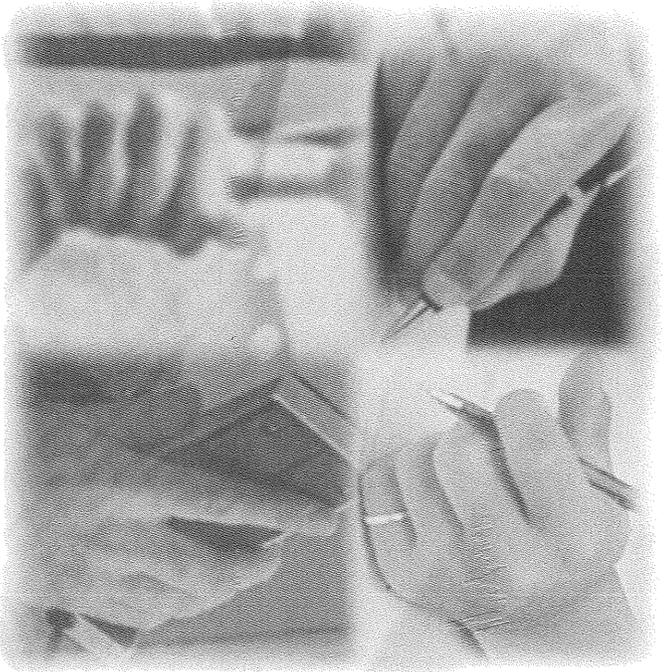


State of Minnesota
Workforce Report



Presented by the
Department of Employee Relations
March 2005



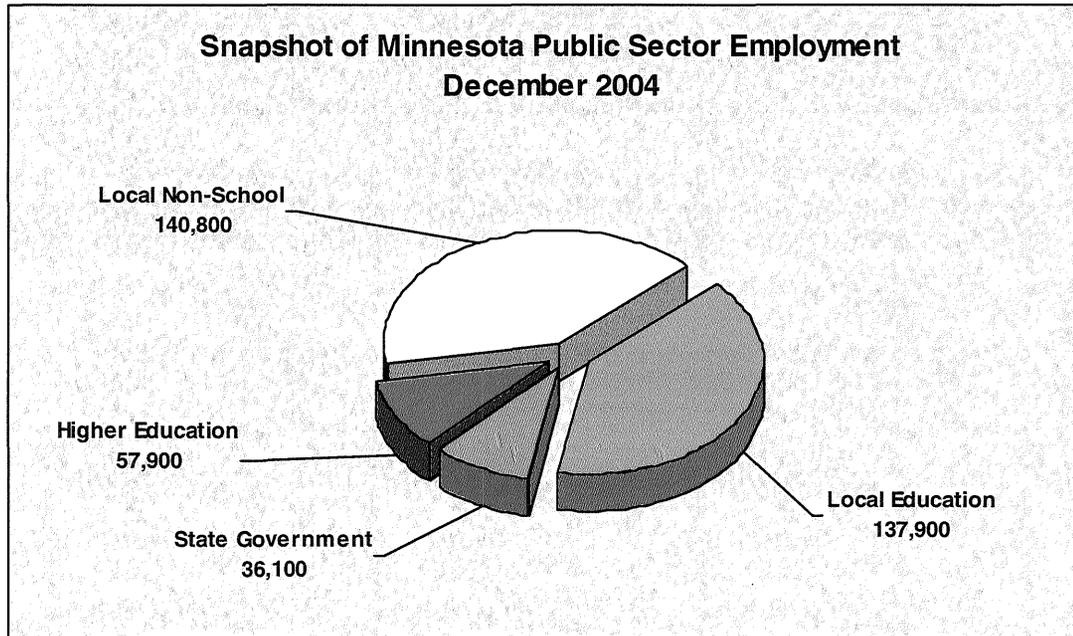
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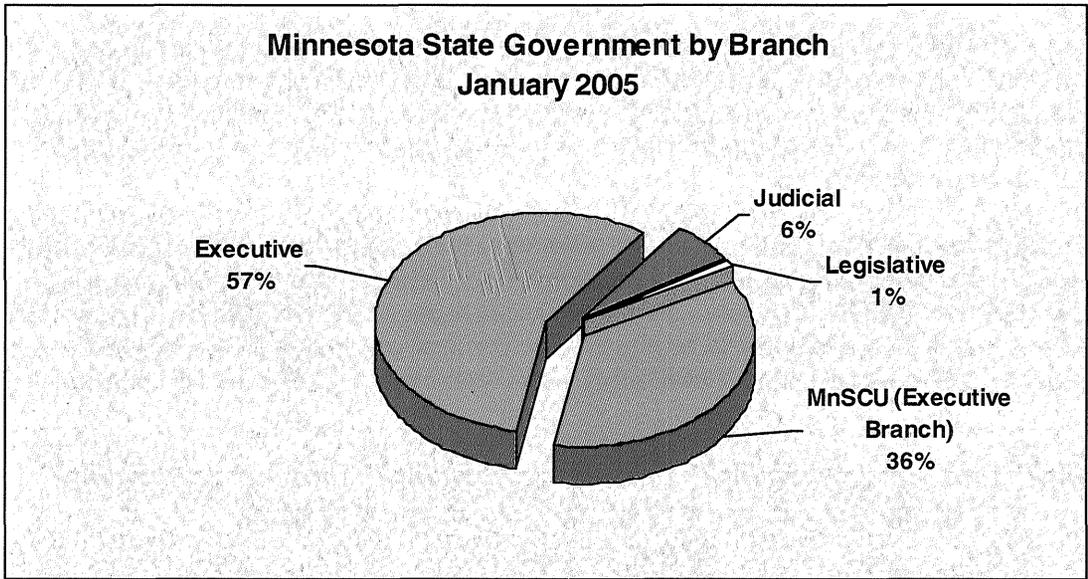
INTRODUCTION

The Department of Employee Relations (DOER) is the human resource management agency of Minnesota's executive branch of government. As the personnel and labor relations office, it assists all other agencies in issued relating to state employment. The mission of DOER is accomplished, in part, through a partnership with state agency resource professionals who are committed to continuous improvement of human resource professionals who are committed to the continuous improvement of human resource products and services that support state government in providing exceptional service to all citizens.

Specifically, DOER administers the state's merit system and provides a wide variety of human resource products and services to 120 state agencies, boards and commissions so they are able to achieve their missions; negotiates and administers labor agreements and develops and administers compensation plans covering over 49,000 state executive branch employees. DOER also develops and manages insurance benefits for over 120,000 state employees and their dependents and provides workers' compensation benefits for state workers. Both of these benefits are provided to all three branches of state government and quasi-state agencies including the Minnesota Historical Society and the Minnesota State Fair.



This chart illustrates public employment throughout the state of Minnesota.



The State of Minnesota is the largest single employer in the state – with over 49,000 executive branch employees including Minnesota State Colleges and Universities (MnSCU) employees. Minnesota Statute 43A.08 defines the Executive Branch as all agencies with statewide jurisdiction not in the legislative or judicial branches and specifically excludes the University of Minnesota and the retirement agencies.

This Workforce Report is intended to be a guide to executive branch employment. For the purposes of this report MnSCU is excluded unless otherwise noted. This is done because the nature of MnSCU's hiring tends to obscure the activity in state agencies. For example, MnSCU does not use the term FTE because the nature of academic employment does not lend itself to be counted in the same traditional manner as an office worker.

Executive Branch Statistical Highlights (excludes MnSCU)	
January 2005	
Full time equivalents (FTE) (fiscal year 2004 total)	30,287
Number of occupied full-time positions	26,950
Percent represented by a labor union	89.1%
Percent female	48.6%
Percent ethnic minorities	7.0%
Percent employees with a disability	6.2%
Average age	46.1
Average annual salary for a full-time employee	\$48,225
Hires (fiscal year 2004 total)	4,558
Layoffs (fiscal year 2004 total)	356
Retirements (fiscal year 2004 total)	776
Percent currently at the average retirement age	5.5%
Percent of the current workforce at average retirement age in Jan 2010	17.8%

EMPLOYEES

There are two methods through which the state is able to measure the size and nature of the state's workforce. Both methods have advantages and disadvantages. Which method is used will depend on what information is wanted. The methods most commonly used to count the number of executive branch employees are:

- **Full Time Equivalent (FTE)** - a calculation based on the number of hours the state paid its employees over a certain period of time. This method counts the number of paid hours and not the number of individuals employed or positions filled.
- **Appointment Count** - the number of filled positions or jobs. It does not count the number of individuals or the number of hours worked.

