entities are headed by an independently elected official.

<sup>2</sup> Governor and Cabinet: Entities are headed by the governor and cabinet.

<sup>3</sup> Governor: Entities are headed by an appointee of the governor.

<sup>4</sup> Legislative: Entities report to the legislature.

<sup>5</sup> Although the legislature is not a part of the State Personnel System, some employees of the Public Service Commission are considered part of the SPS per Section 110.205(2)(b), Florida Statutes.

Source: Chapters 20 and 110, Florida Statutes.

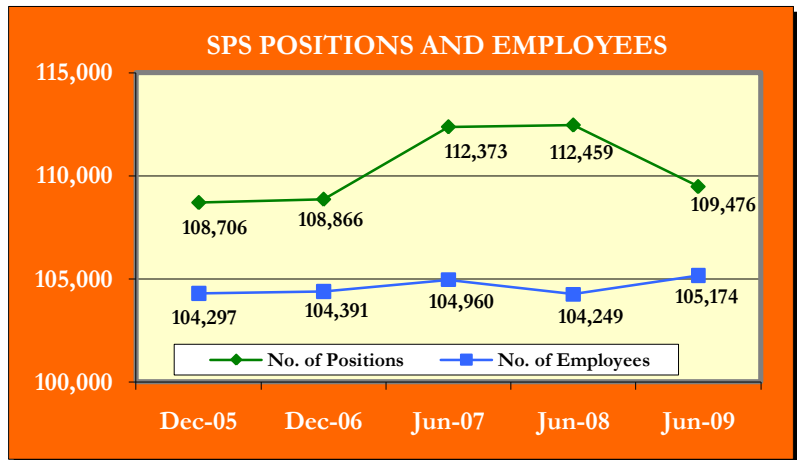
## State Personnel System Positions and Employees As of June 30, 2009

The state of Florida's population is growing and its workforce is changing. Trends such as technological changes and changes in the overall size of the workforce may influence how work is performed.

The following information summarizes the general employment data regarding the makeup of the SPS:

- The total number of established positions in the SPS increased slightly over the past five years, from 2005 to 2009, by 770 positions or .7 percent. Correspondingly, the number of employees increased by .8 percent. In contrast, the number of established positions decreased by 2.7 percent from 2008 to 2009. However, the number of employees increased .9 percent for the same time period.

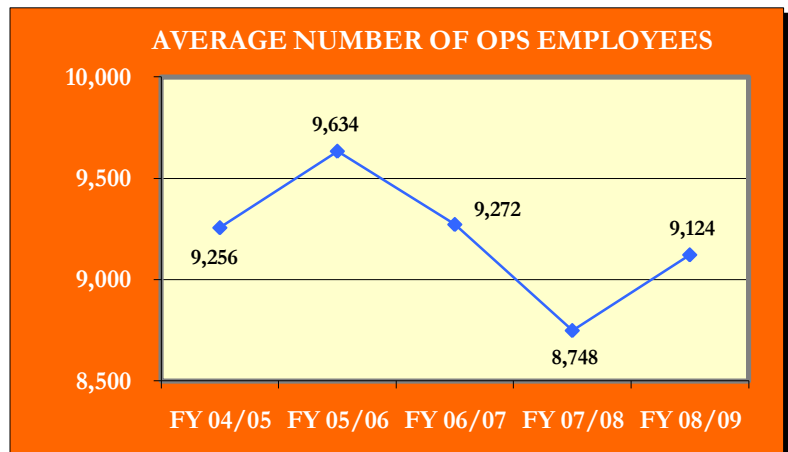
- The majority of positions (89,187) and employees (85,460) in the State Personnel System are in the Career Service pay plan. Since 2005, the number of positions in the Career Service increased by 524 or .6 percent. In comparing 2008 to 2009, the number of positions decreased by 2.6 percent.



- Managers, supervisors, confidential<sup>1</sup> employees and certain professional positions, such as doctors and lawyers, are in the Selected Exempt Service pay plan. A total of 19,679 positions and 19,115 employees were in this pay plan at the end of fiscal year 2009. Since 2005, the number of positions in the Selected Exempt Service increased by 210 or 1.1 percent. However, the number of positions decreased by 2.9 percent since 2008.

- Policy-making positions in upper management are in the Senior Management Service pay plan, which accounted for 610 positions and 599 employees at the end of fiscal year 2009. Since 2005, the number of positions in the Senior Management Service increased by 36 or 6.3 percent. In contrast, this number decreased by 1 percent since 2008.

- Other Personal Services (OPS) employment is temporary. Individuals employed as OPS are paid on an hourly basis and receive Social Security and Medicare contributions. During fiscal year 2008/2009, there was a monthly average of 9,124 individuals employed as Other Personal Services in agencies governed by the SPS. This number was 1.4 percent less than the average for fiscal year 2004/2005 and 4.3 percent greater than fiscal year 2007/2008.



<sup>1</sup> As defined in Section 447.203(5), Florida Statutes.  
Source: Previous years' Annual Workforce Reports.

## Workforce Profile

### As of June 30, 2009

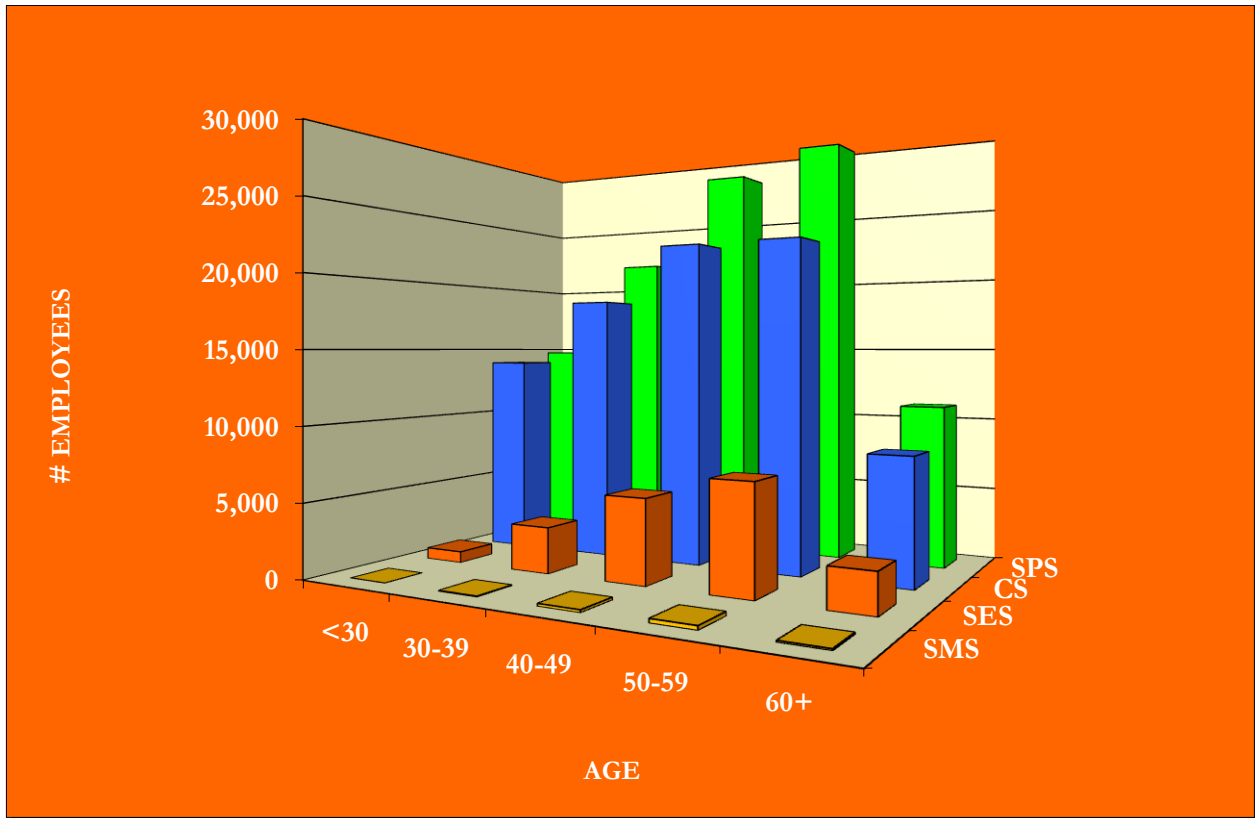
	State Personnel System	Career Service	Selected Exempt Service	Senior Management Service
<b>Positions</b>	109,476	89,187	19,679	610
<b>Employees</b>	105,174	85,460	19,115	599
<b>% Female</b>	56.5%	56.8%	56.1%	39.1%
<b>% Minorities<sup>1</sup></b>	38.5%	40.6%	29.7%	11.9%
<b>Average Age</b>	44.11	43.89	48.70	51.55
<b>Average Salary</b>	\$38,517	\$34,653	\$54,019	\$109,011
<b>Average Length of Service</b>	11.54	10.58	15.8	17
<b>GENDER</b>				
<b>Male</b>	45,700	36,940	8,395	365
<b>Female</b>	59,474	48,520	10,720	234
<b>AVERAGE SALARY BY GENDER</b>				
<b>Male</b>	\$41,768	\$36,372	\$60,149	\$107,759
<b>Female</b>	\$36,553	\$33,336	\$49,089	\$109,858
<b>RACE/ETHNICITY</b>				
<b>White</b>	64,702	50,728	13,446	528
<b>Black or African American</b>	28,786	24,927	3,819	40
<b>Hispanic or Latino</b>	8,660	7,407	1,233	20
<b>Other<sup>2</sup></b>	2,611	2,035	569	7
<b>Unknown</b>	415	363	48	4
<b>AVERAGE SALARY BY RACE/ETHNICITY</b>				
<b>White</b>	\$44,352	\$39,744	\$59,134	\$113,653
<b>Black or African American</b>	\$36,531	\$34,564	\$47,628	\$121,689
<b>Hispanic or Latino</b>	\$39,086	\$35,071	\$56,346	\$112,680
<b>Other<sup>2</sup></b>	\$52,909	\$41,928	\$77,184	\$124,355
<b>Unknown</b>	\$38,598	\$34,341	\$65,220	\$105,500
<b>LENGTH OF SERVICE</b>				
<b>0 - 4.99 years</b>	35,624	32,414	3,096	114
<b>5.00 - 9.99 years</b>	18,272	15,143	3,048	81
<b>10.00 - 19.99 years</b>	27,451	21,441	5,870	140
<b>20.00 - 29.99 years</b>	18,138	12,994	4,974	170
<b>30+ years</b>	5,689	3,468	2,127	94

<sup>1</sup> Minorities include employees having identified themselves as Black or African American, Hispanic or Latino, Asian, American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander, or Balance (two or more races).

<sup>2</sup> "Other" includes Asian, American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander, or Balance (two or more races).

## *Employees by Age and Pay Plan*

*As of June 30, 2009*



Pay Plan	Age					Total Employees
	<30	30-39	40-49	50-59	60+	
<b>Career Service (CS)</b>	13,955	18,446	22,315	22,397	8,347	85,460
<b>Selected Exempt Service (SES)</b>	752	3,084	5,580	7,125	2,574	19,115
<b>Senior Management Service (SMS)</b>	6	58	171	260	104	599
<b>State Personnel System (SPS)</b>	14,713	21,588	28,066	29,782	11,025	105,174
<b>Percent of Total</b>	<b>14.0%</b>	<b>20.5%</b>	<b>26.7%</b>	<b>28.3%</b>	<b>10.5%</b>	

### **FLORIDA POPULATION TRENDS**

The following statistics were taken from the Florida Legislature, Office of Economic and Demographic Research, Florida Demographic Overview Presentation.<sup>1</sup>

- Between 2006 and 2030, Florida's population is forecast to grow by more than 8 million. Florida's older population (age 60 and older) will account for 55.3 percent of the population growth.
- In 2000, Florida's prime working age population (ages 25-54) accounted for 41.5 percent of the total population. With the aging baby boom generation, this percentage is projected to fall to 34.1 percent by 2030.
- Population aged 65 and over is forecast to represent 26.1 percent in 2030, compared to 17.6 percent in 2000 and 16.9 percent in 2006.

<sup>1</sup> Florida Legislature, Office of Economic and Demographic Research, Florida Demographic Overview Presentation, June 14, 2007; located at: <http://edr.state.fl.us/recentpresentations.htm>.

## *Established Position Count by Agency As of June 30, 2009*

An established position is a position authorized by the legislature and in a classification plan and pay plan as provided by law. The table below represents a snapshot of the number of established positions within each agency as of June 30, 2009, and may not represent the total number of positions authorized by the legislature. This table also shows the five-year trend in the number of established positions by agency.

Agency	Established Positions						
	As of December 31		As of June 30			2005-2009 % Change	2008-2009 % Change
	2005	2006	2007	2008	2009		
Agency for Health Care Administration	1,694	1,666	1,718	1,715	1,669	-1.5%	-2.7%
Agency for Persons with Disabilities	3,614	3,533	3,709	3,689	3,405	-5.8%	-7.7%
Agency for Workforce Innovation	1,549	1,535	1,564	1,466	1,361	-12.1%	-7.2%
Agriculture and Consumer Services	3,693	3,646	3,813	3,805	3,585	-2.9%	-5.8%
Business and Professional Regulation	1,443	1,525	1,561	1,599	1,571	8.9%	-1.8%
Children and Families	14,115	12,861	13,355	13,463	12,941	-8.3%	-3.9%
Citrus	89	88	90	76	76	-14.6%	0.0%
Community Affairs	344	345	364	364	342	-0.6%	-6.0%
Corrections	26,519	27,347	28,032	28,272	27,806	4.9%	-1.6%
Division of Administrative Hearings	201	199	204	202	200	-0.5%	-1.0%
Education	2,582	2,587	2,645	2,633	2,516	-2.6%	-4.4%
Elder Affairs	380	402	418	416	416	9.5%	0.0%
Environmental Protection	3,518	3,563	3,618	3,627	3,534	0.5%	-2.6%
Financial Services	2,708	2,758	2,805	2,848	2,820	4.1%	-1.0%
Fish and Wildlife Conservation Commission	1,852	1,845	1,883	1,891	1,932	4.3%	2.2%
Health	15,699	16,217	16,865	16,810	16,744	6.7%	-0.4%
Highway Safety and Motor Vehicles	4,820	4,822	4,966	4,890	4,613	-4.3%	-5.7%
Juvenile Justice	4,683	4,751	5,008	5,016	4,695	0.3%	-6.4%
Law Enforcement	1,878	1,914	1,988	1,984	1,830	-2.6%	-7.8%
Legal Affairs	1,268	1,253	1,293	1,344	1,272	0.3%	-5.4%
Management Services	1,033	1,002	1,053	1,029	989	-4.3%	-3.9%
Military Affairs <sup>1</sup>	262	268	271	277	286	9.2%	3.2%
Office of the Governor <sup>1</sup>	84	77	98	106	125	48.8%	17.9%
Parole Commission	142	142	145	145	125	-12.0%	-13.8%
Public Service Commission	337	328	335	326	325	-3.6%	-0.3%
Revenue	5,309	5,275	5,399	5,328	5,147	-3.1%	-3.4%
School for the Deaf and the Blind <sup>1</sup>	487	488	497	459	437	-10.3%	-4.8%
State	495	485	492	487	455	-8.1%	-6.6%
Transportation	7,284	7,336	7,537	7,523	7,359	1.0%	-2.2%
Veterans' Affairs	624	608	647	669	900	44.2%	34.5%
<b>Total</b>	<b>108,706</b>	<b>108,866</b>	<b>112,373</b>	<b>112,459</b>	<b>109,476</b>	<b>0.7%</b>	<b>-2.7%</b>

<sup>1</sup> These entities have positions in other pay plans that are not represented in this report. As these numbers only reflect part of the overall positions of these entities, caution should be used when drawing any conclusions regarding position changes as they would have to be based upon a separate analysis.