Highlights of state employment:

- Executive branch FTE decreased 6.1% from FY01 to FY04.
- In January 2005 there were 26,950 full-time, 3,442 part-time and 1,127 intermittent employees in the executive branch.
- In January 2005 full-time employment was 85.5% of all executive branch employment and was down 5.8% from January 2001.
- Labor unions represent 89% of executive branch employees.

Full-time Equivalent

Full-time equivalent – or FTE – is a calculation based on the number of hours the state paid its employees over a certain period of time. It is calculated by totaling the number of hours paid and dividing by the number of regular hours a full time employee would have worked for the reporting period. Because of this calculation method FTE also includes part time, seasonal, temporary, and overtime hours.

To better understand the implications of the FTE calculation, consider that:

- One employee may be counted as more than 1 FTE. Under this calculation a full-time employee works 2,088 hours in a year. That same employee might have worked 450 overtime hours during the year and so would be counted as 1.2 FTE (2,538 hours worked divided by 2,088 hours).
- Two part-time employees could be counted as 1 FTE or less. For example, one employee who worked 1,044 hours in a year and a second who worked 522 would be counted as .75 FTE.

Full-time Equivalents by Cabinet Level Agency FY01 – FY04

- Executive branch employment is down 6.1% (1,956.9 FTE) from FY01 to FY04.
- The areas that did not experience a decrease in FTE were Health, Housing Finance, Pollution Control, and Veterans Affairs.

FTE By Cabinet Level Agency	2001 FTE	2002 FTE	2003 FTE	2004 FTE	Change FY01 - FY04
Executive Branch Total	32,243.7	31,557.4	31,416.7	30,286.8	-6.1%
Cabinet Agency Total	29,294.5	28,654.5	28,530.0	27,574.0	-5.9%
Administration Dept (includes MN Planning)	992.7	978.9	932.9	841.1	-15.3%
Agriculture Dept	473.4	460.2	453.2	422.2	-10.8%
Bureau of Mediation Services	21.6	21.0	18.6	17.0	-21.3%
Commerce Dept (includes Public Service)	358.1	350.4	336.1	316	-11.8%
Corrections Dept	3,752.4	3,722.1	3,756.1	3,724.0	-0.8%
Education Department	544.5	519.5	488.0	403.8	-25.8%
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	1,936.9	1,927.8	1,962.8	1,884.0	-2.7%
Employee Relations Dept	210.5	201.8	176.9	148.5	-29.5%
Finance Dept (includes Treasurer)	196.3	189.7	183.6	157.0	-20.0%
Health Department	1,246.9	1,238.0	1,305.3	1,306.8	4.8%
Higher Education Services Off	78.7	77.4	73.0	68.7	-12.7%
Housing Finance Agency	181.2	183.9	190.8	182.9	0.9%
Human Rights Dept	58.7	56.5	53.4	45.2	-23.0%
Human Services Dept	6,122.0	6,030.8	6,022.0	6,100.5	-0.4%
Iron Range Resources & Rehab	130.7	114.4	99.2	90.5	-30.8%
Labor & Industry Department	384.4	372.4	364.4	342.8	-10.8%
Military Affairs Dept	291.5	260.4	235.3	250.8	-14.0%
Natural Resources Dept	2,922.4	2,826.0	2,725.4	2,595.7	-11.2%
Pollution Control Agency	748.5	696.3	730.9	758.8	1.4%
Public Safety Dept (includes Crime Victims Services Ctr)	2,006.2	1,998.3	2,027.0	1,967.3	-1.9%
Revenue Dept	1,142.9	1,108.4	1,141.8	1,129.2	-1.2%
Transportation Dept	5,461.4	5,288.2	5,222.5	4,788.0	-12.3%
Veterans Affairs Dept	32.6	32.1	30.8	33.2	1.8%

Appointment Count

Appointment count describes the number of occupied positions in each agency. An individual may hold more than one job and will be counted as more than one appointment. This method does not count how many individuals are employed by the state. Rather, it simply counts how many occupied positions there are in an agency at a point in time. For example, an employee could have two part time jobs with the state. Even though it is one person performing two jobs, that employee is considered to have two appointments.

Appointment Count by Full and Part-Time Employment

- Executive branch appointments are down 5.2% from January 2001 to January 2005.

Executive Branch Full-Time/ Part-Time Appointment Counts	January 2001		January 2002		January 2003		January 2004		January 2005		Change 2000 - 2005
	Appointment Count	Percent									
Executive Branch Total	33,251	100.0%	33,510	100.0%	32,799	100.0%	31,434	100.0%	31,519	100.0%	-5.2%
Full Time	28,619	86.1%	28,671	85.6%	28,185	85.9%	26,910	85.6%	26,950	85.5%	-5.8%
Part Time	3,472	10.4%	3,517	10.5%	3,553	10.8%	3,405	10.8%	3,442	10.9%	-0.9%
Intermittent	1,160	3.5%	1,322	3.9%	1,061	3.2%	1,119	3.6%	1,127	3.6%	-2.8%

Appointment Count by Cabinet Level Agency

- Cabinet agency appointments decreased by 4.8% from January 2001 to January 2005.

Appointment Count by Cabinet Level Agency	January 2001		January 2002		January 2003		January 2004		January 2005		Change 2001 - 2005
	Appointment Count	Percent									
Executive Branch Total	33,251	100.0%	33,510	100.0%	32,799	100.0%	31,434	100.0%	31,519	100.0%	-5.2%
Cabinet Agency Total	29,802	89.6%	30,082	89.8%	29,437	89.7%	28,257	89.9%	28,379	90.0%	-4.8%
Administration Dept (includes MN Planning)	1,008	3.0%	1,032	3.1%	954	2.9%	852	2.7%	840	2.7%	-16.7%
Agriculture Dept	525	1.6%	516	1.5%	494	1.5%	468	1.5%	465	1.5%	-11.4%
Bureau of Mediation Services	22	0.1%	22	0.1%	18	0.1%	17	0.1%	16	0.1%	-27.3%
Commerce Dept (includes Public Service)	366	1.1%	368	1.1%	347	1.1%	327	1.0%	340	1.1%	-7.1%
Corrections Dept	3,815	11.5%	3,823	11.4%	3,889	11.9%	3,845	12.2%	3,868	12.3%	1.4%
Education Department	557	1.7%	552	1.6%	506	1.5%	412	1.3%	428	1.4%	-23.2%
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	2,011	6.0%	2,030	6.1%	2,046	6.2%	1,944	6.2%	1,776	5.6%	-11.7%
Employee Relations Dept	321	1.0%	324	1.0%	200	0.6%	149	0.5%	147	0.5%	-54.2%
Finance Dept (includes Treasurer)	192	0.6%	189	0.6%	170	0.5%	157	0.5%	154	0.5%	-19.8%
Health Department	1,310	3.9%	1,323	3.9%	1,408	4.3%	1,367	4.3%	1,378	4.4%	5.2%
Higher Education Services Off	77	0.2%	112	0.3%	97	0.3%	74	0.2%	76	0.2%	-1.3%
Housing Finance Agency	188	0.6%	194	0.6%	193	0.6%	184	0.6%	183	0.6%	-2.7%
Human Rights Dept	60	0.2%	64	0.2%	60	0.2%	47	0.1%	45	0.1%	-25.0%
Human Services Dept	6,725	20.2%	6,874	20.5%	6,654	20.3%	6,735	21.4%	6,843	21.7%	1.8%
Iron Range Resources & Rehab	157	0.5%	155	0.5%	133	0.4%	131	0.4%	138	0.4%	-12.1%
Labor & Industry Department	395	1.2%	397	1.2%	380	1.2%	355	1.1%	345	1.1%	-12.7%
Military Affairs Dept	314	0.9%	294	0.9%	248	0.8%	260	0.8%	259	0.8%	-17.5%
Natural Resources Dept	2,512	7.6%	2,484	7.4%	2,402	7.3%	2,294	7.3%	2,323	7.4%	-7.5%
Pollution Control Agency	764	2.3%	734	2.2%	776	2.4%	771	2.5%	766	2.4%	0.3%
Public Safety Dept	1,990	6.0%	2,000	6.0%	1,990	6.1%	1,900	6.0%	1,915	6.1%	-3.8%
Revenue Dept	1,109	3.3%	1,119	3.3%	1,110	3.4%	1,113	3.5%	1,140	3.6%	2.8%
Transportation Dept	5,349	16.1%	5,441	16.2%	5,332	16.3%	4,819	15.3%	4,898	15.5%	-8.4%
Veterans Affairs Dept	35	0.1%	35	0.1%	30	0.1%	36	0.1%	36	0.1%	2.9%

Employment by Bargaining Unit (Represented and Un-represented)

The Public Employment Labor Relations Act (PELRA) grants public employees certain rights to organize and form a “union” or “labor union.” The legislature established separate units (or bargaining units) for State employees. The units listed as “unrepresented” do not have the right to organize and/or select a represented union. Those listed as “represented” have the right to select a representative and negotiate with the State of Minnesota on behalf of all of the employees in the unit.