## *Employee Count by Agency As of June 30, 2009*

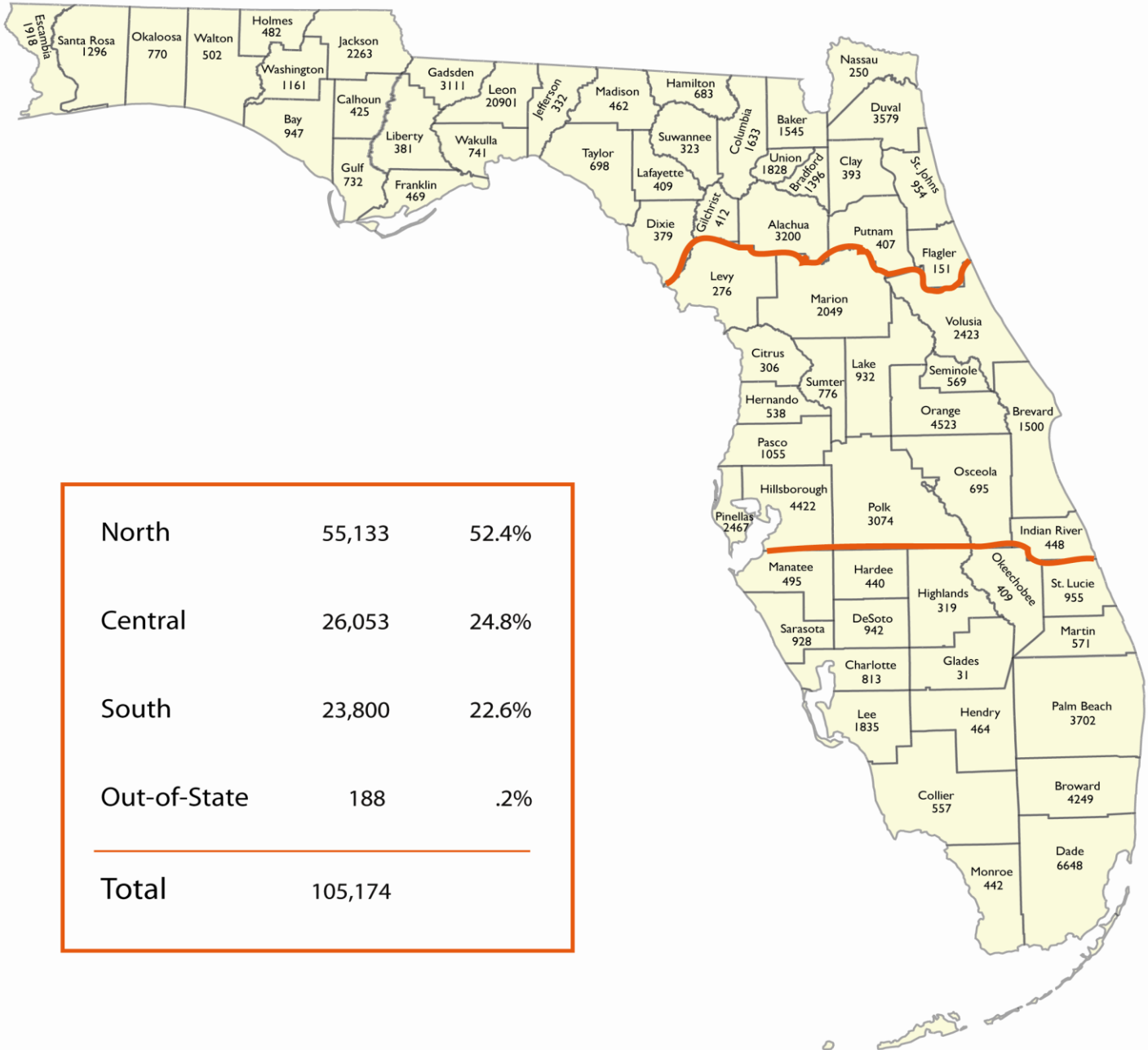
Employee count is determined by counting the number of distinct Social Security numbers in each employing agency. The table below represents a snapshot of the number of employees within each agency as of June 30, 2009. This table also shows the five-year trend in the number of employees by agency.

Agency	Employee Count						
	As of December 31		As of June 30			2005-2009 % Change	2008-2009 % Change
	2005	2006	2007	2008	2009		
Agency for Health Care Administration	1,568	1,579	1,603	1,605	1,604	2.3%	-0.1%
Agency for Persons with Disabilities	3,514	3,323	3,312	3,259	2,995	-14.8%	-8.1%
Agency for Workforce Innovation	1,322	1,282	1,281	1,251	1,278	-3.3%	2.2%
Agriculture and Consumer Services	3,424	3,415	3,527	3,456	3,400	-0.7%	-1.6%
Business and Professional Regulation	1,420	1,446	1,476	1,524	1,528	7.6%	0.3%
Children and Families	13,564	12,406	12,530	12,574	12,602	-7.1%	0.2%
Citrus	63	57	56	56	62	-1.6%	10.7%
Community Affairs	316	327	333	319	319	0.9%	0.0%
Corrections	26,061	26,553	26,765	26,467	27,030	3.7%	2.1%
Division of Administrative Hearings	198	192	199	198	199	0.5%	0.5%
Education	2,436	2,471	2,497	2,453	2,385	-2.1%	-2.8%
Elder Affairs	351	389	391	388	402	14.5%	3.6%
Environmental Protection	3,463	3,479	3,490	3,499	3,495	0.9%	-0.1%
Financial Services	2,592	2,558	2,577	2,549	2,589	-0.1%	1.6%
Fish and Wildlife Conservation Commission	1,793	1,786	1,785	1,775	1,889	5.4%	6.4%
Health	14,735	15,275	15,376	15,357	16,029	8.8%	4.4%
Highway Safety and Motor Vehicles	4,605	4,646	4,649	4,478	4,307	-6.5%	-3.8%
Juvenile Justice	4,520	4,697	4,698	4,692	4,500	-0.4%	-4.1%
Law Enforcement	1,807	1,876	1,863	1,863	1,737	-3.9%	-6.8%
Legal Affairs	1,136	1,141	1,154	1,167	1,120	-1.4%	-4.0%
Management Services	974	960	989	972	935	-4.0%	-3.8%
Military Affairs <sup>1</sup>	237	262	265	269	286	20.7%	6.3%
Office of the Governor <sup>1</sup>	81	82	91	97	112	38.3%	15.5%
Parole Commission	143	143	141	133	114	-20.3%	-14.3%
Public Service Commission	314	304	292	316	319	1.6%	0.9%
Revenue	5,190	5,148	5,064	4,872	4,970	-4.2%	2.0%
School for the Deaf and the Blind <sup>1</sup>	482	481	464	455	433	-10.2%	-4.8%
State	453	470	470	452	430	-5.1%	-4.9%
Transportation	7,019	7,057	7,045	7,162	7,241	3.2%	1.1%
Veterans' Affairs	596	586	577	591	864	45.0%	46.2%
<b>Total</b>	<b>104,377<sup>2</sup></b>	<b>104,391</b>	<b>104,960</b>	<b>104,249</b>	<b>105,174</b>	<b>0.8%</b>	<b>0.9%</b>

<sup>1</sup> These entities have employees in other pay plans that are not represented in this report. As these numbers only reflect part of the overall employees of these entities, caution should be used when drawing any conclusions regarding employee changes as they would have to be based upon a separate analysis.

<sup>2</sup> Total includes dual employments.

## Employees by County As of June 30, 2009



***Established Positions Represented by  
Collective Bargaining Unit  
As of June 30, 2009***

Labor Organization	Collective Bargaining Unit	2005	2006	2007	2008	2009	2005-2009 % Change	2008-2009 % Change
<b>American Federation of State, County and Municipal Employees</b>	Administrative & Clerical Unit	20,254	20,129	19,053	18,756	18,104	-10.6%	-3.5%
	Operational Services Unit	4,744	4,759	4,365	4,358	4,214	-11.2%	-3.3%
	Human Services Unit	9,917	10,290	9,312	9,139	9,519	-4.0%	4.2%
	Professional Unit	29,109	28,956	26,876	26,797	27,056	-7.1%	1.0%
<b>Florida Nurses Association</b>	Professional Health Care Unit	5,425	5,691	5,103	4,878	4,944	-8.9%	1.4%
<b>International Union of Police Associations</b>	Law Enforcement Unit <sup>1</sup>	3,263	-	-	-	-	-	-
<b>Police Benevolent Association</b>	Law Enforcement Unit <sup>1</sup>	-	3,284	3,234	1,632	1,605	-	-1.7%
	Security Services Unit	24,481	25,971	20,995	21,178	22,072	-9.8%	4.2%
	Special Agents Unit	330	345	343	336	292	-11.5%	-13.1%
	Highway Patrol Unit <sup>2</sup>	-	-	-	1,582	1,477	-	-6.6%
<b>Florida State Fire Service Association</b>	Fire Service Unit	714	736	615	612	613	-14.1%	0.2%
<b>Federation of Physicians and Dentists</b>	SES Physicians Unit	482	572	454	416	441	-8.5%	6.0%
	SES Non-Professional Supervisory Unit	2,028	2,134	1,927	1,902	1,872	-7.7%	-1.6%
<b>State Employees Attorneys Guild</b>	SES Attorneys Unit <sup>3</sup>	-	569	523	543	569	-	4.8%
<b>Total</b>		<b>100,747</b>	<b>103,436</b>	<b>92,800</b>	<b>92,129</b>	<b>92,778</b>	<b>-7.9%</b>	<b>0.7%</b>

***National Union Membership***

The following statistics were taken from the U. S. Department of Labor, Bureau of Labor Statistics, Economic News Release<sup>4</sup>, issued January 28, 2009. The statistics below represent data for both public and private sector employment during 2008:

- The national union membership rate for public sector workers, 36.8 percent, was substantially higher than the rate for private industry workers 7.6 percent.
- Within the public sector, local government workers had the highest union membership rate, 42.2 percent. This group includes several heavily unionized occupations, such as teachers, police officers and firefighters.
- About 1.7 million wage and salary workers were represented by a union on their main job in 2008, while not being union members themselves. About half of these workers were employed in government.

<sup>1</sup> The Law Enforcement Unit was represented by the International Union of Police Associations until July 31, 2006. On July 31, 2006, the Public Employees Relations Commission certified the results of a representation election for the unit and the Police Benevolent Association became the exclusive bargaining representative for the sworn law enforcement officers bargaining unit.

<sup>2</sup> The Highway Patrol Unit was established on July 30, 2007.

<sup>3</sup> The SES Attorneys Unit was established on May 14, 2004; however, the initial collective bargaining agreement was implemented effective July 1, 2006, and was in effect through June 30, 2009.

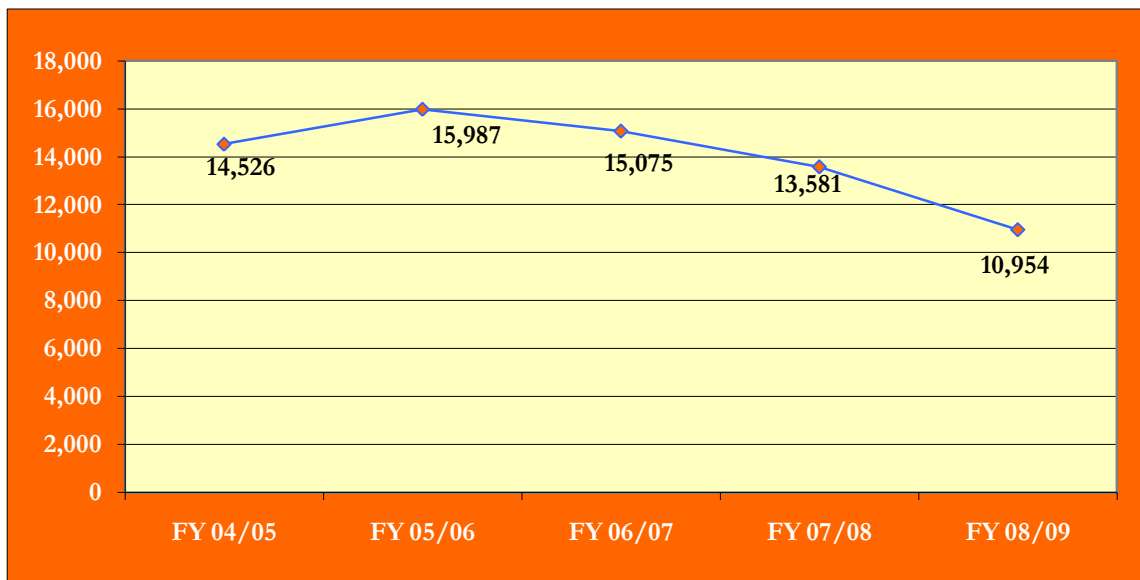
<sup>4</sup> Bureau of Labor Statistics, Economic News Release, January 28, 2009, "Union Members in 2008", [www.bls.gov/news.release/union2.nr0.htm](http://www.bls.gov/news.release/union2.nr0.htm).

## Separations – Career Service As of June 30, 2009

The following chart depicts trends in the number of Career Service employee separations during each fiscal year by separation reason.

Separations	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	2005 – 2009 % Change	2008 – 2009 % Change
<b>EMPLOYER INITIATED SEPARATIONS</b>							
Abandonment	36	45	35	24	15	-58.3%	-37.5%
Dismissal	1,193	1,353	1,406	1,470	1,437	20.5%	-2.2%
End of appointment period	347	224	203	173	152	-56.2%	-12.1%
Failed to complete probationary period	600	766	813	693	696	16.0%	0.4%
Layoff	607	503	69	124	201	-66.9%	62.1%
<b>Total</b>	<b>2,783</b>	<b>2,891</b>	<b>2,526</b>	<b>2,484</b>	<b>2,501</b>	<b>-10.1%</b>	<b>0.7%</b>
<b>EMPLOYEE INITIATED SEPARATIONS</b>							
Career advancement outside state government	2,303	2,020	1,646	1,422	1,012	-56.1%	-28.8%
Death of employee <sup>1</sup>	155	146	142	140	123	-20.6%	-12.1%
Retirement	1,823	2,111	2,111	2,012	1,747	-4.2%	-13.2%
Termination initiated by employee (Reasons Unknown)	7,462	8,819	8,650	7,523	5,571	-25.3%	-25.9%
<b>Total</b>	<b>11,743</b>	<b>13,096</b>	<b>12,549</b>	<b>11,097</b>	<b>8,453</b>	<b>-28.0%</b>	<b>-23.8%</b>
<b>Total Number of Separations</b>	<b>14,526</b>	<b>15,987</b>	<b>15,075</b>	<b>13,581</b>	<b>10,954</b>	<b>-24.6%</b>	<b>-19.3%</b>
Number of Career Service Employees	84,472	84,806	85,197	84,523	85,460	1.2%	1.1%
<b>Percentage of Separations to Number of Career Service Employees</b>	<b>17.2%</b>	<b>18.9%</b>	<b>17.7%</b>	<b>16.1%</b>	<b>12.8%</b>		

**FIVE - YEAR TREND: SEPARATIONS – CAREER SERVICE**



<sup>1</sup> Separation type “Death of Employee” includes deaths in the line of duty.

## *Other Personal Services Employment*

### *As of June 30, 2009*

Section 110.131, Florida Statutes, provides agencies the authority to employ individuals in OPS temporary employment. OPS employees do not fill established positions and are not eligible for state benefits; however, they are covered for Social Security, Medicare, workers' compensation, unemployment compensation and may participate in deferred compensation. The figures in the chart below represent a 12-month average of the number of OPS employees for each agency during the fiscal year.