- 89% of all executive branch employees were represented by a labor union as of January 2005.
- American Federation of State, County, and Municipal Employees (AFSCME), the largest state employee union, represented more than 14,000 executive branch employees in January 2005. AFSCME includes all appointments in bargaining units 202, 203, 204, 206, 207, and 208.

Executive Branch Appointments by Bargaining Unit	January 2001		January 2002		January 2003		January 2004		January 2005		Change 2001 - 2005
	Appointment Count	Percent									
Executive Branch Totals	33,251	100.0%	33,510	100.0%	32,799	100.0%	31,434	100.0%	31,519	100.0%	-5.2%
Represented	29,622	89.1%	29,736	88.7%	29,380	89.6%	28,087	89.4%	28,098	89.1%	-5.1%
201 MN Law Enforcement Assn	745	2.2%	737	2.2%	698	2.1%	696	2.2%	716	2.3%	-3.9%
202 Craft, Maintenance, Labor	2,302	6.9%	2,273	6.8%	2,132	6.5%	1,939	6.2%	1,971	6.3%	-14.4%
203 Service	1,354	4.1%	1,309	3.9%	1,174	3.6%	1,080	3.4%	1,081	3.4%	-20.2%
204 Health Care Non Professional	3,012	9.1%	3,077	9.2%	3,124	9.5%	3,180	10.1%	3,227	10.2%	7.1%
205 MN Nurses Association	814	2.4%	774	2.3%	741	2.3%	746	2.4%	738	2.3%	-9.3%
206 Clerical	4,446	13.4%	4,326	12.9%	4,067	12.4%	3,667	11.7%	3,513	11.1%	-21.0%
207 Technical	2,560	7.7%	2,551	7.6%	2,656	8.1%	2,497	7.9%	2,490	7.9%	-2.7%
208 Corrections Officers	1,711	5.1%	1,716	5.1%	1,788	5.5%	1,771	5.6%	1,781	5.7%	4.1%
212 MN Govt Engineers Council	899	2.7%	889	2.7%	904	2.8%	868	2.8%	881	2.8%	-2.0%
214 MN Assoc of Professional Empl	9,158	27.5%	9,434	28.2%	9,523	29.0%	9,171	29.2%	9,224	29.3%	0.7%
215 Residential Schools Education	170	0.5%	170	0.5%	163	0.5%	161	0.5%	169	0.5%	-0.6%
216 Middle Management Association	2,451	7.4%	2,480	7.4%	2,410	7.3%	2,311	7.4%	2,307	7.3%	-5.9%
Unrepresented	3,629	10.9%	3,774	11.3%	3,419	10.4%	3,347	10.6%	3,421	10.9%	-5.7%
213 Health Treatment Professional	56	0.2%	56	0.2%	62	0.2%	63	0.2%	66	0.2%	17.9%
217 Confidential	715	2.2%	712	2.1%	605	1.8%	579	1.8%	574	1.8%	-19.7%
218 Insufficient Work Time	835	2.5%	934	2.8%	801	2.4%	823	2.6%	872	2.8%	4.4%
219 Severed	180	0.5%	181	0.5%	190	0.6%	185	0.6%	190	0.6%	0.6%
220 Managerial Plan	1,272	3.8%	1,306	3.9%	1,261	3.8%	1,220	3.9%	1,245	3.9%	2.1%
221 Excluded All Others	571	1.7%	585	1.7%	500	1.5%	477	1.5%	474	1.5%	17.0%

Executive Branch Commissioners, Deputy Commissioners, and Assistant Commissioners

- Counts and salaries are based on March 1 of each year
- As of March 1, 2005, the executive branch had 25 commissioners, 22 deputy commissioners, and 35 assistant commissioners
- The count of commissioners, deputy commissioners, and assistant commissioners have dropped 17% from March 1996 to March 2005

Executive Branch Commissioner, Deputy Commissioner, and Asst. Commissioner Appointments	March 1996		March 1997		March 1998		March 1999		March 2000	
	Count	Average Salary								
Executive Branch Totals	99	\$68,868	103	\$71,144	102	\$85,724	95	\$89,175	103	\$93,940
Commissioners	28	66,330	27	67,364	28	94,445	28	94,445	27	98,619
Deputy Commissioners	26	69,058	27	72,935	26	84,789	23	88,810	28	95,662
Assistant Commissioners	45	70,337	49	72,241	48	81,143	44	86,012	48	90,303

Executive Branch Commissioner, Deputy Commissioner, and Asst. Commissioner Appointments	March 2001		March 2002		March 2003		March 2004		March 2005		Change 1996 - 2005	
	Count	Average Salary	Count	Average Salary	Count	Average Salary	Count	Average Salary	Count	Average Salary	Count	Average Salary
Executive Branch Totals	101	\$98,188	103	\$100,567	82	\$100,984	80	\$100,663	82	\$101,102	-17%	47%
Commissioners	27	103,752	27	103,752	24*	102,946	25*	103,172	25	103,377	-11%	56%
Deputy Commissioners	26	97,634	29	99,916	21	100,093	25	100,935	22	101,519	-12%	47%
Assistant Commissioners	48	95,359	47	99,138	37	100,271	30*	98,353	35*	99,159	-22%	41%

*Public Safety Commissioner Stanek (\$108,388 annual salary) and Assistant Commissioner Leslie (\$85,649 annual salary) paid through interchange of government employees with the Cities of Minneapolis and St. Paul, respectively. (MS 15.51-15.57) They are represented only in the Counts (Stanek in 03 & 04; Leslie in 04 & 05), but not the Avg Salary, on this summary page for purposes of computing the count change percentages.

EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION

The State of Minnesota is committed to maintaining a human resource system that promotes diversity and equal employment opportunities and prohibits discrimination. Executive Branch statistics show a workforce that reflects Minnesota’s working population. According to Minnesota Statutes 43A.19 and 43A.191, state agencies are required to have Affirmative Action (AA) Plans addressing employment for women, minorities and people with a disability. While state agencies are required to analyze the percentage of women, minorities and people with a disability in their workforce, the information is voluntarily provided by employees. This means, for example, an employee who is Hispanic may choose not to report and so will be counted as “non-minority” (someone who is not a minority member).

In this chapter the executive branch workforce is compared to the entire workforce in the state of Minnesota. Minnesota’s labor force means all working people in the state as a whole (including both public and private sector employees).

This section shows that in January 2005:

- 47.4% of the Minnesota’s entire labor force are women.
- 48.6% of executive branch appointments are filled by women.

- 8.3% of the Minnesota’s entire labor force are minorities.
- 7.0 % of executive branch appointments are filled by minorities.

- 14.6% of Minnesota’s entire labor force reports having a disability.
- 6.2% of the executive branch workforce reports having a disability.

State of Minnesota Population and Labor Force Compared to Executive Branch Appointments (as of January 2005)	Total Population	Women		Minorities		People with Disability	
		Count	Percent	Count	Percent	Count	Percent
Total MN Population All Ages (2000 Census)	4,919,479	2,483,848	50.5%	582,336	11.8%	679,236	13.8%
Mn Population Age 16 Years of Older who are in the Labor Force (2000 Census)	2,691,709	1,275,413	47.7%	222,951	8.3%	392,313	14.6%
Executive Branch Workforce January 2005	31,519	15,318	48.6%	2,209	7.0%	1,963	6.2%

AGE

State of Minnesota employees are older than most workforces. This has many implications for state employment. For example, health care costs for older workers traditionally tend to be higher than for younger workers. In the next five years up to 10 percent of the workforce will reach retirement age. Larger groups of employees will reach retirement age in the next fifteen years.

Executive branch employees, on average, are six years older than the average Minnesota worker:

- 39.3 years of age is the average age of Minnesota’s workforce (2000 Census data).
- 46.1 years of age is the average age of the executive branch workforce (January 2005).