#### **AVERAGE NUMBER OF OPS EMPLOYEES BY AGENCY<sup>1</sup>**

Agency	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	2005-2009 % Change	2008-2009 % Change
Agency for Health Care Administration	84	102	125	132	134	59.5%	1.5%
Agency for Persons with Disabilities <sup>2</sup>	-	897	863	853	881	-	3.3%
Agency for Workforce Innovation	272	238	172	183	355	30.5%	94.0%
Agriculture and Consumer Services	1,257	1,249	750	564	487	-61.3%	-13.7%
Business and Professional Regulation	353	328	319	288	270	-23.5%	-6.3%
Children and Families <sup>2</sup>	1,611	887	715	658	773	-52.0%	17.5%
Citrus	14	10	12	10	10	-28.6%	0.0%
Community Affairs	122	173	155	136	181	48.4%	33.1%
Corrections	386	527	557	675	850	120.2%	25.9%
Division of Administrative Hearings	14	12	11	6	3	-78.6%	-50.0%
Education	255	188	187	178	166	-34.9%	-6.7%
Elder Affairs	108	119	119	119	113	4.6%	-5.0%
Environmental Protection	1,042	1,120	1,164	1,122	1,137	9.1%	1.3%
Financial Services	144	149	156	142	138	-4.2%	-2.8%
Fish and Wildlife Conservation Commission	609	584	628	654	637	4.6%	-2.6%
Health	1,601	1,637	1,767	1,632	1,637	2.2%	0.3%
Highway Safety and Motor Vehicles	161	152	322	307 <sup>3</sup>	281 <sup>3</sup>	74.5%	-8.5%
Juvenile Justice	142	151	161	155	147	3.5%	-5.2%
Law Enforcement	107	114	115	124	108	0.9%	-12.9%
Legal Affairs	55	66	62	65	77	40.0%	18.5%
Management Services	38	17	22	36	33	-13.2%	-8.3%
Military Affairs	70	70	56	12	9	-87.1%	-25.0%
Office of the Governor	46	45	44	47	39	-15.2%	-17.0%
Parole Commission	18	20	18	13	13	-27.8%	0.0%
Public Service Commission	9	9	8	8	10	11.1%	25.0%
Revenue	160	187	190	153	115	-28.1%	-24.8%
School for the Deaf and the Blind	254	220	234	149	152	-40.2%	2.0%
State	114	122	110	112	125	9.6%	11.6%
Transportation	160	179	163	151	126	-21.3%	-16.6%
Veterans' Affairs	50	62	67	64	117	134.0%	82.8%
<b>Avg. Number of OPS Employees</b>	<b>9,256</b>	<b>9,634</b>	<b>9,272</b>	<b>8,748</b>	<b>9,124</b>	<b>-1.4%</b>	<b>4.3%</b>

<sup>1</sup> Data provided by the Department of Financial Services (DFS).

<sup>2</sup> The Agency for Persons with Disabilities was created effective July 1, 2005. It was formerly part of the Department of Children and Families.

<sup>3</sup> This data was provided by the People First Data Warehouse instead of the DFS due to Department of Highway Safety and Motor Vehicles' Hireback Program.





# *Workforce Compensation*





## *Workforce Compensation Overview*

Total compensation is defined as the total salary and benefit package provided to recruit and retain a high performance workforce for the State Personnel System (SPS). The elements of the current total compensation package include basic salary, health and life insurance, retirement, Social Security, Medicare and leave benefits. In addition, employees in the Selected Exempt Service and Senior Management Service receive disability insurance.

The following observations regarding the SPS' Workforce Compensation can be made from an analysis of information in this section:

- The SPS average salary of \$38,517 as of June 30, 2009, represents a .8 percent decrease from the average salary of \$38,839 as of June 30, 2008.
- For 2008, the State Personnel System average salary of \$38,839 was 4.5 percent less than the Florida's Annual Average Wage – Total All Industries<sup>1</sup> of \$40,569.
- Since December 2005, the average salary for employees in the SPS increased by 4.6 percent from \$36,821 to \$38,517.
- As of June 30, 2009, 93 percent of Career Service employees and 52.4 percent of Selected Exempt Service employees earned a salary of less than \$50,000 per year. For the same time period, 35.2 percent of Senior Management Service employees earned a salary of less than \$100,000.
- As of June 30, 2009, the average value of benefits for Career Service employees represented 38.9 percent of the total compensation package while the percentage for the Selected Exempt Service and Senior Management Service was 36.8 percent and 33.3 percent, respectively.
- 49,716 employees, or 47.3 percent, used a Health Maintenance Organization; and 42,225 employees or 40.1 percent, used a Preferred Provider Organization for health insurance benefits as of June 30, 2009.
- As of June 30, 2009, 73.5 percent of all employees were members of the Regular Retirement Class.
- The number of pay additives (i.e. temporary special duty, competitive area differential, etc.) provided to employees as of June 30, 2009, was 19,839, a .4 percent increase from the 19,754 pay additives provided to employees as of June 30, 2008.

### ***FIVE - YEAR TREND: AVERAGE SALARIES BY PAY PLAN***

Pay Plan	As of December 31		As of June 30			2005-2009 % Change
	2005	2006	2007	2008	2009	
<b>Career Service</b>	\$33,557	\$34,659	\$34,660	\$34,508	\$34,653	3.3%
<b>Selected Exempt Service</b>	\$50,904	\$53,091	\$53,116	\$53,486	\$54,019	6.1%
<b>Senior Management Service</b>	\$105,553	\$109,823	\$109,004	\$109,407	\$109,011	3.3%
<b>State Personnel System</b>	\$36,821	\$38,322	\$38,313	\$38,839	\$38,517	4.6%
<b>Florida Annual Average Wage -- Total All Industries<sup>1</sup></b>	\$36,804	\$38,498	\$39,762	\$40,569	-	10.2% <sup>2</sup>

<sup>1</sup> Florida Agency for Workforce Innovation, Labor Market Statistics, Quarterly Census of Employment and Wages Program.

<sup>2</sup> Percentage change reflects 2005-2008 instead of 2005-2009. The Agency for Workforce Innovation had not published the 2009 figures at the time this report was published.

## *Classification and Pay Plans*

### *As of June 30, 2009*

The Career Service, Selected Exempt Service and Senior Management Service operate under a broadband classification and compensation system. Under the broadband classification system, positions are organized by broad job categories called job families. Positions are further divided into occupational groups and occupations.

Sections 110.406(1) and 110.606(1), Florida Statutes, require the Department of Management Services to compile data regarding the administration of the Senior Management and Selected Exempt Services. The information below and other information throughout this report are provided to comply with these requirements.

The State Personnel System utilized: 23 job families, 38 occupational groups, 237 occupations, and 146 broadband levels.

- Career Service: 194 occupations and 17 pay bands.
- Selected Exempt Service: 168 occupations and 22 pay bands.
- Senior Management Service: 25 occupations and 4 pay bands.

#### **NUMBER OF ESTABLISHED POSITIONS BY PAY BAND**

Pay Band	Annual Minimum Salary	Annual Maximum Salary	Number of Positions
001	\$16,751.28	\$43,532.58	4,664
002	\$18,259.02	\$47,450.26	5,293
003	\$19,902.48	\$51,721.54	10,581
004	\$21,692.58	\$56,374.24	5,807
005	\$23,645.18	\$61,448.66	13,101
006	\$25,774.06	\$66,980.16	6,887
007	\$28,093.00	\$73,007.22	24,146
008	\$30,622.02	\$83,558.28	13,991
009	\$33,377.24	\$91,076.44	7,309
010	\$36,381.54	\$99,274.50	6,175
011	\$39,655.98	\$103,055.68	879
012	\$43,225.52	\$117,949.78	1,175
013	\$47,115.38	\$128,563.50	227
014	\$51,355.46	\$133,460.08	1,054
015	\$55,978.52	\$145,474.68	-
016	\$61,015.50	\$158,564.90	126
017	\$66,507.74	\$172,837.60	-
018	\$72,493.46	\$188,393.14	625
019	\$21,156.72	\$87,969.18	658
020	\$26,445.90	\$109,963.62	4,621
021	\$33,057.44	\$144,326.00	1,325
022	\$41,320.76	\$180,404.12	173
023	\$47,316.36	\$206,580.40	463
024	\$56,779.84	\$236,091.96	173
025	\$68,135.86	\$283,310.56	23
<b>Total Established Positions</b>			<b>109,476</b>

## *Annual Legislative Pay Adjustments*

### *FISCAL YEAR 2008/2009*

#### Career Service, Selected Exempt Service and Senior Management Service:

- **Effective October 1, 2008:** All eligible law enforcement employees of the Florida Highway Patrol (FHP) received a competitive pay adjustment of 5 percent on each employee's September 30, 2008, base rate of pay. This pay adjustment was limited to the FHP employees employed by the Department of Highway Safety and Motor Vehicles in the following class codes: 8515 Law Enforcement Officer, 8519 Law Enforcement Sergeant, 8532 Law Enforcement Airplane Pilot I, 8534 Law Enforcement Airplane Pilot II, 8540 Law Enforcement Investigator I, 8541 Law Enforcement Investigator II, 8522 Law Enforcement Lieutenant, 8525 Law Enforcement Captain, 8626 Law Enforcement Major – FHP, 7650 Law Enforcement Troop Commander – FHP, 7955 Chief of Investigations - FHP, 7980 Chief of Emergency Operations/Domestic Security – FHP, 8945 Law Enforcement Inspection Administrator – FHP, 7932 Deputy Director of South and East Command, and 9762 Director of Florida Highway Patrol – HSMV.

No other Career Service, Selected Exempt Service or Senior Management Service employees received a competitive pay adjustment for Fiscal Year 2008/2009.

### *FISCAL YEAR 2007/2008*

#### Career Service, Selected Exempt Service and Senior Management Service:

- **Effective November 1, 2007:** All eligible employees in the Career Service, Selected Exempt Service and Senior Management Service received a non-recurring lump-sum bonus payment of \$1,000 (gross). To be eligible, the employee must have been meeting their performance standards on November 1, 2007, and must have been continuously employed from July 1, 2007, through November 1, 2007.

### *FISCAL YEAR 2006/2007*

#### Career Service, Selected Exempt Service and Senior Management Service:

- **Effective 10/1/2006:** All eligible unit and non-unit Career Service, Selected Exempt Service and Senior Management Service employees received a competitive pay adjustment of 3 percent based on the employee's September 30, 2006, base rate of pay. It included employees represented by the Florida Police Benevolent Association, International Union of Police Associations, Florida Nurses Association, American Federation of State, County and Municipal Employees, and Florida State Fire Service Association.
- **Retention Adjustment:** Security Services unit and non-unit employees, employees in Class Code 8029, Correctional Officer Inspector Supervisor, Class Code 8047, Correctional Probation Supervisor-Institution-SES, and Class Code 8048, Correctional Probation Senior Supervisor-Institution-SES, with five years of continuous service with the employing agency and within the security services bargaining unit as of September 30, 2006, received a 2 percent increase; and employees with at least 10 years of continuous service as of September 30, 2006, received a 3 percent increase on September 30, 2006. This adjustment was in addition to the 3 percent competitive pay adjustment. The retention adjustment and competitive pay adjustment were both based on the September 30, 2006, base rate of pay.

## *Annual Legislative Pay Adjustments*

- **Competitive Pay Adjustment:** Florida State Fire Service Association unit employees and Department of Agriculture and Consumer Services employees in Class Code 7622, Forest Area Supervisor; Class Code 7634, Forestry Operations Administrator; Class Code 7636, Forestry Program Administrator, Class Code 7635, Forestry District Manager-DACS; Class Code 7637, Forestry Center Manager-DACS; Class Code 7638, Assistant Chief-Forestry-DACS; and Class Code 7639, Deputy Chief of Forestry, received a 5 percent competitive pay adjustment. This adjustment was in addition to the 3 percent competitive pay adjustment. Both competitive pay adjustments were based on the September 30, 2006, base rate of pay.

### *FISCAL YEAR 2005/2006*

#### **Career Service, Selected Exempt Service and Senior Management Service:**

- **Effective 8/1/2005:** All eligible unit and non-unit Career Service, Selected Exempt Service and Senior Management Service employees, including employees represented by Police Benevolent Association, International Union of Police Associations, Florida Nurses Association, American Federation of State, County and Municipal Employees, Federation of Physicians and Dentists, and Florida State Fire Service Association, received a competitive pay adjustment of 3.6 percent on the July 31, 2005, base rate of pay.
- **Effective 8/1/2005:** the Professional Health Care – Unit and non-unit employees received a 3.5 percent retention adjustment. Certain classes were also eligible for a critical class adjustment based on seniority if their annual base rate of pay after receiving the retention adjustment did not equal a predetermined amount as set in the 2005-2006 Professional Health Care Unit Contract, Article 25 Wages. Security Services - Unit and non-unit security services employees and selected classes in the Selected Exempt Service with a minimum of five years of service in a security service class received an additional 2 percent increase on their July 31, 2005, base rate of pay. In addition to the competitive pay adjustment, law enforcement unit and non-unit employees in the Department of Highway Safety and Motor Vehicles serving in the Florida Highway Patrol received a salary compression adjustment ranging from \$600 to \$1,200 based on years of service. In addition to the competitive pay adjustment, pay enhancements were awarded to Department of Revenue employees cited in the Business Case for Technology-Based Pay Package.

### *FISCAL YEAR 2004/2005*

#### **Career Service, Selected Exempt Service and Senior Management Service:**

- **Effective 12/1/2004:** A \$1,000 non-recurring one-time, lump-sum bonus payment was received by eligible Career Service, Selected Exempt Service and Senior Management Service employees, including unit and non-unit employees in the Professional Health Care Unit, employees represented by the American Federation of State, County and Municipal; Employees, employees in the Selected Exempt Service Non-Professional Supervisory Unit, employees in the Selected Exempt Service Physicians Unit, and all other eligible employees in classes not specifically excluded from receiving the non-recurring one-time, lump-sum bonus payment in the General Appropriations Act.
- **Effective 1/1/2005:** A 5 percent competitive pay adjustment to all eligible unit and non-unit Career Service employees in the Security Services Unit, employees in the Special Agent Unit, employees in the Law Enforcement Unit, employees in the Firefighters Unit and employees filling specific positions identified in the General Appropriations Act.

**Salary Distribution by Gender and Ethnicity by Pay Plan**  
*As of June 30, 2009*

Salary Range	Percent						Total	
	White		Minority <sup>1</sup>		Unknown			
	Male	Female	Male	Female	Male	Female	Total Employees	Percent of Total
<b>CAREER SERVICE</b>								
\$16,751 <sup>2</sup> - \$19,999	9.0%	30.6%	14.7%	44.5%	0.5%	0.7%	2,116	2.5%
\$20,000 - \$29,999	16.6%	31.9%	12.5%	38.4%	0.1%	0.5%	27,975	32.7%
\$30,000 - \$39,999	36.7%	26.3%	14.6%	22.1%	0.1%	0.2%	37,830	44.3%
\$40,000 - \$49,999	36.6%	32.9%	12.2%	17.8%	0.1%	0.3%	11,586	13.6%
\$50,000 - \$59,999	39.5%	34.3%	11.9%	13.7%	0.1%	0.4%	3,434	4.0%
\$60,000 - \$69,999	44.9%	32.7%	10.2%	11.8%	0.1%	0.3%	1,284	1.5%
\$70,000 - \$79,999	43.9%	32.5%	10.6%	12.3%	-	0.7%	538	0.6%
\$80,000 - \$89,999	46.2%	32.1%	9.8%	10.3%	0.9%	0.9%	234	0.3%
\$90,000 - \$99,999	52.9%	17.1%	15.7%	12.9%	1.4%	-	70	0.1%
\$100,000 - Plus	35.4%	26.0%	12.7%	24.7%	1.0%	0.3%	393	0.5%
<b>Total</b>	<b>29.8%</b>	<b>29.6%</b>	<b>13.4%</b>	<b>26.9%</b>	<b>0.1%</b>	<b>0.3%</b>	<b>85,460</b>	<b>100%</b>
<b>SELECTED EXEMPT SERVICE</b>								
\$16,751 <sup>2</sup> - \$19,999	10.5%	26.3%	26.3%	36.8%	-	-	19	0.1%
\$20,000 - \$29,999	11.2%	37.7%	12.1%	38.7%	-	0.3%	1,624	8.5%
\$30,000 - \$39,999	21.1%	39.8%	11.8%	27.1%	-	0.2%	4,122	21.6%
\$40,000 - \$49,999	29.5%	41.2%	9.8%	19.4%	-	0.2%	4,242	22.2%
\$50,000 - \$59,999	38.5%	38.9%	8.3%	14.1%	0.1%	0.1%	3,438	18.0%
\$60,000 - \$69,999	45.3%	36.6%	9.4%	8.5%	-	0.1%	2,182	11.4%
\$70,000 - \$79,999	49.0%	34.8%	9.4%	6.5%	0.1%	0.1%	1,456	7.6%
\$80,000 - \$89,999	50.2%	30.2%	11.6%	7.8%	0.1%	0.1%	873	4.6%
\$90,000 - \$99,999	57.7%	21.9%	12.5%	7.8%	-	0.2%	489	2.6%
\$100,000 - Plus	39.9%	16.7%	25.7%	16.3%	1.0%	0.4%	670	3.5%
<b>Total</b>	<b>33.0%</b>	<b>37.3%</b>	<b>10.8%</b>	<b>18.6%</b>	<b>0.1%</b>	<b>0.2%</b>	<b>19,115</b>	<b>100%</b>
<b>SENIOR MANAGEMENT SERVICE</b>								
\$16,751 <sup>2</sup> - \$19,999	-	-	-	-	-	-	-	-
\$20,000 - \$29,999	-	-	-	-	-	-	-	-
\$30,000 - \$39,999	-	-	-	-	-	-	-	-
\$40,000 - \$49,999	-	-	-	-	-	-	-	-
\$50,000 - \$59,999	100.0%	-	-	-	-	-	3	0.5%
\$60,000 - \$69,999	-	33.3%	66.7%	-	-	-	3	0.5%
\$70,000 - \$79,999	63.0%	22.2%	3.7%	11.1%	-	-	27	4.5%
\$80,000 - \$89,999	55.2%	40.3%	1.5%	1.5%	1.5%	-	67	11.2%
\$90,000 - \$99,999	51.4%	42.3%	3.6%	2.7%	-	-	111	18.5%
\$100,000 - Plus	53.6%	32.2%	8.2%	5.2%	0.5%	0.3%	388	64.8%
<b>Total</b>	<b>53.8%</b>	<b>34.4%</b>	<b>6.7%</b>	<b>4.5%</b>	<b>0.5%</b>	<b>0.2%</b>	<b>599</b>	<b>100%</b>

<sup>1</sup> "Minority" includes Blacks/African Americans, Hispanics/Latinos, Asians, Native Americans/Alaskan Natives, Native Hawaiians/Other Pacific Islanders, and Balance (two or more races).

<sup>2</sup> Amount represents the annual minimum salary in the State Personnel System's Broadbanding Classification and Compensation System.

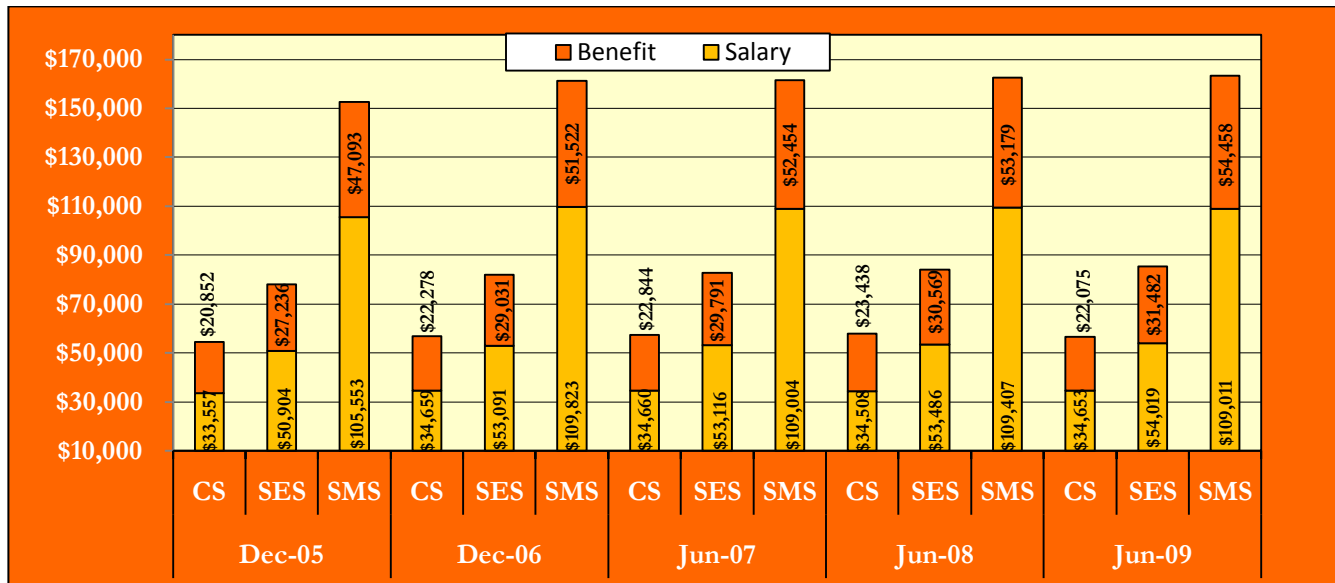
Note: For the purposes of this chart, salaries for employees working less than full time were adjusted to reflect full-time equivalent salaries.

## Total Compensation - Salaries and Benefits

### As of June 30, 2009

Benefits<sup>1</sup>, for purposes of this report, are defined as the quantifiable amount spent on annual and sick leave, paid holidays, retirement and retiree health insurance subsidy, group health and term life insurance as well as Social Security and Medicare matching. In addition, disability insurance is provided for employees in the Selected Exempt and Senior Management Services.

#### FIVE - YEAR TREND: TOTAL COMPENSATION BY PAY PLAN



As of June 30, 2009, the average total compensation for each pay plan was as follows:

- **Career Service: \$56,728.** Includes \$34,653 (61.1 percent) in salary plus \$22,075 (38.9 percent) in benefits. The Career Service benefits package had a value equivalent to 63.7 percent of the average salary.
- **Selected Exempt Service: \$85,501.** Includes \$54,019 (63.2 percent) in salary plus \$31,482 (36.8 percent) in benefits. The Selected Exempt Service benefits package had a value equivalent to 58.3 percent of the average salary.
- **Senior Management Service: \$163,469.** Includes \$109,011 (66.7 percent) in salary plus \$54,458 (33.3 percent) in benefits. The Senior Management Service benefits package had a value equivalent to 50 percent of the average salary.

#### AVERAGE BENEFITS VALUE OF TOTAL COMPENSATION BY PAY PLAN

Benefits	Career Service		Selected Exempt Service		Senior Management Service	
Leave and Holidays	\$5,665	10.0%	\$9,349	10.9%	\$18,867	11.5%
Retirement <sup>2</sup>	\$6,064	10.7%	\$9,453	11.1%	\$22,642	13.9%
Insurance	\$10,346	18.2%	\$12,680	14.8%	\$12,949	7.9%
<b>Average Benefits Value</b>	<b>\$22,075</b>	<b>38.9%</b>	<b>\$31,482</b>	<b>36.8%</b>	<b>\$54,458</b>	<b>33.3%</b>
<b>Average Salary</b>	<b>\$34,653</b>	<b>61.1%</b>	<b>\$54,019</b>	<b>63.2%</b>	<b>\$109,011</b>	<b>66.7%</b>
<b>Total Compensation</b>	<b>\$56,728</b>	<b>100%</b>	<b>\$85,501</b>	<b>100%</b>	<b>\$163,469</b>	<b>100%</b>

<sup>1</sup> Other employer funded benefits were not included above because the state's cost is either not pre-funded on a per capita basis or is not an on-going expense for every position, e.g., workers' compensation, paid disability leave, tuition waivers, and adoption benefits, etc.

<sup>2</sup> The retirement component is comprised of the Florida Retirement System (FRS) contribution for regular class membership (9.85 percent) and Senior Management Service class of (13.12 percent) and the employer Social Security and Medicare contributions. Employees in the Special Risk retirement membership class receive higher FRS contributions at a rate of 20.92 percent (Regular) or 12.55 percent (Administrative Support).

Note: The average salaries of the employees depicted in the Workforce Profile on page 18 were used to calculate the benefits. For the purpose of the health insurance cost calculation, family group insurance premiums were used.

## Comparison of Benefits by Pay Plan As of June 30, 2009

The chart below compares the different benefits afforded to full-time employees in the State Personnel System. Benefits afforded to part-time employees are prorated accordingly.

	Career Service	Selected Exempt Service	Senior Management Service
<b>Annual Leave</b>	Ranges from 8.667 to 13 hours accrued per month depending on length of service. Upon termination from the SPS, with a minimum of one year of service, eligible for payment of up to 240 hours (this is a lifetime payment cap).	Receives 176 hours upon appointment date and on each anniversary date. Upon termination from the SPS, may be paid up to 480 hours (most recent accrual is prorated at time of separation).	Same as Selected Exempt Service.
<b>Sick Leave</b>	8.667 hours accrued per month (104 hours annually, regardless of length of service.). Upon termination from the SPS, with minimum 10 years of service, terminal payment of sick leave for ¼ of balance (not to exceed 480 hours).	Receives 104 hours upon appointment date and on each anniversary date. Upon termination from the SPS, with minimum 10 years of service, terminal payment of sick leave for ¼ of balance (not to exceed 480 hours).	Same as Selected Exempt Service.
<b>Retirement (Choice of Plans)</b>	<p><b>FRS Pension Plan:</b> (Defined Benefit)</p> <p><u>Regular Class:</u> Six-year vesting. Normal retirement at age 62 or 30 years at any age. Retirement benefit based on percentage value<sup>1</sup> of 1.60 percent to 1.68 percent, based on age/length of service.</p> <p><u>Special Risk:</u> Six-year vesting. Normal retirement at age 55 or 25 years at any age. Retirement benefit based on percentage value<sup>1</sup> of 3 percent for service on and after 10/01/74.</p> <p><b>FRS Investment Plan:</b> (Defined Contribution) One-year vesting. State contributes 9 percent of salary into Regular Class employees' account(s) and 20 percent of salary into Special Risk employees' account(s).</p>	<p><b>FRS Pension Plan:</b> (Defined Benefit)</p> <p><u>Regular Class:</u> Same as Career Service.</p> <p><u>Special Risk:</u> Same as Career Service.</p> <p><b>FRS Investment Plan:</b> (Defined Contribution) Same as Career Service.</p>	<p><b>FRS Pension Plan:</b> (Defined Benefit)</p> <p><u>SMS Class:</u> Six-year vesting. Normal retirement at age 62 or 30 years at any age. Retirement benefit based on percentage value<sup>1</sup> of 2 percent.</p> <p><b>SMS Optional Annuity Program:</b> (Defined Contribution) Immediate vesting. State contributes 12.49 percent of salary into SMS employees' account(s).</p> <p><b>FRS Investment Plan:</b> (Defined Contribution) One-year vesting. State contributes 10.95 percent into SMS employees' account(s).</p>
<b>Insurance<sup>2</sup></b>	<p><b>Group Health:</b></p> <p><u>Standard PPO or HMO:</u> Employee pays monthly premium of \$50.00 for individual coverage or \$180.00 for family coverage. State pays \$448.68 and \$947.74, respectively.</p> <p><b>Life Insurance:</b> Coverage is 150 percent of annual salary. Employee pays approximately 20 percent and state pays approximately 80 percent of the premium.</p>	<p><b>Group Health:</b></p> <p><u>Standard PPO or HMO:</u> State pays 100 percent of the premium for either individual or family coverage.</p> <p><b>Group Disability:</b> 65 percent of income for maximum of 364 days of continuous disability. Must exhaust all leave first (may be offset by certain other benefits). State pays 100 percent of the premium.</p> <p><b>Life Insurance:</b> Coverage is 200 percent of annual salary. State pays 100 percent of the premium.</p>	<p><b>Group Health:</b></p> <p><u>Standard PPO or HMO:</u> Same as Selected Exempt Service.</p> <p><b>Group Disability:</b> Same as Selected Exempt Service.</p> <p><b>Life Insurance:</b> Same as Selected Exempt Service.</p>
<b>Holidays</b>	Nine paid holidays each calendar year and one paid personal holiday each fiscal year.	Same as Career Service.	Same as Selected Exempt Service.

<sup>1</sup> The percentage value is the value that employees receive for each year of creditable service. The annual benefit amount at normal retirement is calculated based on the following formula: (Years of Creditable Service) x (Percentage Value) x (Average of the Highest Five Fiscal Years of Compensation) = Annual Benefit Amount. This amount is adjusted for early retirement.

<sup>2</sup> Employees may elect a Health Investor Health Plan with Health Savings Account option in lieu of traditional Preferred Provider (PPO) or Health Maintenance (HMO) Organizations.

Source: Chapters 110 and 121, Florida Statutes, and the General Appropriations Act for Fiscal Year 2008/2009.

## *Benefit Comparisons to Select States*

### *As of June 30, 2009*

The following tables provide a comparison of annual and sick leave and paid holidays given to Career Service employees compared to those benefits offered by selected states.

<b>SICK LEAVE</b>			
Maximum Days Granted Per Year		Maximum Balance Allowed at Year End	
State	Days	State	Days
Louisiana	24	California	Unlimited
West Virginia	18	Florida	Unlimited
Georgia	15	Louisiana	Unlimited
South Carolina	15	Mississippi	Unlimited
Alabama	13	North Carolina	Unlimited
Florida	13	Tennessee	Unlimited
New York	13	Texas	Unlimited
California	12	West Virginia	Unlimited
North Carolina	12	South Carolina	180
Tennessee	12	Alabama	150
Texas	12	New York <sup>1</sup>	150
Virginia	10	Georgia	90
Mississippi	7.5	Virginia	10

<sup>1</sup> Employees who attain the 150-day maximum do not earn additional leave until the balance is reduced.

<b>ANNUAL LEAVE</b>			
Maximum Days Granted Per Year <sup>1</sup>		Maximum Balance Allowed at Year End	
State	Days	State	Days
Texas	31.5	Louisiana	Unlimited
South Carolina	30	Mississippi	Unlimited
Alabama	29.25	California	80
Mississippi	27	Texas	66.5
Virginia	27	Alabama	60
North Carolina	25.75	Virginia	54
Tennessee	24	Florida	45
West Virginia	24	Georgia	45
Louisiana	24	South Carolina	45
California	21	Tennessee	42
Georgia	21	West Virginia	40
New York	20	North Carolina	30
Florida	19.5	New York <sup>2</sup>	30

<sup>1</sup> Based on years of service.

<sup>2</sup> Employees who attain the 30-day maximum do not earn additional leave until the balance is reduced.

<b>HOLIDAYS GRANTED</b>			
<b>(Includes Personal Leave Days)</b>			
Texas <sup>1</sup>	17	Virginia	12
Alabama <sup>2</sup>	13	North Carolina <sup>4</sup>	12
South Carolina	13	Tennessee	11
West Virginia <sup>3</sup>	13	Florida	10
California	12	Mississippi	10
Georgia	12	Louisiana <sup>5</sup>	9
New York	12		

<sup>1</sup> Includes four optional holidays and five partial staffing holidays if the holiday does not fall on the weekend.

<sup>2</sup> An additional holiday is granted for Mardi Gras but only in two counties.

<sup>3</sup> Includes one-half day each for Christmas and New Year's Eve.

<sup>4</sup> Observes 11-12 holidays depending on Christmas.

<sup>5</sup> Additional holidays given for Inauguration day every four years and Election day every two years.

Source: States' Web sites and contacts made to their human resource offices.



## State Employees' Group Health Insurance Membership As of June 30, 2009

Agency	Preferred Provider Organization	Health Maintenance Organization	No Insurance <sup>1</sup>	Total
Agency for Health Care Administration	467	925	212	1,604
Agency for Persons with Disabilities	1,628	972	395	2,995
Agency for Workforce Innovation	386	681	211	1,278
Agriculture and Consumer Services	1,568	1,510	322	3,400
Business and Professional Regulation	437	929	162	1,528
Children and Families	4,345	6,693	1,564	12,602
Citrus	32	25	5	62
Community Affairs	56	219	44	319
Corrections	13,338	10,224	3,468	27,030
Division of Administrative Hearings	72	108	19	199
Education	699	1,445	241	2,385
Elder Affairs	136	221	45	402
Environmental Protection	1,472	1,730	293	3,495
Financial Services	671	1,643	275	2,589
Fish and Wildlife Conservation Commission	1,045	636	208	1,889
Health	5,682	7,735	2,612	16,029
Highway Safety and Motor Vehicles	1,646	2,190	471	4,307
Juvenile Justice	2,126	1,836	538	4,500
Law Enforcement	488	1,058	191	1,737
Legal Affairs	402	607	111	1,120
Management Services	148	671	116	935
Military Affairs <sup>2</sup>	170	53	63	286
Office of the Governor <sup>2</sup>	44	52	16	112
Parole Commission	33	68	13	114
Public Service Commission	58	225	36	319
Revenue	1,514	2,872	584	4,970
School for the Deaf and the Blind <sup>2</sup>	259	116	58	433
State	41	351	38	430
Transportation	2,965	3,601	675	7,241
Veterans' Affairs	297	320	247	864
<b>Total</b>	<b>42,225</b>	<b>49,716</b>	<b>13,233</b>	<b>105,174</b>
<b>Percent of Total Employees</b>	<b>40.1%</b>	<b>47.3%</b>	<b>12.6%</b>	<b>100%</b>
Number included in total that are spouses of another state employee	4,893	5,446	-	10,339

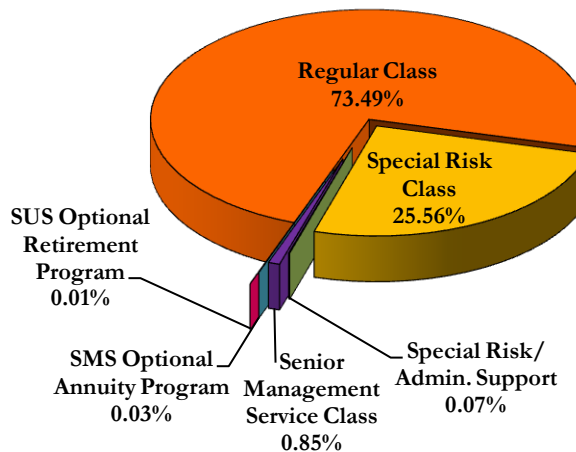
<sup>1</sup> Indicates these employees are not covered by a state plan but they may have coverage elsewhere.