Potentially, ten percent of the executive branch may retire in the next five years:

- 61 years of age is the average age of retirement for executive branch employees (January 2005).
- 5.5% of the executive branch workforce is currently 61 or older (January 2005).
- 17.8 % of the current executive branch work force will be 61 or older by January 2010.

Average Age by Gender

- Male employees, on average, are almost a year older than female employees.

Age of Employees by Gender	January 2001	January 2002	January 2003	January 2004	January 2005	Change 2001 - 2005
	Average Age					
Executive Branch Average	44.6	44.8	45.3	45.8	46.1	3.4%
Female	43.7	44.0	44.6	45.2	45.6	4.3%
Male	45.4	45.7	45.9	46.4	46.6	2.6%

Average Age of Cabinet Level Agencies

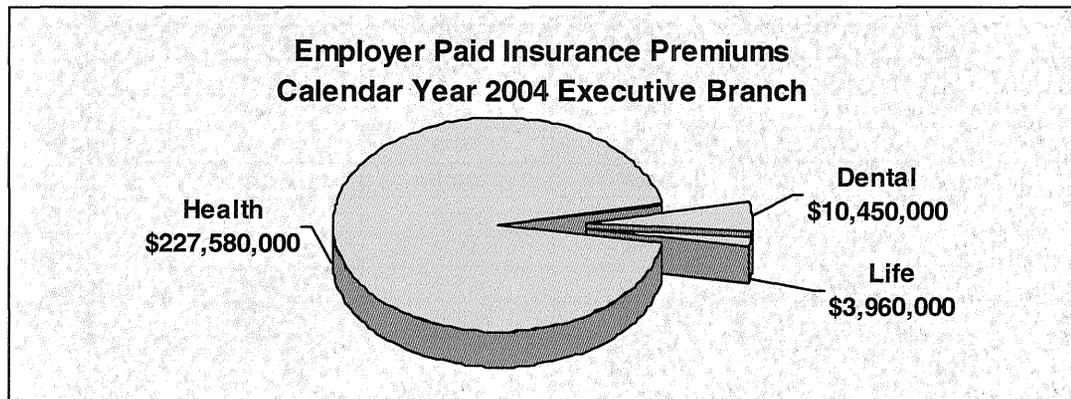
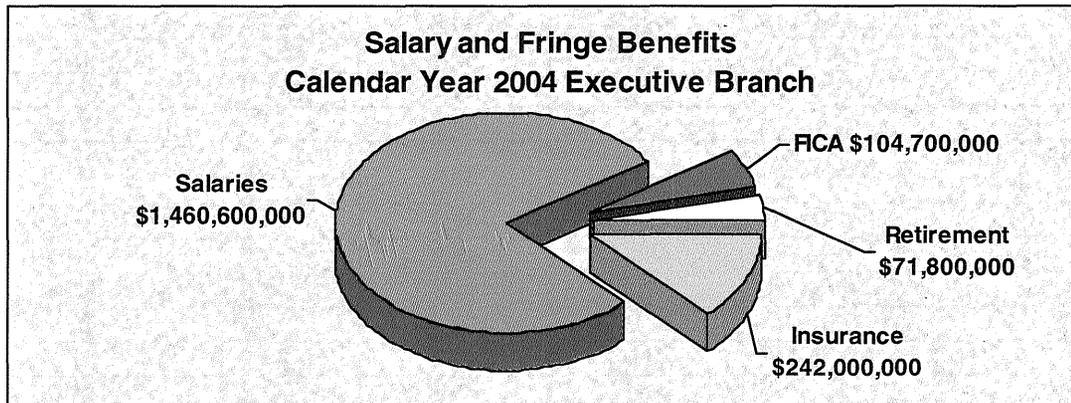
- The average age of an employee in a cabinet agency was 46.1 years old as of January 2005.

Average Age by Cabinet Level Agency	January 2001	January 2002	January 2003	January 2004	January 2005	Change 2001 - 2005
	Average Age					
Executive Branch Average	44.6	44.8	45.3	45.8	46.1	3.4%
Cabinet Agency Average	44.7	44.9	45.3	45.9	46.1	3.1%
Administration Dept (includes MN Planning)	45.9	46.5	47.5	48.8	49.2	7.2%
Agriculture Dept	46.3	46.8	47.4	48.2	48.6	5.0%
Bureau of Mediation Services	54.4	54.8	55.0	54.3	54.1	-0.6%
Commerce Dept (includes Public Service)	45.4	46.5	47.6	48.5	48.4	6.6%
Corrections Dept	41.4	41.7	42.3	42.6	43.0	3.9%
Education Department	46.5	47.4	48.6	49.3	49.6	6.7%
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	48.4	48.5	48.5	49.2	50.0	3.3%
Employee Relations Dept	45.9	45.4	46.3	47.3	48.0	4.6%
Finance Dept (includes Treasurer)	44.6	45.5	46.2	47.0	47.7	7.0%
Health Department	44.5	44.8	44.8	45.5	45.9	3.1%
Higher Education Services Off	40.3	37.5	39.0	42.3	42.5	5.5%
Housing Finance Agency	43.9	44.9	45.7	46.7	47.8	8.9%
Human Rights Dept	45.1	45.5	47.2	47.2	47.6	5.5%
Human Services Dept	44.7	44.7	45.2	45.5	45.6	2.0%
Iron Range Resources & Rehab	36.3	36.4	38.8	36.8	36.8	1.4%
Labor & Industry Department	45.4	46.3	47.1	47.7	48.0	5.7%
Military Affairs Dept	44.8	46.2	45.7	45.1	46.0	2.7%
Natural Resources Dept	45.1	45.3	45.8	46.5	46.9	4.0%
Pollution Control Agency	43.4	44.4	44.1	45.1	45.9	5.8%
Public Safety Dept	43.2	43.2	43.8	44.3	44.7	3.5%
Revenue Dept	47.4	47.6	47.5	47.6	47.2	-0.4%
Transportation Dept	45.3	45.4	45.8	46.8	46.8	3.3%
Veterans Affairs Dept	48.7	46.5	48.0	48.7	47.3	-2.9%

WAGES AND BENEFITS

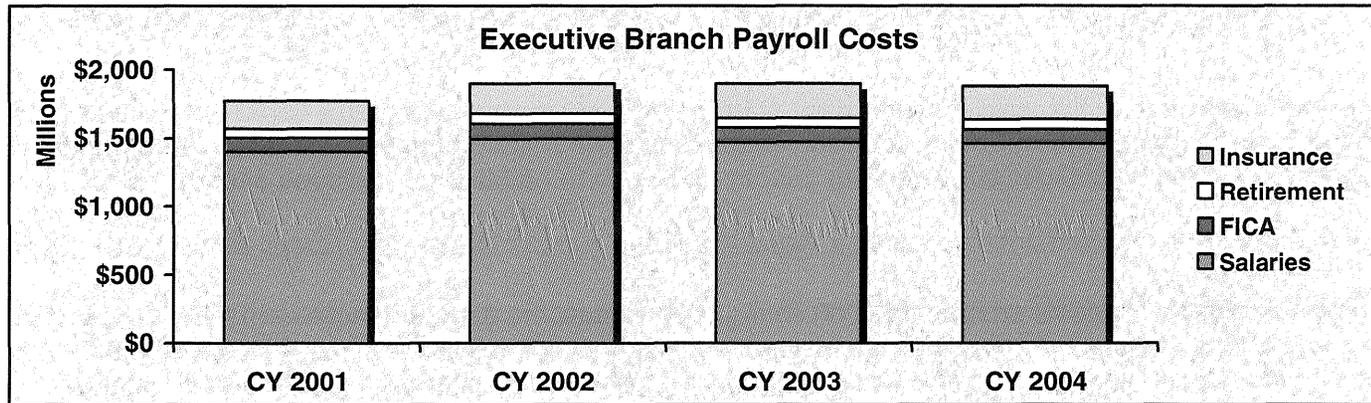
The negotiated bargaining agreements and compensation plans dictate the amount the state pays its employees and the insurance benefits that are provided. This section describes the total compensation paid to employees as well as the premiums paid for health, dental, and life insurance coverage.

- \$1,879,000,000 was spent on the Executive Branch employee payroll in CY 2004 (including wages, FICA, and benefits).
- \$242,000,000 in health, dental and life coverage premiums were collected from Executive Branch agencies in CY 2004.



Total Compensation Costs (Total Payroll)

- The total compensation cost increased by \$106.6 million from calendar year 2001 to calendar year 2004.