<sup>2</sup> These entities have employees in other pay plans which are not represented in this report.

## State Employee Retirement Membership As of June 30, 2009

State employees participating in the Career Service, Selected Exempt Service and Senior Management Service are automatically enrolled in the state-administered Florida Retirement System (FRS) and covered by Social Security. The FRS provides retirement, total and permanent disability, and survivor benefits to participating state and local government employees. Under the FRS, employees have the option of enrolling in one of two primary retirement plans: a defined benefit plan known as the FRS Pension Plan and a defined contribution plan known as the Public Employee Optional Retirement Program which is also referred to as the FRS Investment Plan. There are five membership classes under both primary plans: Regular, Special Risk, Special Risk Administrative Support, Senior Management Service and Elected Officers' Classes.

**RETIREMENT CLASS MEMBERSHIPS**



As of June 30, 2009, there were 99,073 SPS employees enrolled in either the FRS Pension Plan or FRS Investment Plan. (Only a negligible number of state employees are still enrolled in state-administered plans that pre-date FRS.) All employees who are in either the FRS Pension Plan or the FRS Investment Plan fall under the five FRS classes of membership:

- **Regular Class** - for members not assigned to other classes. As of June 30, 2009, there were 72,832 employees who were members of this class.
- **Special Risk Class** - for members employed as law enforcement officers, firefighters, correctional officers, paramedics or emergency medical technicians, professional health care workers, youth custody officers, and forensic employees and who meet the legal criteria for this class. As of June 30, 2009, there were 25,327 employees who were members of this class.
- **Special Risk Administrative Support Class** - for former Special Risk Class members who provide administrative support to special risk members within a special risk employing agency. As of June 30, 2009, there were 72 members of this class.
- **Senior Management Service Class (SMSC)** - for members who are filling positions authorized to be eligible for this membership class by statute. As of June 30, 2009, there were 840 employees who were members of this class. Note: these members can opt out of both the FRS Pension Plan and the FRS Investment Plan by enrolling in an alternative defined contribution program, known as the Senior Management Service Optional Annuity Program (SMSOAP).
- **Elected Officers' Class** - for members who hold specified elective offices in either state or local government. As of June 30, 2009, there were two employees who were members of this class due to their elected positions in local government.

The FRS is a noncontributory retirement system, which means that the state pays all required retirement contributions for their employees. No employee contributions are required, regardless of whether the employee is enrolled in the FRS Pension Plan, the FRS Investment Plan or the SMSOAP.

**FRS PENSION PLAN ACTIVE MEMBERSHIP**

As of June 30, 2009, there were 84,617 SPS employees participating in various FRS membership classes under the FRS Pension Plan. Employees in the FRS Pension Plan are “vested” (have the right to a future retirement benefit) after six years of creditable service.

Employees in the FRS Pension Plan participating in the Special Risk Class are eligible for normal or unreduced retirement benefits at age 55 if vested with six years of Special Risk Class service, at age 52 with a total of 25 years of Special Risk Class service (which may include up to four years of active duty wartime military service), or at any age before age 55 with 25 years of Special Risk Class service. Employees in the FRS Pension Plan participating in the Special Risk Administrative Support Class must have at least six years of Special Risk Class service to be able to use their service in this class to satisfy the normal retirement eligibility of the Special Risk Class; otherwise they must meet the normal retirement eligibility of the remaining classes.

Employees in the FRS Pension Plan participating in all other membership classes are eligible for normal retirement after completing 30 years of service credit (regardless of age), or upon reaching age 62 if vested with less than 30 years. Early retirement is reduced 5 percent for each year the member retires before his or her normal retirement age (55 for special risk or 62 for all others). The benefit is determined based upon a formula using the age at retirement, the total percentage value for all years of service credit, and the average of the highest five fiscal years salaries. Employees may choose a joint and survivor option if the beneficiary qualifies as a joint annuitant. Retirement benefits are increased by a 3 percent cost-of-living adjustment each year after retirement.

**FRS INVESTMENT PLAN ACTIVE MEMBERSHIP**

As of June 30, 2009, there were 14,456 SPS employees participating in the various FRS membership classes under the FRS Investment Plan. All state employees eligible for FRS membership, including participants in the SMSOAP, may opt to participate in this defined contribution plan instead of the defined benefit plan offered (the FRS Pension Plan) or the SMSOAP. Employees with service under the FRS Pension Plan may choose to transfer the present value of this service credit to the FRS Investment Plan as their opening account balance.

Employees in the FRS Investment Plan are “vested” (have the right to a future retirement benefit) after one year of creditable service regardless of their membership class. The employee has a retirement account established in his or her name with the employer contribution directed to the employee’s retirement account. The employee has the responsibility of selecting how these contributions are invested within an approved set of investment choices available under the plan. The employee’s retirement benefit at retirement is based upon the value of the employee’s account. The employee may choose from a variety of payment options, including a rollover to an eligible retirement plan, a lump sum withdrawal, or various forms of periodic payments. If an employee terminates before becoming vested, his or her account balance is held in a suspense account for up to five years. If the employee does not return to FRS-covered employment within five years, these non-vested funds are forfeited.

**SENIOR MANAGEMENT OPTIONAL ANNUITY PROGRAM (SMSOAP) ACTIVE MEMBERSHIP**

As of June 30, 2009, there were 25 SPS employees who had opted out of the Senior Management Service Class altogether and enrolled in this program which is a defined contribution plan that provides for immediate vesting of all employer contributions with no minimum years of service or age requirements. The employee has a retirement account established in his or her name with the employer contribution being directed to the employee’s retirement account. The employee has the responsibility of selecting how these contributions are invested within an approved set of investment choices available under the plan. The employee’s retirement benefit at retirement, including disability and a survivor benefit, is based upon the value of the employee’s account. The employee may choose from a variety of payment options, including a rollover to an eligible retirement plan or a monthly annuity.

**STATE UNIVERSITY SYSTEM OPTIONAL RETIREMENT PROGRAM MEMBERSHIP (SUSORP)**

As of June 30, 2009, there were nine SPS employees who enrolled in the SUSORP while employed by the Florida Board of Regents before this agency was abolished and the employees transferred to the Department of Education. The SUSORP is a defined contribution plan which provides for full and immediate vesting of all employer contributions upon signing an investment agreement (no minimum years of service or age requirements). Employees in eligible positions are compulsory SUSORP participants unless they choose membership in another

retirement option. The employer contributes 10.43 percent of the employee's salary with 10.42 percent of these contributions forwarded to the employee's retirement account for investment as directed by the employee from the investment options offered under this program. The employee may contribute to the SUSORP account by salary reduction an amount not to exceed the percentage contributed by the employer. The employee's retirement benefit, including survivor and disability benefits, is based upon the value of the employee's account at retirement. The employee may choose from a variety of payment options including a rollover to an eligible retirement plan or a monthly annuity.

**DEFERRED RETIREMENT OPTION PROGRAM (DROP) ACTIVE MEMBERSHIP**

Qualified employees in the FRS Pension Plan may retire while continuing employment under the Deferred Retirement Option Program (DROP). DROP is strictly for FRS Pension Plan retirees who qualify to draw retirement benefits from the FRS Trust Fund and not for employees in the FRS Investment Plan or SMSOAP who draw retirement benefits from private investment plan providers.

As of June 30, 2009, there were 6,067 SPS participants enrolled in this program. Eligible state employees in DROP are retired and accumulate monthly retirement benefits, but remain actively employed for up to 60 months. During DROP their retirement benefits stay in the FRS Trust Fund, earning a fixed 6.5 percent annualized rate of return. In addition, these retirement benefits are increased by a 3 percent cost-of-living adjustment each year.

**Pay Additives - Career Service**  
**As of June 30, 2009**

Section 110.2035(6)(c), Florida Statutes, requires the Department of Management Services to annually provide a summary report of implemented pay additives. Pay additives may be added to and removed from a Career Service employee's base rate of pay depending upon the need or circumstances for which the additive is given. Therefore, it is not possible to provide a cumulative listing of the additives awarded during the year. Listed below is the number of pay additives, by type, provided to employees as of June 30, 2009.

Agency	Competitive Area Differential	Lead Worker	Shift Differential	Agency Unique <sup>1</sup>	Trainer	Hazardous Duty	Temporary Special Duty	On-Call	Critical Market Pay	Total
Agency for Health Care Administration	126	-	-	-	-	-	2	-	-	128
Agency for Persons with Disabilities	22	2	38	-	-	5	-	53	-	120
Agency for Workforce Innovation	22	45	-	-	-	-	11	5	-	83
Agriculture and Consumer Services	143	16	1	9	8	8	3	650	-	838
Business and Professional Regulation	141	7	-	-	2	-	1	7	-	158
Children and Families	1,464	5	286	7	1	35	97	1,410	-	3,305
Citrus	-	-	-	-	-	-	-	-	-	-
Community Affairs	-	-	-	-	-	-	-	-	-	-
Corrections	3,601	29	187	73	-	1,820	-	514	-	6,224
Division of Administrative Hearings	25	-	-	-	-	-	-	-	-	25
Education	53	-	-	-	-	-	1	8	-	62
Elder Affairs	21	-	-	-	-	-	-	-	-	21
Environmental Protection	255	3	-	-	-	16	-	56	-	330
Financial Services	295	25	3	-	14	6	7	149	-	499
Fish and Wildlife Conservation Commission	157	1	-	-	71	-	2	34	80	345
Health	1,954	44	12	-	2	-	22	338	-	2,372
Highway Safety and Motor Vehicles	841	4	20	-	-	-	4	250	68	1,187
Juvenile Justice	398	3	14	-	6	-	-	106	-	527
Law Enforcement	133	10	38	12	4	1	1	244	-	443
Legal Affairs	130	-	-	-	-	-	-	12	-	142
Management Services	17	9	20	-	-	-	-	15	-	61
Military Affairs <sup>2</sup>	-	1	-	-	-	-	-	3	-	4
Office of the Governor <sup>2</sup>	-	-	-	-	-	-	-	-	-	-
Parole Commission	19	-	-	-	-	-	-	-	-	19
Public Service Commission	17	2	-	-	-	-	-	-	-	19
Revenue	898	3	5	-	-	-	1	13	-	920
School for the Deaf and the Blind <sup>2</sup>	-	3	1	-	-	-	-	10	-	14
State	-	-	-	-	-	-	-	-	-	-
Transportation	1,314	-	-	-	-	-	239	307	-	1,860
Veterans' Affairs	125	-	-	-	-	-	-	8	-	133
<b>Total</b>	<b>12,171</b>	<b>212</b>	<b>625</b>	<b>101</b>	<b>108</b>	<b>1,891</b>	<b>391</b>	<b>4,192</b>	<b>148</b>	<b>19,839</b>

<sup>1</sup> Agency unique pay additives were authorized by the legislature in the General Appropriations Act.

<sup>2</sup> These entities have employees in other pay plans which are not represented in this report.

## *Savings Sharing Program*

Employees may participate in the Savings Sharing Program, which is established in accordance with Section 110.1245, Florida Statutes, and Chapter 60L-37, Florida Administrative Code. The purpose of the Savings Sharing Program is to provide a process by which agencies can retain a portion of their budget for implementing internally generated program efficiencies and cost reductions and then redirect the savings to employees. The savings approved for retention may be used for salary increases to high-performing employees and for non-recurring monetary awards to employees who initiate proposals that result in eliminating or reducing state expenditures.

This program allows employees the opportunity to submit a written proposal sharing their ideas to increase productivity, eliminate or reduce state expenditures, improve operations or generate additional revenue. If the proposal is adopted and implemented, the agency can recognize the employee or group of employees submitting the proposal with a cash award based on the actual cost savings as approved by the Legislative Budget Commission. The Savings Sharing Program was implemented during fiscal year 2001/2002 and has resulted in the following savings as reported by the agencies:

### *FISCAL YEAR 2008/2009*

Responses to the Department of Management Services survey indicated that none of the agencies participated in the program during the fiscal year ending June 30, 2009.

### *FISCAL YEAR 2007/2008*

Responses to the Department of Management Services survey indicated minimal participation in this program. The Department of Transportation received one proposal; however, the proposal lacked the necessary detail to properly assess the cost savings; therefore it was not implemented.

### *FISCAL YEAR 2006/2007*

Responses to the Department of Management Services survey indicated minimal participation in this program. The Department of Military Affairs reviewed and implemented one proposal. The actual cost savings realized as a result of implementing this proposal was \$84,000 a month. The amount of funds approved by the Legislative Budgeting Commission for agency retention was \$738,000. One award of \$500 was divided among three employees for the adopted proposal.

### *FISCAL YEAR 2005/2006*

Responses to the Department of Management Services survey indicated minimal participation in the program. The Department of Transportation reviewed three proposals; however, they had not made a determination as to whether the proposals would generate savings or would be implemented at that time. The Department of Juvenile Justice reported receiving one suggestion that was not implemented.

### *FISCAL YEAR 2004/2005*

The Department of Management Services was the only agency reporting a cost saving proposal. The department realized a total cost savings of \$272,473 from six eliminated positions. Sixteen employees received permanent salary increases from \$26,524 of the amount authorized for retention (\$54,494).



# *Workforce Training and Development*





## *Workforce Training and Development Overview*

Section 110.235, Florida Statutes, requires each agency with Career Service employees to implement training programs that encompass modern management principles, and that provide the framework to develop human resources through empowerment, training, and rewards for productivity enhancements; to continuously improve the quality of services; and to satisfy the expectations of the public. This section also requires each of these agencies to annually evaluate and report to the department the training it has implemented and the progress it has made in the area of training. The Department of Management Services annually distributes a Training Questionnaire to the agencies to gather information on training that has been implemented and the progress that has been made.

For fiscal year 2008/2009, 21 out of 29 agencies reported having an established training plan. Those agencies reporting not having established a training plan were:

- Agency for Persons with Disabilities
- Parole Commission
- Agency for Workforce Innovation
- State
- Citrus

Three agencies did not respond to the training questionnaire:

- Business and Professional Regulation
- Corrections
- Revenue

The following observations regarding the State Personnel System’s (SPS) Workforce Training and Development can be made from an analysis of the information in this section:

- For fiscal year 2008/2009, SPS agencies expended \$320.83 per employee overall on training, which was less than the \$1,545<sup>1</sup> per employee spent by the government sector in 2007 as provided by the American Society for Training and Development (ASTD).
- Agencies spent an average of 0.82 percent of their total salary budget on training in fiscal year 2008/2009, which was less than the 2.02 percent<sup>1</sup> reported expenditures for the government sector of industry in 2007 (this figure was based on direct expenditures as a percentage of payroll excluding benefits and taxes) as provided by ASTD. Agencies also spent 9.7 percent less in fiscal year 2008/2009 on training expenditures than they did in fiscal year 2007/2008.

**PERCENT OF SPS TRAINING EXPENDITURES  
TO TOTAL SALARY BUDGET<sup>2</sup>**

FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09
1.02%	1.10%	0.89%	0.91%	0.82%

Note: Differences reflected in agency training expenditures may be the result of a large number of variables such as types of employees, frequency of training, employee turnover, training sources and cost. Other variables which may not be reflected in the expenditures include training provided internally by agency staff or received externally through interagency training.

<sup>1</sup> “2008 State of the Industry Report: ASTD’s Annual Review of Trends in Workplace Learning and Performance Report.” Data from “Table 2: Key Indicators” for the Government sector, page 8.

<sup>2</sup> Percent excludes benefits and taxes for FY 07/08 and FY 08/09. Previous years included benefits and taxes with the total salary.

*Training Expenditures by Agency  
As of June 30, 2009*

Agency	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY 08/09	FY 08/09 Training Expenditures Per Employee <sup>1</sup>
Agency for Health Care Administration	\$559,019	\$647,777	\$350,943	\$517,371	\$267,875	\$167.00
Agency for Persons with Disabilities <sup>2</sup>	-	\$288,280	\$343,531	\$491,451	\$422,952	\$141.22
Agency for Workforce Innovation	\$247,279	\$430,250	\$294,042	\$200,687	\$150,226	\$117.55
Agriculture and Consumer Services	\$1,377,101	\$1,082,140	\$707,163	\$696,073	\$743,066	\$218.55
Business and Professional Regulation	\$584,093	\$342,041	\$165,930	\$156,393	\$112,660	\$73.73
Children and Families	\$2,278,243	\$3,592,379	\$2,629,013	\$1,884,324	\$4,267,615	\$338.65
Citrus	\$6,909	\$2,070	\$1,994	\$2,605	\$8,205	\$132.34
Community Affairs	\$431,728	\$716,399	\$327,987	\$463,022	\$578,501	\$1,813.48
Corrections	\$5,232,819	\$5,322,581	\$6,129,243	\$4,674,248	\$3,124,598	\$115.60
Division of Administrative Hearings	\$18,423	\$12,408	\$14,016	\$8,517	\$6,136	\$30.83
Education <sup>3</sup>	\$1,154,193	\$730,235	\$1,053,715	\$931,493	\$470,787	\$197.39
Elder Affairs	\$674,014	\$535,713	\$339,529	\$185,923	\$154,869	\$385.25
Environmental Protection	\$1,296,100	\$1,568,099	\$1,347,971	\$1,044,899	\$715,391	\$204.69
Financial Services	\$3,864,617	\$6,208,267	\$3,845,190	\$458,236	\$448,059	\$173.06
Fish and Wildlife Conservation Commission	\$1,218,924	\$885,942	\$1,252,712	\$1,156,457	\$1,161,536	\$614.89
Health	\$18,074,678	\$22,235,370	\$17,527,716	\$13,123,122	\$12,653,806	\$789.43
Highway Safety and Motor Vehicles	\$994,193	\$874,493	\$762,599	\$732,709	\$683,749	\$158.75
Juvenile Justice	\$835,968	\$700,870	\$1,737,978	\$1,321,954	\$780,383	\$173.42
Law Enforcement	\$1,753,136	\$2,049,371	\$1,906,874	\$1,300,256	\$1,101,791	\$634.31
Legal Affairs	\$363,221	\$433,492	\$364,947	\$350,767	\$146,209	\$130.54
Management Services	\$667,258	\$528,018	\$732,800	\$675,219	\$547,332	\$585.38
Military Affairs <sup>4</sup>	\$2,866,070	\$2,183,859	\$623,109	\$228,712	\$1,095,734	\$3,831.24
Office of the Governor	\$30,138	\$13,230	\$8,553	\$5,895	\$8,103	\$72.35
Parole Commission	\$12,208	\$9,925	\$6,737	-	\$75	\$0.66
Public Service Commission	\$116,040	\$119,094	\$87,003	\$74,959	\$58,949	\$184.79
Revenue	\$978,470	\$1,451,685	\$1,493,406	\$1,392,793	\$611,779	\$123.09
School for the Deaf and the Blind	-	-	-	-	\$60,782	\$140.37
State	\$137,553	\$75,518	\$79,658	\$62,274	\$36,519	\$84.93
Transportation	\$6,843,581	\$5,657,756	\$5,533,085	\$5,157,752	\$3,286,555	\$453.88
Veterans' Affairs	\$53,508	\$46,429	\$52,235	\$52,415	\$39,258	\$45.44
<b>Total</b>	<b>\$52,669,484</b>	<b>\$58,743,692</b>	<b>\$49,719,679</b>	<b>\$37,350,526<sup>5</sup></b>	<b>\$33,743,500</b>	<b>\$320.83</b>

<sup>1</sup> Training expenditures per employee were based on the Employee Count by Agency on Page 21.

<sup>2</sup> Agency for Persons with Disabilities was created on July 1, 2005.

<sup>3</sup> Prior to FY 08/09, figures included expenditures for the Florida School for the Deaf and the Blind.

<sup>4</sup> Department of Military Affairs' training expenditures for FY 08/09 included payments of more than \$800,000 for the First Responder/About Face Academy. Prior to FY 06/07, training expenditures included college tuition payments for National Guard recruits.

<sup>5</sup> Amount corrected due to overstatement of expenditures for the Parole Commission in FY 07/08.



# *Equal Employment Opportunity*



## *Equal Employment Opportunity Overview*

As reflected in the chart below, minorities exceeded the Available Labor Market (ALM) in the Professionals, Technicians, Para-Professionals, Administrative Support and Service Maintenance job categories for fiscal year 2008/2009. The SPS was below the ALM in the following job categories: Officials and Administrators, Protective Service Workers, and Skilled Craft Workers by 6.2, .9 and 11.5 percentage points, respectively.

### **EMPLOYEES BY RACE AND JOB CATEGORY** *As of June 30, 2009*

Job Category	Total Employees	White	Black/ African American	Hispanic	Other <sup>1</sup>	% Minority by Job Category	% Minority in ALM <sup>2</sup>
Officials and Administrators	2,680	2,253	261	111	55	15.9%	22.1%
Professionals	52,387	32,982	13,036	4,495	1,874	37.0%	25.1%
Technicians	5,434	3,660	1,054	392	328	32.6%	28.9%
Protective Service Workers	22,364	15,268	5,543	1,280	273	31.7%	32.6%
Para-Professionals	8,384	2,804	4,643	763	174	66.6%	43.5%
Administrative Support	9,763	5,093	3,041	1,394	235	47.8%	31.9%
Skilled Craft Workers	1,770	1,377	259	104	30	22.2%	33.7%
Service Maintenance	2,392	1,265	949	121	57	47.1%	45.4%
<b>Total Employees</b>	<b>105,174</b>	<b>64,702</b>	<b>28,786</b>	<b>8,660</b>	<b>3,026</b>	<b>40,472</b>	-
<b>Percent of Total Employees</b>		<b>61.5%</b>	<b>27.4%</b>	<b>8.2%</b>	<b>2.9%</b>	-	-

The following observations regarding the State Personnel System can be made from an analysis of the information within this section:

Minority representation remained relatively constant in the Career Service and Selected Exempt Service at 40.6 percent and 29.7 percent, respectively since June 30, 2008. During the same time period minority representation decreased in the Senior Management Service by .9 percentage points, from 12.8 percent to 11.9 percent.

Female representation remained relatively constant in the Career Service and Selected Exempt Service over the past year at 56.8 percent and 56.1 percent, respectively. However, female representation in the Senior Management Service decreased by 1.1 percentage points, from 40.2 percent to 39.1 percent, since June 30, 2008.

<sup>1</sup> "Other" includes Asian, American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander, Balance (two or more races) or Unknown.

<sup>2</sup> 2000 Available Labor Market Analysis prepared by the Department of Management Services' Division of Human Resource Management in conjunction with Florida State University.

## ***Equal Employment Opportunity/Affirmative Action Report***

The State of Florida has one of the most diverse populations in the country. To create and maintain a diverse workforce in state government takes the commitment of leadership and outreach from each agency. It is the policy of the State Personnel System to fully use the diversity of Florida's human resources to provide equal employment opportunities through programs of affirmative action. Section 110.112(2)(a), Florida Statutes, requires each executive agency to develop and implement an Affirmative Action (AA) Plan. For fiscal year 2008/2009, 18 agencies implemented a new plan or updated their AA Plans in compliance with Section 110.112(2)(a), Florida Statutes.

The Department of Management Services is required to report information relating to the implementation, continuance, updating and results of each executive agency's AA Plan for the previous fiscal year, pursuant to Section 110.112(2)(d), Florida Statutes. The following narrative focuses on information provided by the agencies in response to the survey conducted by the Department of Management Services which included questions such as:

- Identify specific steps taken that resulted in successfully meeting your AA goals.
- In which occupational groups/classes did you find it difficult to find minority and female applicants?
- Identify specific challenges experienced in meeting goals for fiscal year 2008/2009.
- What special programs and innovative ideas did you introduce or continue in recruiting and retaining female/minority representation?

### **SUMMARY OF AGENCY REPLIES TO THE ANNUAL EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION SURVEY Fiscal Year 2008/2009**

#### **Agencies that Implemented a New Plan or Updated their Existing Plan Outlining their Affirmative Action Goals:**

- Agency for Workforce Innovation
- Agriculture and Consumer Services
- Business and Professional Regulation
- Corrections
- Environmental Protection
- Financial Services
- Highway Safety and Motor Vehicles
- Juvenile Justice
- Law Enforcement
- Management Services
- Military Affairs
- Revenue
- State
- Transportation
- Executive Office of the Governor
- Fish and Wildlife Conservation Commission
- Parole Commission
- School for the Deaf and the Blind

**Reasons Agencies Provided for Success in Meeting Affirmative Action Goals:**

- Commitment of hiring managers to maintain parity with the labor market
- Continuous awareness of minority representation through quarterly Equal Opportunity Reports
- State's People First online job application system provides applications from diverse backgrounds throughout the state as well as nationwide
- Networking and making contacts with other workforce professionals, both nationwide and within Florida
- Using current members as recruiters to target a diverse population
- Maintaining a strong commitment to established recruitment and hiring activities, with awareness of equal employment opportunities
- Utilizing local advertising sources to attract minority applicants

**Some Challenges Agencies Reported Experiencing in Meeting Affirmative Action Goals:**

- Low turnover rates and staffing levels for several of the job categories
- U.S. Census data shows an increase in the number of Hispanics in the labor market, while the main concentration of Hispanic applicants are in South Florida
- Positions require specialized knowledge and/or experience (i.e. military and/or scientific experience, etc.)
- Budget restraints and low salaries make it difficult to compete against private and local government employers
- Shortages in human resource staffing has limited participation in job fairs and recruitment activities
- Due to severe budget constraints, hiring opportunities are restricted and many vacancies are filled by current employees to limit potential layoffs
- Applicant pools have few qualified minorities to be considered for limited vacant positions
- Local employers offer higher salaries for similar positions requiring the same education, training and experience

**Innovative Ideas and Successful Special Programs  
Agencies Reported Using to Recruit Minorities and Females:**

- The Department of Agriculture and Consumer Services continues to use intern programs from minority universities in an effort to attract and recruit more minorities and females.
- The Department of Corrections continues its recruitment efforts through the Career of Courage campaign. Additionally, they participated in many local community events, identifying their commitment to being an equal opportunity employer; as well as distributing career information at the Preventing Crime in the Black Community Conference. Regional offices participate in local job fairs and actively recruit applications at various educational and community organizations. The advertisement of vacant positions through the internet as well as in other minority media, such as Hispanic language radio, television and print advertisements, helps to attract minority applicants.
- Department of Highway Safety and Motor Vehicles representatives from various divisions and the Florida Highway Patrol have partnered and they hold minority recruiting efforts throughout the state to encourage minority applicants to consider employment with the agency.
- The Florida Department of Law Enforcement participates in various job fairs and meetings with community college students to attract minority applicants.
- The Department of Revenue continues to use a recruitment and selection process, focusing on an applicant's knowledge, skills and abilities. A hiring panel's consensus makes the hiring decision. This process enhances the likelihood that candidates are hired strictly on their abilities, regardless of gender, race or religion.

- The Department of Transportation maintains a strong commitment to established recruitment and hiring practices to ensure AA goals are maintained. Much of the focus is on employment parity for each of the Equal Employment Opportunity (EEO) job categories (which have been met since 1987). Success in maintaining these goals is supported by: (1) Using effective recruitment strategies to attract a diverse applicant pool throughout all agency districts; (2) Keeping managers and supervisors informed and ensuring use of “good faith” hiring practices; (3) Counseling, training and developing subordinates for promotional opportunities; (4) Ensuring that all employment actions, and all other terms and conditions of employment are available to all employees; (5) Ensuring that all managers attend mandatory EEO/AA training, which is also required for all employees every three years; (6) Making a firm commitment to EEO/AA programs; (7) Supporting events celebrating diversity and differences in the workforce.
- The Florida Fish and Wildlife Conservation Commission increased its involvement with the Minorities in Natural Resources Committee and the Southeast Association of Fish and Wildlife Agencies conference to recruit minorities. This resulted in the successful recruitment of a minority student. Additionally, all job announcements for professional positions are forwarded to approximately 130 minority businesses and Historically Black Colleges and Universities throughout the nation. The Division of Law Enforcement has a dedicated staff of six recruiters located throughout the state seeking minority applicants. They actively participate in high school and college career fairs to introduce minority students to the agency. The Fish and Wildlife Research Institute (FWRI) maintains contacts with universities having predominately minority populations in an effort to influence students to pursue careers in the sciences, along with encouraging graduating students to apply for available positions. The FWRI also has a diversity committee, which works to develop strategies for increasing diversity. The Fish and Wildlife Research Institute performs community outreach services such as “MarineQuest” to educate students for a potential career in the marine sciences; this year’s event had over 3,000 participants.
- The Florida School for the Deaf and the Blind did not participate in any career fairs this year due to budgetary constraints. However, they did participate in the Blue Cross Blue Shield health fair which allowed them to promote awareness of the agency. In order to attract a more diverse applicant pool, they contacted other Deaf and Blind schools throughout the nation for positions in the EEO 1 job category. In addition to advertising vacancies in the local newspaper and People First system, positions were advertised with Teacher-Teachers.com, Goodwill Job Junction, Deaf Digest, Eco Latino and Public Access Television to attract a diverse applicant pool.
- The Executive Office of the Governor continues to look beyond state government when recruiting a workforce reflective of the state’s population. They feel this approach increases the probability of hiring women and minorities.
- The Department of Military Affairs participates in numerous community activities to increase visibility and the opportunity to attract diverse applicants, specifically females and minorities.
- The Agency for Workforce Innovation managers serve on various councils and committees with membership from private and public sectors, providing various opportunities to network. This increases their ability to attract a varied applicant pool for current and anticipated vacancies.

**Occupations Agencies Reported Having Particular Difficulty Recruiting Minority and Female Applicants:**

- Marine Mechanics
- Crime Laboratory Analysts
- Fisheries & Wildlife Biologists
- Law Enforcement Officers & Special Agents
- Biologists
- Information Technology (various occupations)
- Park Rangers
- Environmental Specialists
- Forestry (various occupations)
- Firefighters
- Protective Services
- Engineers



**Agencies that did not respond to the Department of Management Services' survey:**

- Agency for Health Care Administration
- Citrus
- Community Affairs
- Education
- Elder Affairs

**Agencies that do not have a current AA Plan:**

- Agency for Persons with Disabilities
- Children and Families
- Health
- Legal Affairs
- Veterans' Affairs
- Division of Administrative Hearings
- Public Service Commission

**Agency Comments:**

- The Agency for Persons with Disabilities continues to develop its staffing levels since being established by the Florida Legislature on July 1, 2005. As such, they are not fully implemented and do not have a current AA Plan. The agency actively monitors its employment practices to ensure no groups are adversely affected. However, mandatory budget restrictions and the closing of facilities directly impacted agency staffing.
- The Department of Children and Families (DCF) reported they will be implementing a new AA Plan for fiscal year 2009-2010. DCF continues to monitor activities to ensure no group is significantly impacted by administrative changes.
- The Division of Administrative Hearings reports one-fourth of its positions are appointed and the division does not have a current AA Plan; however, hiring practices are reviewed to ensure women and minorities are adequately represented.
- The Department of Legal Affairs reports its permanent goal is to have a workforce that is reflective of the State of Florida's labor market.
- The Department of Health reported they did not complete an AA plan this past fiscal year. Due to budget reductions, the agency faced layoffs resulting in the need to place adversely affected employees in vacant positions, reducing their active employment activities. They continue to monitor activities through statistical analysis to ensure the representation of minorities and women.
- The Public Service Commission reported they are not required to develop annual EEO/AA goals; however, their agency is committed to EEO and AA.

Source: Agency responses to Department of Management Services' Division of Human Resource Management Survey conducted July, 2009.