Executive Branch Payroll Costs	CY 2001	CY 2002	CY 2003	CY 2004	Change CY01 - CY04
Total Compensation Costs	\$1,772,500,000	\$1,896,900,000	\$1,896,900,000	\$1,879,100,000	6.0%
Employees' Salaries	1,400,550,000	1,495,700,000	1,469,300,000	1,460,600,000	4.3%
Employer's Contributions to FICA Taxes	100,900,000	108,100,000	106,100,000	104,700,000	3.8%
Employer's Contributions to Retirement	68,750,000	73,800,000	72,300,000	71,800,000	4.4%
Employer's Contributions to Insurance Premiums	202,300,000	219,300,000	249,200,000	242,000,000	19.6%

Wages

State employees are generally eligible for two types of pay increases. The first is an across the board pay increase. These increases are bargained for the represented bargaining units and similarly awarded to the unrepresented units. The second increase is a step or progression increase. These are performance based. Represented employees are eligible for these if they receive a satisfactory or better performance review and if they are not at the top of their pay range. The pay ranges determine the amount of the increase and the pay ranges are bargained. Unrepresented employees are eligible for a performance based salary increase if they receive a satisfactory or better performance review and if they are not at the top of their pay range and if their compensation plans allows.

- The total employee salary cost increased by \$60.6 million from calendar year 2001 to calendar year 2004.
- \$48,225 was the average wage of a full-time executive branch employee.

Benefits

The State Employee Group Insurance Program (SEGIP) administers an insurance benefit program for state employees in all three branches of government as well as their dependents; retirees and their dependents; and workers employed by certain quasi-state agencies (including the State Fair and the Historical Society) and their dependents. The program works with insurance carriers to obtain health, dental, life, and disability coverage.

Employee health insurance costs account for the largest share of the state's employee insurance benefits costs. In the late 1990s, SEGIP and many other employers, experienced large health insurance costs increases. The state's share of health insurance costs per employee grew more than 80% in four years, rising from \$3,260 per employee per year in 1997 to over \$5,881 per employee per year in 2001.

In response to these cost increases, the Department of Employee Relations took a number of significant steps to bring about greater health care cost containment:

- Became a fully self-insured health benefits program in 2000 so that it could assume a more direct role in managing costs.
- Bargained and implemented a unique, innovative new employee health benefits program known as Advantage in the 2001 round of collective bargaining. Like many other programs, Advantage introduced higher levels of employee cost sharing so that purchasers could directly impact the cost. But unique to Advantage, the program assigns health care providers to cost levels based on their costs of delivering care and as negotiated in bargaining. Employees choose their primary care clinic of their choice, but pay more in copays, deductible, and coinsurance if they choose a higher cost clinic. Advantage immediately saved the state millions of dollars in health care costs and provided a valuable, flexible tool for long term health care cost containment by making the consumer more aware of the associated costs.

After two years under the Advantage program, it was clear the program was successfully saving the state's and employees' health care dollars:

- In 2004, Advantage experienced an increase of 9.98%, well below the national average rates of increase of 14% or more.
- In the 2003 round of collective bargaining, the state negotiated further changes in employee cost sharing and other modifications to Advantage for calendar years 2004 and 2005. The additional health care cost containment resulted in savings to the state of an estimated \$55 million over the FY 04-05 biennium compared with making no changes.

There are several optional insurance and benefit plans that employees may choose to purchase that are fully employee paid. These are:

- Additional Life Insurance
- Accidental Death and Dismemberment
- Long Term Disability
- Short Term Disability
- Long Term Care Insurance
- Pre Tax Accounts: insurance premiums, health, dental, dependent care, transit and parking

SEGIP Premiums for Calendar Year 2004

SEGIP collects premiums from both the employing agency and the employee. The charts below detail the total premiums collected for all branches of government and all participants.

- Program includes all branches of state government as well as MnSCU, quasi-state agencies, retirees, dependents.
- Total state paid health, dental, life and disability premiums (including all branches, MnSCU, and quasi-state agencies) was \$391,335,000 in CY 2004.
- 90.8% of health insurance premiums were paid by the employer.
- 67.7% of dental care premiums were paid by the employer.
- 97.2% of basic life & disability premiums were paid by the employer

Coverage	CY 2004 Insurance Premiums by Employer and Employee Contribution				
	Total Program	Total Employer Paid	% of Total Program	Employee Paid	% of Total Program
Totals*	\$437,176,000	\$391,335,000	89.5%	\$45,841,000	10.5%
Health Care	402,947,000	365,901,000	90.8%	37,046,000	9.2%
Dental Care	26,543,000	17,961,000	67.7%	8,582,000	32.3%
Basic Life & Disability	7,686,000	7,473,000	97.2%	213,000	2.8%

*Totals may not add up due to rounding

SEGIP Premiums for Calendar Year 2005

- Program includes all branches of state government as well as MnSCU, quasi-state agencies, retirees, dependents.
- Total state paid health, dental, life and disability premiums (including all branches, MnSCU, and quasi-state agencies) will be \$437,200,000 in CY 2005.
- 91.3% of health insurance premiums will be paid by the employer.
- 67.7% of dental care premiums will be paid by the employer.
- 97.3% of basic life & disability premiums will be paid by the employer.

Coverage	CY 2005 Insurance Premiums by Employer and Employee Contribution				
	Total Program	Total Employer Paid	% of Total Program	Employee Paid	% of Total Program
Totals*	\$485,700,000	\$437,200,000	90.0%	\$48,500,000	10.0%
Health Care	450,500,000	411,200,000	91.3%	39,300,000	8.7%
Dental Care	27,900,000	18,900,000	67.7%	9,000,000	32.3%
Basic Life & Disability	7,400,000	7,200,000	97.3%	200,000	2.7%

*Totals may not add up due to rounding

Health Benefits

The state's health plan, the Minnesota Advantage Health Plan, is administered by three health insurance carrier administrators: HealthPartners, PreferredOne, and Blue Cross Blue Shield of Minnesota. The premium is the same for all agencies and employees, regardless of the carrier administrator chosen.

The Minnesota Advantage Health Plan is available to all branches of state government as well as quasi governmental agencies such as the Minnesota State Fair, the Historical Society and the labor unions representing state employees. In addition to employees, the program is also open to retirees and eligible dependents of employees and retirees.

Premiums Paid for Health Care Coverage of Full-time Employees

The amount the state pays for full-time employees is stated on the chart below. Part-time employees are provided health insurance on a pro-rated basis depending on the number of hours worked and in accordance with the applicable bargaining agreement or plan.

- Health care premiums increased 41.1% from CY 2002 to CY 2005.

Monthly Health Plan Premiums	Employee Only Coverage					Family Coverage				
	CY 2002	CY 2003	CY 2004	CY 2005	Change CY02-CY05	CY 2002	CY 2003	CY 2004	CY 2005	Change CY02-CY05
Total Cost	\$261.44	\$304.16	\$320.20	\$368.68	41.1%	\$768.81	\$894.44	\$941.60	\$1,084.16	41.1%
Employer Cost	261.44	304.16	320.20	368.68	41.1%	718.07	835.41	848.40	976.84	36.1%
Employee Cost	0.00	0.00	0.00	0.00	-	50.74	59.03	93.20	107.32	211.5%

Dental Benefits

The dental plan offers three different providers with three different benefits and associated premiums. The increase from CY 2002 to CY 2005 varied from plan to plan and from that paid by the employer and the employee.

Premiums Paid for Dental Care Coverage of Full-time Employees

Monthly Dental Plan Premiums	Employee Only Coverage					Family Coverage				
	CY 2002	CY 2003	CY 2004	CY 2005	Change CY02-CY05	CY 2002	CY 2003	CY 2004	CY 2005	Change CY02-CY05
Blue Plus Dental Total Cost	\$25.21	\$28.75	\$20.96	\$23.46	-6.9%	\$74.48	\$89.24	\$60.90	\$68.30	-8.3%
Employer Cost	25.21	28.75	19.10	20.66	-18.0%	51.02	57.09	39.86	43.14	-15.4%
Employee Cost	0.00	0.00	1.86	2.80	-	23.46	32.15	21.04	25.16	7.2%
Delta Dental Total Cost	\$26.18	\$28.96	\$21.22	\$22.96	-12.3%	\$77.79	\$85.63	\$62.74	\$67.92	-12.7%
Employer Cost	26.18	28.96	19.10	20.66	-21.1%	51.99	57.3	39.86	43.14	-17.0%
Employee Cost	0.00	0.00	2.12	2.30	-	25.80	28.33	22.88	24.78	-4.0%
HealthPartners Dental Total Cost	\$25.68	\$27.38	\$21.14	\$22.94	-10.7%	\$76.56	\$81.63	\$62.56	\$67.88	-11.3%
Employer Cost	25.68	27.38	19.10	20.66	-19.5%	51.49	55.72	39.86	43.14	-16.2%
Employee Cost	0.00	0.00	2.04	2.28	-	25.07	25.91	22.70	24.74	-1.3%

SICK AND VACATION LEAVE

Full-time executive branch state employees earn four hours of sick leave per pay period and between four and nine hours of vacation leave per pay period (depending on the governing plan or labor agreement and length of service). Part-time employees receive a prorated amount of sick and vacation leave according to their bargaining agreement or plan.