## *Employees by Job Category As of June 30, 2009*

Agency	Officials/ Admin.	Professionals	Technicians	Protective Service	Para Professionals	Administrative Support	Skilled Craft	Service Maintenance	Total
Agency for Health Care Administration	2.3%	83.8%	4.7%	-	0.6%	8.6%	-	-	1,604
Agency for Persons with Disabilities	1.1%	46.1%	2.1%	1.6%	32.0%	5.6%	5.1%	6.2%	2,995
Agency for Workforce Innovation	2.7%	93.6%	2.5%	-	-	0.8%	0.4%	0.1%	1,278
Agriculture and Consumer Services	3.3%	51.2%	9.4%	23.9%	0.5%	6.0%	2.9%	2.9%	3,400
Business and Professional Regulation	4.1%	79.8%	3.3%	7.3%	2.5%	2.9%	-	-	1,528
Children and Families	1.4%	64.9%	3.5%	1.4%	15.8%	8.3%	1.3%	3.5%	12,602
Citrus	22.6%	53.2%	8.1%	-	3.2%	9.7%	-	3.2%	62
Community Affairs	5.6%	86.2%	4.4%	1.3%	0.3%	2.2%	-	-	319
Corrections	1.1%	21.6%	2.5%	66.4%	1.0%	6.0%	1.5%	-	27,030
Division of Administrative Hearings	1.5%	53.3%	2.5%	-	-	42.7%	-	-	199
Education	11.4%	62.4%	7.0%	-	8.2%	10.2%	0.3%	0.4%	2,385
Elder Affairs	5.2%	82.3%	2.7%	-	0.2%	9.5%	-	-	402
Environmental Protection	6.8%	66.1%	3.5%	2.7%	0.3%	6.0%	1.8%	12.7%	3,495
Financial Services	4.9%	74.9%	5.6%	6.8%	0.4%	7.1%	0.3%	-	2,589
Fish and Wildlife Conservation Commission	4.2%	53.5%	5.6%	30.1%	0.2%	5.2%	1.2%	0.1%	1,889
Health	1.7%	60.4%	7.0%	0.1%	12.3%	17.0%	0.5%	0.9%	16,029
Highway Safety and Motor Vehicles	1.6%	22.3%	3.6%	39.0%	1.4%	30.7%	0.8%	0.7%	4,307
Juvenile Justice	2.2%	44.9%	1.3%	0.3%	44.1%	4.8%	1.4%	1.0%	4,500
Law Enforcement	3.9%	57.7%	10.9%	23.6%	-	3.9%	-	-	1,737
Legal Affairs	8.7%	61.2%	1.3%	6.8%	5.7%	16.2%	0.2%	-	1,120
Management Services	5.8%	62.2%	4.8%	-	0.4%	4.4%	9.2%	13.2%	935
Military Affairs <sup>1</sup>	2.1%	54.2%	7.7%	1.4%	2.1%	7.7%	15.4%	9.4%	286
Office of the Governor <sup>1</sup>	77.7%	22.3%	-	-	-	-	-	-	112
Parole Commission	12.3%	73.7%	1.8%	-	-	12.3%	-	-	114
Public Service Commission	11.3%	77.1%	4.1%	-	-	7.5%	-	-	319
Revenue	1.6%	79.1%	5.7%	-	2.8%	10.7%	-	-	4,970
School for the Deaf and the Blind <sup>1</sup>	0.2%	21.7%	3.9%	3.0%	48.3%	1.4%	6.0%	15.5%	433
State	10.9%	70.7%	10.2%	-	1.4%	6.3%	0.5%	-	430
Transportation	2.8%	55.4%	15.5%	2.9%	1.1%	6.2%	6.9%	9.1%	7,241
Veterans' Affairs	3.0%	23.0%	12.8%	-	43.2%	5.0%	0.9%	12.0%	864
<b>Total Employees</b>	<b>2,680</b>	<b>52,387</b>	<b>5,434</b>	<b>22,364</b>	<b>8,384</b>	<b>9,763</b>	<b>1,770</b>	<b>2,392</b>	<b>105,174</b>
<b>Percent of Total Employees</b>	<b>2.5%</b>	<b>49.8%</b>	<b>5.2%</b>	<b>21.3%</b>	<b>8.0%</b>	<b>9.3%</b>	<b>1.7%</b>	<b>2.3%</b>	<b>-</b>

<sup>1</sup> These entities have employees in other pay plans which are not represented in this report. As these numbers only reflect part of the overall employees of these entities, use caution when drawing any conclusions regarding employee changes as they would have to be based upon a separate analysis.

## Minority Representation by Pay Plan As of June 30, 2009

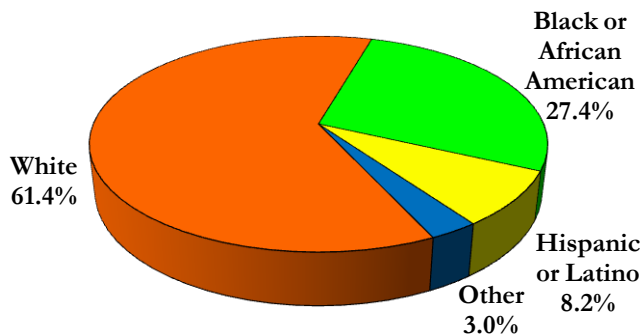
The ratio of minorities in the Career Service and Selected Exempt Service pay plans rose slightly since 2005, while minorities in the Senior Management Service pay plan decreased by 2.7 percentage points since 2005. Since 2008, minority representation decreased in all three pay plans as follows: Career Service .6 percentage points; Selected Exempt Service .1 percentage points; and .9 percentage points.

### FIVE - YEAR TREND: MINORITY REPRESENTATION

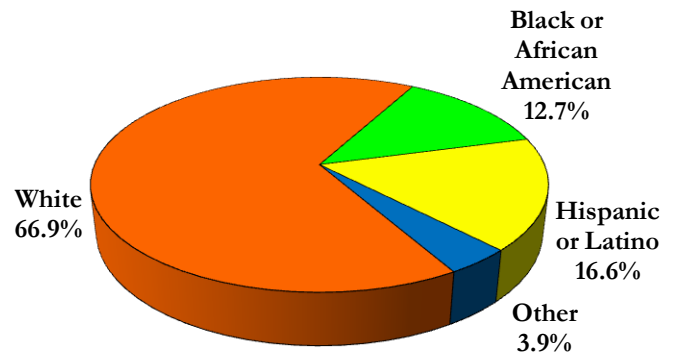
Pay Plan	2005		2006		2007		2008		2009	
	Minor	Total	Minor	Total	Minor	Total	Minor	Total	Minor	Total
Career Service	33,346	84,472	31,972	84,566	32,419	85,197	34,846	84,523	34,732	85,460
Percent of Total	39.5%		37.8%		38.1%		41.2%		40.6%	
Selected Exempt Service	5,397	18,905	5,291	18,964	5,469	19,191	5,709	19,149	5,669	19,115
Percent of Total	28.7%		27.9%		28.5%		29.8%		29.7%	
Senior Management Service	81	555	75	556	77	572	74	577	71	599
Percent of Total	14.6%		13.5%		13.5%		12.8%		11.9%	

For minorities, the SPS exceeded the Available Labor Market<sup>1</sup> (ALM) representation in the “Black or African American” category by 14.7 percentage points. In the “Other<sup>2</sup>” category, the SPS was below the ALM by .9 percentage points, while Hispanic or Latino representation was 8.4 percentage points below the ALM.

#### STATE PERSONNEL SYSTEM



#### FLORIDA'S AVAILABLE LABOR MARKET



<sup>1</sup> Available Labor Market (ALM) statistics represent the average of the available numbers of minorities or females.

<sup>2</sup> “Other” includes Asian, American Indian/Alaskan Native, Native Hawaiian/Other Pacific Islander, Balance (two or more races) or Unknown.

Source: 2000 Available Labor Market Analysis prepared by the Department of Management Services’ Division of Human Resource Management in conjunction with Florida State University.

## Gender Representation by Pay Plan As of June 30, 2009

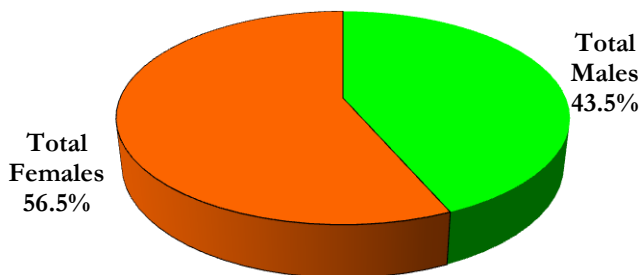
The overall total number of female employees in the Career Service has increased by 1 percentage point since 2005. Additionally, female representation within the Selected Exempt Service and Senior Management Service has increased by 1.6 percentage points and 2.7 percentage points, respectively. Since 2008, female representation in the Career Service and Selected Exempt Service increased by .1 percentage points and .3 percentage points, respectively. In contrast, female representation in the Senior Management Service decreased by 1.1 percentage points since 2008.

### FIVE - YEAR TREND: GENDER REPRESENTATION

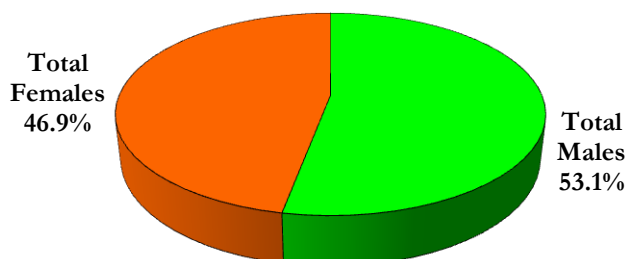
Pay Plan	2005		2006		2007		2008		2009	
	Fem.	Total	Fem.	Total	Fem.	Total	Fem.	Total	Fem.	Total
Career Service	47,111	84,472	47,518	84,566	48,218	85,197	47,921	84,523	48,520	85,460
Percent of Total	55.8%		56.2%		56.6%		56.7%		56.8%	
Selected Exempt Service	10,318	18,905	10,427	18,964	10,653	19,191	10,684	19,149	10,720	19,115
Percent of Total	54.5%		55.0%		55.5%		55.8%		56.1%	
Senior Management Service	202	555	215	556	220	572	232	577	234	599
Percent of Total	36.4%		38.7%		38.5%		40.2%		39.1%	

Female representation in the SPS exceeded Florida's Available Labor Market<sup>1</sup> by 9.6 percentage points.

#### STATE PERSONNEL SYSTEM



#### FLORIDA'S AVAILABLE LABOR MARKET



<sup>1</sup> Available Labor Market (ALM) statistics represent the average of the available numbers of minorities or females.

Source: 2000 Available Labor Market Analysis prepared by the Department of Management Services' Division of Human Resource Management in conjunction with Florida State University.

## *Race and Gender Demographics - Career Service*

### *As of June 30, 2009*

As part of the reporting requirements specified in Section 110.112(2)(d), Florida Statutes, the table below provides a snapshot of the employees in the Career Service by race and gender and by agency at the end of the fiscal year.

Agency	White		Black		Hispanic		Other <sup>1</sup>		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Agency for Health Care Administration	17.7%	42.0%	3.7%	21.6%	2.6%	8.6%	1.3%	2.5%	1,146
Agency for Persons with Disabilities	12.9%	22.4%	16.2%	42.5%	0.9%	2.6%	0.7%	1.9%	2,324
Agency for Workforce Innovation	19.0%	23.3%	10.0%	30.1%	4.5%	10.4%	1.3%	1.3%	998
Agriculture and Consumer Services	59.1%	20.4%	5.1%	5.7%	4.0%	2.3%	2.0%	1.3%	2,604
Business and Professional Regulation	27.0%	27.3%	9.3%	22.4%	5.2%	5.4%	1.7%	1.7%	1,062
Children and Families	12.8%	30.1%	9.7%	32.9%	3.0%	9.3%	0.7%	1.4%	9,920
Citrus	42.1%	47.4%	-	5.3%	-	5.3%	-	-	19
Community Affairs	28.0%	41.1%	7.0%	19.2%	1.9%	1.9%	-	0.9%	214
Corrections	43.1%	23.6%	11.2%	15.8%	3.3%	1.8%	0.8%	0.4%	25,418
Division of Administrative Hearings	19.2%	46.2%	2.3%	26.9%	0.8%	3.1%	-	1.5%	130
Education	15.1%	41.1%	5.6%	24.6%	2.0%	8.7%	0.9%	1.9%	1,546
Elder Affairs	7.6%	49.8%	1.1%	23.6%	2.5%	11.3%	0.7%	3.3%	275
Environmental Protection	43.8%	38.4%	3.7%	4.9%	2.3%	1.8%	2.8%	2.4%	2,425
Financial Services	31.0%	27.9%	7.4%	21.4%	4.0%	4.6%	1.8%	1.8%	1,733
Fish and Wildlife Conservation Commission	63.0%	24.1%	2.0%	2.6%	3.5%	1.2%	2.1%	1.4%	1,550
Health	9.6%	42.3%	3.2%	23.9%	2.3%	13.1%	1.4%	4.1%	13,177
Highway Safety and Motor Vehicles	36.6%	23.7%	9.3%	15.6%	7.8%	5.1%	1.1%	1.0%	3,758
Juvenile Justice	16.3%	17.5%	27.7%	32.0%	3.3%	2.6%	0.2%	0.4%	3,514
Law Enforcement	38.6%	37.8%	4.5%	10.2%	2.5%	4.0%	1.2%	1.1%	1,507
Legal Affairs	20.8%	41.3%	3.2%	19.2%	4.4%	7.8%	0.7%	2.5%	562
Management Services	30.4%	26.4%	20.9%	17.1%	2.4%	1.1%	0.7%	0.9%	450
Military Affairs <sup>2</sup>	55.0%	32.7%	8.8%	1.2%	-	-	1.8%	0.6%	171
Parole Commission	29.6%	38.3%	4.9%	18.5%	3.7%	3.7%	1.2%	-	81
Public Service Commission	30.3%	33.0%	8.6%	13.0%	3.2%	3.8%	3.8%	4.3%	185
Revenue	21.5%	38.6%	5.7%	24.6%	1.5%	4.5%	1.5%	2.2%	4,197
School for the Deaf and the Blind <sup>2</sup>	21.8%	39.1%	5.9%	25.3%	1.8%	4.4%	-	1.8%	340
State	28.2%	39.8%	6.2%	19.7%	1.5%	1.9%	1.2%	1.5%	259
Transportation	46.6%	23.8%	10.4%	5.9%	5.9%	3.0%	2.7%	1.8%	5,132
Veterans' Affairs	13.0%	41.4%	3.9%	32.5%	2.2%	4.1%	0.3%	2.6%	763
<b>Total Employees</b>	<b>25,431</b>	<b>25,297</b>	<b>7,724</b>	<b>17,203</b>	<b>2,781</b>	<b>4,626</b>	<b>1,004</b>	<b>1,394</b>	<b>85,460</b>
<b>Percent of Total Employees</b>	<b>29.8%</b>	<b>29.6%</b>	<b>9.0%</b>	<b>20.1%</b>	<b>3.3%</b>	<b>5.4%</b>	<b>1.2%</b>	<b>1.6%</b>	<b>100%</b>

<sup>1</sup> "Other" includes Asian, Native American/Alaskan Native, Native Hawaiian/Other Pacific Islander, Balance (two or more races) or Unknown.

<sup>2</sup> These entities have employees in other pay plans which are not represented in this report. As these numbers only reflect part of the overall employees of these entities, use caution when drawing any conclusions regarding employee changes as they would have to be based upon a separate analysis.