An employee is able to use sick leave for:

- illness, disability or medical, chiropractic or dental care of the employee or of the employee's family members (living in the same household) or eligible dependents (whether they live with the employee or not).
- the employee's exposure to contagious disease which endangers the health of other persons.
- the birth or adoption of a child; and doctor certification that the employee is unable to work due to pregnancy.
- to attend the funeral of a close relative, stepchild, ward, or parent or grandparent of the spouse.
- to arrange for necessary nursing care for members of the family, not to exceed five days.

Executive branch sick leave used in FY 2004:

- 2,283,452 hours
- 75 hours or 9.4 days per full-time equivalent
- \$66,412,891 was the value of sick leave used during FY 2004

Executive branch vacation leave used in FY 2004:

- 5,248,642 hours
- 173 hours or 21.6 days per full-time equivalent
- \$160,513,382 was the value of vacation leave used during FY 2004

Sick Leave

Executive branch employees may accumulate a limited number of sick leave hours. Hours accumulated are not paid unless they are used as allowable sick leave or are paid as severance when the employee leaves state service. Severance is calculated as a percent of the employee's accumulated sick leave hours and are paid at the employee's current rate of pay. Exact amounts vary depending on bargaining agreement or plan.

- Total executive branch sick leave used in FY 2004 was 2,283,452 hours.
- Sick leave used in FY 2004 increased by 1.4% per FTE over sick leave used in FY 2003.
- Sick leave usage has increased 4.2% per FTE from FY 2001 to FY 2004.

Executive Branch Sick Leave Usage	FTE Total	Total Sick Leave Hours Used	Sick Leave Hours Used per FTE	Total Compensation for Used Hours	Total Compensation per FTE
Fiscal Year 2004	30,287	2,283,452	75	\$66,412,891	\$2,193
Fiscal Year 2003	31,417	2,326,260	74	\$66,112,030	\$2,104
Fiscal Year 2002	31,557	2,317,452	73	\$62,046,800	\$1,966
Fiscal Year 2001	32,244	2,310,845	72	\$59,494,210	\$1,845

Vacation Leave

- Total executive branch vacation leave used in FY 2004 was 5,248,642 hours.
- Vacation leave used in FY 2004 increased by 1.8% per FTE over vacation leave used in FY 2003.
- Vacation leave usage has increased 8.8% per FTE from FY 2001 to FY 2004.

Executive Branch Vacation Leave Usage	FTE Total	Total Vacation Leave Hours Used	Vacation Leave Hours Used per FTE	Total Compensation for Used Hours	Total Compensation per FTE
Fiscal Year 2004	30,287	5,248,642	173	\$160,513,382	\$5,300
Fiscal Year 2003	31,417	5,341,144	170	\$160,257,940	\$5,101
Fiscal Year 2002	31,557	5,122,566	162	\$144,973,621	\$4,594
Fiscal Year 2001	32,244	5,116,040	159	\$138,929,048	\$4,309

MOBILITY

Mobility refers to any change in employment including events ranging from new hires to layoffs and retirement. There are many factors affecting employee mobility including funding, dynamics of state programs, fluctuations in occupational needs, uniqueness of individual employees, as well as the external labor market conditions and the availability of other employment.

For the executive branch, from FY 2001 to FY 2004:

- Hiring was down 28.2%.
- Layoffs increased 727.9%.
- Resignations decreased 23.3%.

Statewide Hires

Statewide Hires	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	6,348	5,145	3,964	4,558	-28.2%

Statewide Separations

A separation is when an employee leaves state employment, due to any reason, including retirement, layoff, death, and resignation.

- Voluntary separations were down 23.3% while involuntary separations were up 10.6%

Statewide Separations by Type	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	5,641	5,776	5,183	4,740	-16.0%
Voluntary Statewide Separations	2,262	1,992	1,790	1,735	-23.3%
Involuntary Statewide Separations	331	310	293	366	10.6%
Layoffs	43	219	739	356	727.9%
Retirements	778	672	722	776	-0.3%
Deaths	72	47	48	57	-20.8%
Other Separations	2,155	2,536	1,591	1,450	-32.7%

Voluntary Statewide Separations by Agency

Voluntary Statewide Separations by Cabinet Level Agency	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	2,262	1,992	1,790	1,735	-23.3%
Cabinet Agency Total	1,810	1,632	1,498	1,433	-20.8%
Administration Dept (includes MN Planning)	55	52	36	40	
Agriculture Dept	45	42	29	25	
Bureau of Mediation Services	-	3	-	-	
Commerce Dept (includes Public Service)	16	16	14	12	
Corrections Dept	264	273	186	203	
Education Department	37	18	16	22	
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	80	55	52	65	
Employee Relations Dept	11	7	4	12	
Finance Dept (includes Treasurer)	9	10	6	5	
Health Department	130	115	158	90	
Higher Education Services Off	9	12	13	8	
Housing Finance Agency	10	7	3	13	
Human Rights Dept	7	3	2	3	
Human Services Dept	492	522	455	430	
Iron Range Resources & Rehab	3	4	1	4	
Labor & Industry Department	15	23	18	17	
Military Affairs Dept	15	12	8	17	
Natural Resources Dept	139	172	193	170	
Pollution Control Agency	47	25	17	23	
Public Safety Dept	91	55	66	81	
Revenue Dept	73	37	76	72	
Transportation Dept	261	166	145	117	
Veterans Affairs Dept	1	3	-	4	

Involuntary Statewide Separations by Agency

Involuntary Statewide Separations by Cabinet Level Agency	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	331	310	293	366	10.6%
Cabinet Agency Total	283	262	237	239	-15.5%
Administration Dept (includes MN Planning)	13	11	3	13	
Agriculture Dept	6	9	7	1	
Bureau of Mediation Services	-	-	-	-	
Commerce Dept (includes Public Service)	2	1	2	2	
Corrections Dept	36	38	51	29	
Education Department	-	1	1	1	
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	3	5	8	1	
Employee Relations Dept	1	2	1	-	
Finance Dept (includes Treasurer)	4	2	-	-	
Health Department	12	6	6	7	
Higher Education Services Off	-	-	-	-	
Housing Finance Agency	1	1	1	1	
Human Rights Dept	1	-	1	-	
Human Services Dept	115	113	99	147	
Iron Range Resources & Rehab	-	1	-	-	
Labor & Industry Department	3	5	-	2	
Military Affairs Dept	20	8	8	1	
Natural Resources Dept	17	6	15	7	
Pollution Control Agency	-	3	1	4	
Public Safety Dept	10	11	12	3	
Revenue Dept	14	14	12	3	
Transportation Dept	25	24	9	17	
Veterans Affairs Dept	-	1	-	-	

Layoffs by Cabinet Level Agency

Layoffs by Cabinet Level Agency	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	43	219	739	356	727.9%
Cabinet Agency Total	38	208	677	237	523.7%
Administration Dept (includes MN Planning)	-	34	80	13	
Agriculture Dept	2	2	14	-	
Bureau of Mediation Services	-	1	1	2	
Commerce Dept (includes Public Service)	-	1	28	3	
Corrections Dept	13	11	43	11	
Education Department	-	16	28	4	
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	1	21	15	31	
Employee Relations Dept	-	11	32	3	
Finance Dept (includes Treasurer)	-	-	7	1	
Health Department	6	1	12	2	
Higher Education Services Off	-	-	-	-	
Housing Finance Agency	-	-	-	-	
Human Rights Dept	-	-	2	-	
Human Services Dept	4	17	44	16	
Iron Range Resources & Rehab	-	2	3	7	
Labor & Industry Department	2	6	17	3	
Military Affairs Dept	-	51	-	-	
Natural Resources Dept	3	11	74	21	
Pollution Control Agency	-	-	1	1	
Public Safety Dept	1	2	6	58	
Revenue Dept	3	19	27	13	
Transportation Dept	3	2	242	48	
Veterans Affairs Dept	-	-	1	-	

Retirements by Cabinet Level Agency

Retirements by Cabinet Level Agency	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Executive Branch Total	778	672	722	776	-0.3%
Cabinet Agency Total	741	650	676	739	-0.3%
Administration Dept (includes MN Planning)	19	13	14	30	
Agriculture Dept	8	9	17	8	
Bureau of Mediation Services	-	1	3	-	
Commerce Dept (includes Public Service)	5	5	8	5	
Corrections Dept	82	102	97	101	
Education Department	9	16	7	14	
Employ & Econ Development Dept (combines Econ Security and Trade & Econ Development)	55	34	51	61	
Employee Relations Dept	3	1	1	3	
Finance Dept (includes Treasurer)	4	4	9	4	
Health Department	26	18	22	26	
Higher Education Services Off	-	-	1	1	
Housing Finance Agency	1	-	-	2	
Human Rights Dept	-	-	3	2	
Human Services Dept	152	180	132	150	
Iron Range Resources & Rehab	1	2	1	-	
Labor & Industry Department	10	3	5	5	
Military Affairs Dept	5	8	9	8	
Natural Resources Dept	96	45	82	51	
Pollution Control Agency	3	5	9	4	
Public Safety Dept	62	44	33	46	
Revenue Dept	36	27	47	27	
Transportation Dept	160	132	123	190	
Veterans Affairs Dept	4	1	2	1	

ADDENDUM

Executive Branch Length of Service

- Average length of service for an executive branch employee is 13.4 years

Executive Branch Average Length of Service	January 2001	January 2002	January 2003	January 2004	January 2005
Executive Branch Average	12.44	12.54	12.82	13.12	13.38

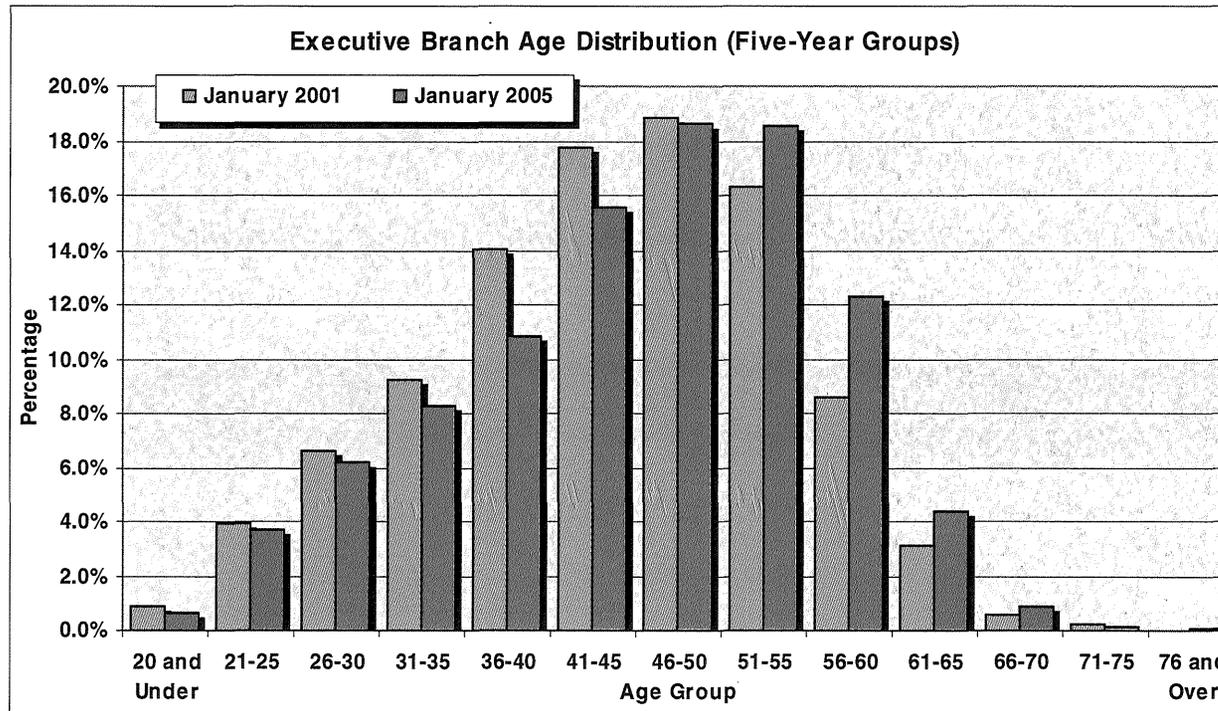
Average Annual Earnings per FTE

- Average annual earnings per FTE include overtime, differentials and other wage related earnings (does not include benefits FICA or retirement).

Executive Branch Average Annual Salary	FY 2001	FY 2002	FY 2003	FY 2004	Change FY01-FY04
Executive Branch Average	\$43,300	\$45,700	\$47,300	\$48,225	11.38%

Age Distribution

- Average age of retirement is 61
- 5.5% of the current workforce is at or above the average age of retirement
- 17.8% of the current workforce will reach the average age of retirement by the year 2010
- 36.3% of the current workforce will reach the average age of retirement by the year 2015



Layoffs by Union/Plan and Bargaining Unit

Includes only classified appointments – unclassified appointments are processed differently and not considered a layoff. Thus the unrepresented plans do not contain all eliminated positions.

Layoffs by Union/Plan and Bargaining Unit		FY 2001	FY 2002	FY 2003	FY 2004	Change FY01 - FY04
Union/Plan	Bargaining Unit					
Executive Branch Total		43	219	739	356	727.9%
AFSCME	202 Craft, Maintenance, Labor	-	13	26	6	
AFSCME	203 Service	2	53	50	19	
AFSCME	204 Health Care Non Professional	-	6	7	5	
AFSCME	206 Clerical	12	47	161	121	
AFSCME	207 Technical		6	62	22	
AFSCME	208 Corrections Officers	-	-	1	-	
Middle Management Association	216 Middle Management Association	6	14	67	35	
MN Assoc of Professional Empl	214 MN Assoc of Professional Empl	16	54	254	101	
MN Govt Engineers Council	212 MN Govt Engineers Council	1	-	8	3	
MN Law Enforcement Assn	201 MN Law Enforcement Assn	-	-	-	-	
MN Nurses Association	205 MN Nurses Association	-	1	6	-	
Residential Schools Education	215 Residential Schools Education	2	-	1	1	
Un-represented Commissioner's Plan	213 Health Treatment Professional	-	-	-	-	
Un-represented Commissioner's Plan	217 Confidential	1	11	51	3	
Un-represented Commissioner's Plan	218 Insufficient Work Time	-	4	7	7	
Un-represented Commissioner's Plan	219 Severed	1	-	3	-	
Un-represented Managers	220 Manager	2	9	35	28	
Un-represented Other Plans	221 Excluded All Others	-	1	-	5	

Executive Branch Turnover by Job Class

This turnover report compares the number of appointments as of January 2004 and all voluntary resignations from state service by job class. This report includes only full time unlimited appointments and excludes the Insufficient Work Time bargaining unit (218). Any job class not listed in this report did not have any voluntary resignations from it.