## *Race and Gender Demographics - Selected Exempt Service As of June 30, 2009*

As part of the reporting requirements specified in Section 110.112(2)(d), Florida Statutes, the table below provides a snapshot of the representation of the employees in the Selected Exempt Service by race and gender and by agency at the end of the fiscal year

Agency	White		Black		Hispanic		Other <sup>1</sup>		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Agency for Health Care Administration	27.5%	47.5%	3.1%	12.9%	2.2%	4.0%	0.7%	2.0%	448
Agency for Persons with Disabilities	20.7%	29.7%	10.4%	33.2%	0.6%	3.6%	1.1%	0.8%	663
Agency for Workforce Innovation	28.8%	37.5%	5.6%	21.3%	1.5%	3.4%	0.7%	1.1%	267
Agriculture and Consumer Services	55.5%	29.1%	2.6%	5.3%	1.8%	2.3%	1.7%	1.6%	767
Business and Professional Regulation	30.4%	38.8%	5.6%	13.6%	4.5%	4.5%	1.3%	1.3%	448
Children and Families	20.8%	36.0%	9.1%	22.4%	2.5%	6.0%	2.0%	1.2%	2,648
Citrus	23.1%	59.0%	2.6%	5.1%	2.6%	2.6%	5.1%	-	39
Community Affairs	47.4%	35.1%	4.1%	9.3%	2.1%	1.0%	-	1.0%	97
Corrections	37.6%	34.0%	8.2%	11.2%	3.2%	2.6%	1.8%	1.4%	1,586
Division of Administrative Hearings	8.8%	54.4%	1.5%	25.0%	-	5.9%	-	4.4%	68
Education	27.1%	47.2%	4.0%	14.0%	1.5%	3.3%	1.5%	1.5%	809
Elder Affairs	19.3%	56.3%	3.4%	16.8%	3.4%	0.8%	-	-	119
Environmental Protection	50.4%	37.7%	2.3%	4.0%	1.2%	1.6%	2.4%	0.4%	1,041
Financial Services	39.1%	38.4%	4.3%	11.9%	2.0%	1.8%	1.0%	1.6%	818
Fish and Wildlife Conservation Commission	54.5%	36.1%	0.3%	5.0%	0.6%	0.9%	0.6%	1.9%	319
Health	23.7%	43.0%	4.6%	13.5%	3.2%	6.2%	2.5%	3.4%	2,775
Highway Safety and Motor Vehicles	31.5%	44.1%	5.8%	10.6%	1.7%	4.1%	0.7%	1.5%	537
Juvenile Justice	21.3%	24.8%	23.2%	24.8%	2.9%	2.2%	0.4%	0.4%	965
Law Enforcement	38.9%	45.0%	2.8%	5.7%	2.8%	2.8%	0.5%	1.4%	211
Legal Affairs	32.3%	49.5%	1.3%	6.6%	2.4%	4.7%	1.5%	1.7%	533
Management Services	39.8%	33.3%	7.5%	14.4%	1.3%	1.5%	1.3%	0.9%	465
Military Affairs <sup>2</sup>	36.7%	56.0%	3.7%	1.8%	0.9%	0.9%	-	-	109
Office of the Governor <sup>2</sup>	31.9%	55.6%	2.8%	5.6%	2.8%	-	1.4%	-	72
Parole Commission	23.3%	56.7%	-	13.3%	3.3%	3.3%	-	-	30
Public Service Commission	33.6%	51.2%	2.4%	8.8%	0.8%	0.8%	-	2.4%	125
Revenue	36.5%	38.4%	5.7%	11.8%	1.8%	3.2%	1.2%	1.4%	761
School for the Deaf and the Blind <sup>2</sup>	28.0%	57.0%	-	9.7%	-	5.4%	-	-	93
State	27.8%	57.0%	2.5%	10.1%	1.3%	0.6%	0.6%	-	158
Transportation	48.0%	25.4%	7.0%	5.7%	5.7%	3.8%	2.7%	1.5%	2,053
Veterans' Affairs	30.8%	49.5%	4.4%	6.6%	1.1%	3.3%	2.2%	2.2%	91
<b>Total Employees</b>	<b>6,315</b>	<b>7,131</b>	<b>1,252</b>	<b>2,567</b>	<b>508</b>	<b>725</b>	<b>320</b>	<b>297</b>	<b>19,115</b>
<b>Percent of Total Employees</b>	<b>33.0%</b>	<b>37.3%</b>	<b>6.5%</b>	<b>13.4%</b>	<b>2.7%</b>	<b>3.8%</b>	<b>1.7%</b>	<b>1.6%</b>	<b>100%</b>

<sup>1</sup> "Other" includes Asian, Native American/Alaskan Native, Native Hawaiian/Other Pacific Islander, Balance (two or more races) or Unknown.

<sup>2</sup> These entities have employees in other pay plans which are not represented in this report. As these numbers only reflect part of the overall employees of these entities, use caution when drawing any conclusions regarding employee changes as they would have to be based upon a separate analysis.

## *Race and Gender Demographics - Senior Management Service As of June 30, 2009*

As part of the reporting requirements specified in Section 110.112(2)(d), Florida Statutes, the table below provides a snapshot of the representation of the employees in the Senior Management Service by race and gender and by agency at the end of the fiscal year

Agency	White		Black		Hispanic		Other <sup>1</sup>		Total
	Male	Female	Male	Female	Male	Female	Male	Female	
Agency for Health Care Administration	50.0%	50.0%	-	-	-	-	-	-	10
Agency for Persons with Disabilities	62.5%	25.0%	-	-	-	12.5%	-	-	8
Agency for Workforce Innovation	38.5%	46.2%	15.4%	-	-	-	-	-	13
Agriculture and Consumer Services	69.0%	27.6%	-	-	3.4%	-	-	-	29
Business and Professional Regulation	72.2%	16.7%	5.6%	5.6%	-	-	-	-	18
Children and Families	52.9%	32.4%	2.9%	8.8%	-	2.9%	-	-	34
Citrus	75.0%	25.0%	-	-	-	-	-	-	4
Community Affairs	62.5%	25.0%	-	-	12.5%	-	-	-	8
Corrections	46.2%	34.6%	15.4%	3.8%	-	-	-	-	26
Division of Administrative Hearings	100.0%	-	-	-	-	-	-	-	1
Education	43.3%	46.7%	3.3%	-	3.3%	-	-	3.3%	30
Elder Affairs	50.0%	50.0%	-	-	-	-	-	-	8
Environmental Protection	58.6%	34.5%	3.4%	-	3.4%	-	-	-	29
Financial Services	50.0%	39.5%	7.9%	-	2.6%	-	-	-	38
Fish and Wildlife Conservation Commission	70.0%	25.0%	-	-	5.0%	-	-	-	20
Health	37.7%	44.2%	3.9%	3.9%	-	2.6%	5.2%	2.6%	77
Highway Safety and Motor Vehicles	41.7%	50.0%	8.3%	-	-	-	-	-	12
Juvenile Justice	38.1%	38.1%	14.3%	9.5%	-	-	-	-	21
Law Enforcement	68.4%	21.1%	5.3%	-	5.3%	-	-	-	19
Legal Affairs	52.0%	32.0%	4.0%	8.0%	-	4.0%	-	-	25
Management Services	55.0%	35.0%	10.0%	-	-	-	-	-	20
Military Affairs <sup>2</sup>	83.3%	-	-	-	-	-	16.7%	-	6
Office of the Governor <sup>2</sup>	55.0%	32.5%	-	2.5%	5.0%	2.5%	2.5%	-	40
Parole Commission	66.7%	33.3%	-	-	-	-	-	-	3
Public Service Commission	66.7%	22.2%	-	11.1%	-	-	-	-	9
Revenue	58.3%	33.3%	-	-	-	8.3%	-	-	12
State	46.2%	46.2%	-	-	-	7.7%	-	-	13
Transportation	60.7%	26.8%	1.8%	1.8%	3.6%	1.8%	1.8%	1.8%	56
Veterans' Affairs	70.0%	30.0%	-	-	-	-	-	-	10
<b>Total Employees</b>	<b>322</b>	<b>206</b>	<b>25</b>	<b>15</b>	<b>11</b>	<b>9</b>	<b>7</b>	<b>4</b>	<b>599</b>
<b>Percent of Total Employees</b>	<b>53.8%</b>	<b>34.4%</b>	<b>4.2%</b>	<b>2.5%</b>	<b>1.8%</b>	<b>1.5%</b>	<b>1.2%</b>	<b>0.7%</b>	<b>100%</b>

<sup>1</sup> "Other" includes Asian, Native American/Alaskan Native, Native Hawaiian/Other Pacific Islander, Balance (two or more races) or Unknown.

<sup>2</sup> These entities have employees in other pay plans which are not represented in this report. As these numbers only reflect part of the overall employees of these entities, use caution when drawing any conclusions regarding employee changes as they would have to be based upon a separate analysis.







# *Community Relations*



## *Community Relations Overview*

A number of state employees contribute to their communities in the form of monetary donations or volunteering their time for community service projects during work hours and outside of work hours.

Rule 60L-34.0071(3)(i), Florida Administrative Code, provides agency employees with the ability to participate in community service activities up to a maximum of five paid hours per calendar month. Community service activities may include, but not be limited to, mentoring, tutoring, guest speaking in a school, Guardian Ad Litem, Big Brother/Big Sister, Senior Corps, Adult Literacy, Meals on Wheels or any related service program that meets the needs of people.

In addition, Section 110.181, Florida Statutes, provides employees with an opportunity to participate in an annual fundraiser drive for the Florida State Employees' Charitable Campaign (FSECC). The FSECC is the only authorized fundraising activity for state employees within the work place and during work hours.

The following observations regarding the State Personnel System can be made from an analysis of the information in this section:

- For fiscal year 2008/2009, the employees at the Departments of Revenue, Corrections, Health, and Transportation reported the highest number of volunteer hours.
- The agencies with the highest percentage of employees reporting volunteer hours were the Department of Revenue (13.7 percent), the Public Service Commission (9.1 percent), and the Agency for Health Care Administration (6.8 percent).
- As of June 30, 2009, employees provided 22,150 hours of paid volunteer time and another 22,694 hours of unpaid volunteer time for community service activities.
- Over the past five years, the annual average dollar amount contributed in total to the FSECC by employees in the SPS was \$4,749,486.
- Employees contributed \$4,364,840 to the FSECC for 2008.
- Employee contributions to the FSECC for 2008 decreased by 10.4 percent from 2007.
- An average of \$41.87 per employee was contributed to the FSECC in 2008.

## Volunteer Hours by Agency As of June 30, 2009

The number of work hours an employee spends volunteering in a community service activity may be tracked on the employee's timesheet as administrative leave. Some employees may also use the timesheet to capture their personal time (unpaid hours) spent on community service activities; however, this is not a requirement. Therefore, the hours may not reflect a true representation of the total time employees actually volunteer.

### NUMBER OF REPORTED VOLUNTEER HOURS BY AGENCY

Agency	Administrative Leave (paid)	Personal Time (unpaid)	Total Hours	% Employees Reporting Hours
Agency for Health Care Administration	981.8	634.0	1,615.8	6.8%
Agency for Persons with Disabilities	299.5	1.5	301.0	3.3%
Agency for Workforce Innovation	214.5	-	214.5	1.8%
Agriculture and Consumer Services	417.3	35.8	453.0	1.6%
Business and Professional Regulation	314.3	741.5	1,055.8	4.2%
Children and Families	755.8	75.0	830.8	1.6%
Citrus	11.0	-	11.0	1.6%
Community Affairs	61.0	-	61.0	3.1%
Corrections	4,303.0	1,520.8	5,823.8	2.5%
Division of Administrative Hearings	40.0	-	40.0	1.5%
Education	850.3	499.5	1,349.8	3.6%
Elder Affairs	132.5	-	132.5	3.7%
Environmental Protection	1,002.3	1,537.5	2,539.8	2.8%
Financial Services	738.3	29.0	767.3	4.6%
Fish and Wildlife Conservation Commission	314.5	1,749.0	2,063.5	4.1%
Health	1,909.5	3,631.8	5,541.3	2.4%
Highway Safety and Motor Vehicles	559.5	422.8	982.3	2.7%
Juvenile Justice	398.3	2,182.8	2,581.0	1.9%
Law Enforcement	400.8	37.5	438.3	2.5%
Legal Affairs	204.0	-	204.0	3.9%
Management Services	210.3	136.8	347.0	4.3%
Military Affairs <sup>1</sup>	-	-	-	-
Office of the Governor <sup>1</sup>	13.0	-	13.0	3.6%
Parole Commission	28.5	8.0	36.5	5.3%
Public Service Commission	209.3	131.5	340.8	9.1%
Revenue	5,233.8	6,343.0	11,576.8	13.7%
School for the Deaf and the Blind <sup>1</sup>	8.0	-	8.0	0.9%
State	95.3	22.0	117.3	1.9%
Transportation	2,412.5	2,952.8	5,365.3	4.3%
Veterans' Affairs	31.8	2.0	33.8	0.7%
<b>Total Hours</b>	<b>22,150.0</b>	<b>22,694.3</b>	<b>44,844.3</b>	<b>3.2%</b>

The dollar equivalent of the administrative leave hours contributed by employees to the community in fiscal year 2008/2009 was \$410,218.00.<sup>2</sup>

<sup>1</sup> These entities have employees in other pay plans which are not represented in this report. As these numbers only reflect part of the overall employees of these entities, the total number of volunteer hours may not be reflected.

<sup>2</sup> This amount was based on the average hourly rate of \$18.52 for employees in the State Personnel System (\$38,517/2080 hours) as depicted in the Workforce Profile on page 18.

## *Florida State Employees' Charitable Campaign Contributions Raised<sup>1</sup> for Calendar Year 2008*

The FSECC is the only authorized solicitation of state employees allowed at the workplace. The Department of Management Services administers the FSECC in partnership with the FSECC Statewide Steering Committee, whose members are appointed by the governor, cabinet members, and the Department of Management Services' secretary. The United Way is contracted to manage the campaign and serves as the fiscal agent to collect and distribute the funds.

The combined campaign provides an organized and effective method by which employees can donate to charities of their choice, either through payroll deduction or a one-time gift. Charitable organizations are reviewed and screened by the steering committee to ensure they meet the eligibility requirements presented in Section 110.181, Florida Statutes.

Fiscal Agent Area	2004	2005	2006	2007	2008	2007-2008 % Change
Big Bend	2,232,069	2,431,613	2,403,712	2,370,368	2,171,285	-8.4%
Brevard	69,287	76,595	55,020	54,248	59,931	10.5%
Broward	181,112	215,686	228,953	259,628	153,198	-41.0%
Central Florida	124,009	111,271	106,515	106,234	83,541	-21.4%
Citrus	-	5,774	10,839	9,299	5,907	-36.5%
Collier	12,548	12,777	21,025	15,181	9,325	-38.6%
Escambia	91,428	88,218	99,654	90,254	76,583	-15.1%
Heart of Florida	325,733	368,584	377,538	293,915	288,905	-1.7%
Hernando	9,557	7,792	7,614	7,148	7,107	-0.6%
Indian River	14,583	13,767	13,244	13,067	11,847	-9.3%
Lake & Sumter	28,004	26,078	37,106	61,944	37,010	-40.3%
Lee	90,104	79,318	84,398	92,908	84,304	-9.3%
Marion	36,414	37,314	36,367	34,622	37,510	8.3%
Martin	15,145	12,846	13,928	12,646	14,493	14.6%
Miami-Dade	168,035	163,235	159,379	163,537	181,102	10.7%
Monroe	11,342	13,494	19,809	22,772	17,032	-25.2%
North Central Florida	161,284	167,968	158,055	163,593	159,785	-2.3%
Northeast Florida	197,867	249,952	262,405	246,921	191,991	-22.2%
Northwest Florida	173,728	161,938	173,488	179,641	149,679	-16.7%
Okaloosa & Walton	38,327	41,205	48,336	42,071	34,220	-18.7%
Okeechobee	3,755	2,108	6,556	3,838	4,058	5.7%
Palm Beach	97,400	104,632	112,095	114,811	90,220	-21.4%
Pasco	11,802	12,330	14,999	13,222	16,775	26.9%
Santa Rosa	18,816	20,013	25,458	23,982	25,282	5.4%
Sarasota	41,998	34,055	31,993	29,106	30,333	4.2%
St. Lucie	35,439	57,887	57,155	53,299	32,345	-39.3%
Suwannee Valley	63,342	79,393	70,714	65,170	60,437	-7.3%
Tampa Bay	250,303	267,280	226,422	219,712	224,799	2.3%
Volusia & Flagler	74,009	100,224	109,756	106,133	105,836	-0.3%
<b>Total</b>	<b>\$4,577,441</b>	<b>\$4,963,346</b>	<b>\$4,972,533<sup>2</sup></b>	<b>\$4,869,270<sup>2</sup></b>	<b>\$4,364,840</b>	<b>-10.4%</b>

<sup>1</sup> Contributions raised provided by the United Way of Florida.

<sup>2</sup> Estimated amounts reported for 2006 and 2007 have been adjusted to reflect actual amounts raised.



If you have any questions regarding the information contained in this report, please contact:

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