Executive Branch Turnover by Job Class		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
Executive Branch Total		29,078	1,109	3.81%
201 - MN Law Enforcement Assn	State Patrol Trooper	457	7	1.53%
202 - Craft, Maintenance, Labor	Carpenter	44	2	4.55%
202 - Craft, Maintenance, Labor	Corr Mnfrng Spec-Trnsp&Ware	8	1	12.50%
202 - Craft, Maintenance, Labor	Electrician	29	1	3.45%
202 - Craft, Maintenance, Labor	Heavy Equip Mechanic	114	2	1.75%
202 - Craft, Maintenance, Labor	Laborer Trades & Equipment	74	2	2.70%
202 - Craft, Maintenance, Labor	Plant Mntc Engineer	72	2	2.78%
202 - Craft, Maintenance, Labor	Plasterer	-	1	0.00%
202 - Craft, Maintenance, Labor	Plumber	14	1	7.14%
202 - Craft, Maintenance, Labor	Plumber Master In Charge	13	1	7.69%
202 - Craft, Maintenance, Labor	Refrigeration Mechanic	11	1	9.09%
202 - Craft, Maintenance, Labor	Stationary Engineer	40	1	2.50%
202 - Craft, Maintenance, Labor	Transp Associate	1	1	100.00%
202 - Craft, Maintenance, Labor	Transp Generalist	1,049	21	2.00%
203 - Service	Cook	60	1	1.67%
203 - Service	Food Service Worker	173	18	10.40%
203 - Service	General Maintenance Wrkr	326	20	6.13%
203 - Service	General Maintenance Wrkr Lead	25	1	4.00%
203 - Service	IRRRB Facilities Resource Wkr	1	1	100.00%
203 - Service	Laboratory Attendant 1	6	1	16.67%
203 - Service	Laborer General	8	2	25.00%
203 - Service	Military Security Guard	15	3	20.00%
203 - Service	Security Guard	46	4	8.70%
203 - Service	Sentencing To Service Crew Ldr	61	1	1.64%
203 - Service	Student Worker Custodial/Maint	1	1	100.00%
204 - Health Care Non Professional	Behavior Modification Asst	31	1	3.23%
204 - Health Care Non Professional	Chemical Depend Couns	18	6	33.33%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
204 - Health Care Non Professional	Chemical Depend Couns Sr	32	3	9.38%
204 - Health Care Non Professional	Human Svcs Support Specialist	105	6	5.71%
204 - Health Care Non Professional	Human Svcs Technician	1,768	150	8.48%
204 - Health Care Non Professional	Licensed Practical Nurse 1	141	28	19.86%
204 - Health Care Non Professional	Licensed Practical Nurse 2	407	21	5.16%
204 - Health Care Non Professional	Medical Assistant, Certified	3	1	33.33%
204 - Health Care Non Professional	Mental Health Prog Asst	67	3	4.48%
204 - Health Care Non Professional	Mental Ret Residential Prg Lea	89	1	1.12%
204 - Health Care Non Professional	Recreation Program Asst	9	1	11.11%
204 - Health Care Non Professional	Security Counselor	293	13	4.44%
204 - Health Care Non Professional	Security Counselor Lead	33	1	3.03%
204 - Health Care Non Professional	Special Education Program Asst	45	1	2.22%
204 - Health Care Non Professional	Structured Program Assistant	13	1	7.69%
205 - MN Nurses Association	Registered Nurse	379	34	8.97%
205 - MN Nurses Association	Registered Nurse Advanced Prac	31	1	3.23%
205 - MN Nurses Association	Registered Nurse Senior	189	7	3.70%
206 - Clerical	Account Clerk	59	3	5.08%
206 - Clerical	Account Clerk Senior	161	7	4.35%
206 - Clerical	Central Svcs Admin Spec	88	2	2.27%
206 - Clerical	Central Svcs Admin Spec Inter	48	2	4.17%
206 - Clerical	Central Svcs Admin Spec Senior	34	1	2.94%
206 - Clerical	Control Center Clerk	5	1	20.00%
206 - Clerical	Customer Svcs Specialist	87	6	6.90%
206 - Clerical	Customer Svcs Specialist Int	241	12	4.98%
206 - Clerical	Customer Svcs Specialist Sr	181	4	2.21%
206 - Clerical	EDP Operations Assistant Sr	5	1	20.00%
206 - Clerical	Fingerprint Technician	11	1	9.09%
206 - Clerical	Health Care Claim Examiner	11	2	18.18%
206 - Clerical	Housing Finance Paraprof	23	2	8.70%
206 - Clerical	Inserting Machine Operator	10	1	10.00%
206 - Clerical	Legal Secretary	73	3	4.11%
206 - Clerical	Legal Secretary Senior	8	2	25.00%
206 - Clerical	Office & Admin Specialist	729	36	4.94%
206 - Clerical	Office & Admin Specialist Int	921	26	2.82%
206 - Clerical	Office & Admin Specialist Prin	108	1	0.93%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
206 - Clerical	Office & Admin Specialist Sr	469	5	1.07%
206 - Clerical	Office Specialist	141	12	8.51%
207 - Technical	Automotive Parts Technician	49	2	4.08%
207 - Technical	Corr Teaching Asst	23	1	4.35%
207 - Technical	Dental Asst Registered	23	3	13.04%
207 - Technical	DVS Exam & Insp Spec	96	11	11.46%
207 - Technical	EDP Help Desk Specialist	5	1	20.00%
207 - Technical	EDP Operations Technician 2	19	1	5.26%
207 - Technical	Electronic Parts Technician	3	1	33.33%
207 - Technical	Electronic Technician	11	1	9.09%
207 - Technical	Grain Sampler 1	28	2	7.14%
207 - Technical	Graphic Arts Specialist	25	1	4.00%
207 - Technical	Law Compliance Rep 2	69	2	2.90%
207 - Technical	Library Technician	10	1	10.00%
207 - Technical	Medical Laboratory Tech 1	8	2	25.00%
207 - Technical	Mn Care Enrollment Rep	125	9	7.20%
207 - Technical	NR Tech (Forestry)	72	1	1.39%
207 - Technical	Radio Communications Operator	76	1	1.32%
207 - Technical	Revenue Examiner 1	35	2	5.71%
207 - Technical	Student Worker Para Prof	1	2	200.00%
207 - Technical	Transp Generalist Senior	489	7	1.43%
207 - Technical	Transp Specialist	469	9	1.92%
208 - Corrections Officers	Corr Officer 1	71	20	28.17%
208 - Corrections Officers	Corr Officer 2	1,333	72	5.40%
208 - Corrections Officers	Corr Officer 3	351	1	0.28%
212 - MN Govt Engineers Council	Engineer 2 Graduate	65	7	10.77%
212 - MN Govt Engineers Council	Engineer Princ	185	2	1.08%
212 - MN Govt Engineers Council	Engineer Senior	222	6	2.70%
212 - MN Govt Engineers Council	Engineering Specialist	191	1	0.52%
212 - MN Govt Engineers Council	Engineering Specialist Senior	82	1	1.22%
213 - Health Treatment Professional	Dentist	20	2	10.00%
213 - Health Treatment Professional	Pharmacist	17	2	11.76%
214 - MN Assoc of Professional Empl	Accounting Officer Inter	71	2	2.82%
214 - MN Assoc of Professional Empl	Accounting Officer Senior	63	1	1.59%
214 - MN Assoc of Professional Empl	Affirmative Action Off 2	2	1	50.00%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
214 - MN Assoc of Professional Empl	Affirmative Action Off 3	2	1	50.00%
214 - MN Assoc of Professional Empl	Architect 2	12	1	8.33%
214 - MN Assoc of Professional Empl	Auditor Intermediate	11	1	9.09%
214 - MN Assoc of Professional Empl	Auditor Senior	20	2	10.00%
214 - MN Assoc of Professional Empl	Bacteriologist 2	16	2	12.50%
214 - MN Assoc of Professional Empl	Behavior Analyst 1	36	2	5.56%
214 - MN Assoc of Professional Empl	Behavior Analyst 2	26	3	11.54%
214 - MN Assoc of Professional Empl	Behavior Analyst 3	39	2	5.13%
214 - MN Assoc of Professional Empl	Building Code Rep	16	1	6.25%
214 - MN Assoc of Professional Empl	Business Advisor	4	1	25.00%
214 - MN Assoc of Professional Empl	Business Community Dev Rep	21	1	4.76%
214 - MN Assoc of Professional Empl	Chaplain	18	1	5.56%
214 - MN Assoc of Professional Empl	Chemist 2	7	1	14.29%
214 - MN Assoc of Professional Empl	Corr Agent	14	1	7.14%
214 - MN Assoc of Professional Empl	Corr Agent Career	115	1	0.87%
214 - MN Assoc of Professional Empl	Corr Agent Senior	85	1	1.18%
214 - MN Assoc of Professional Empl	Corr Ind Marketing Rep	1	1	100.00%
214 - MN Assoc of Professional Empl	Corr Program Therapist 2	59	5	8.47%
214 - MN Assoc of Professional Empl	Corr Program Therapist 3	17	2	11.76%
214 - MN Assoc of Professional Empl	Corr Security Casewrkr Career	80	1	1.25%
214 - MN Assoc of Professional Empl	Criminal Intelligence Analyst	6	1	16.67%
214 - MN Assoc of Professional Empl	Deputy State Fire Marshal	30	2	6.67%
214 - MN Assoc of Professional Empl	Disability Examiner	11	2	18.18%
214 - MN Assoc of Professional Empl	Disability Specialist	46	2	4.35%
214 - MN Assoc of Professional Empl	Economic Oppty Program Spec 4	11	1	9.09%
214 - MN Assoc of Professional Empl	Educ Finance Specialist 2	16	1	6.25%
214 - MN Assoc of Professional Empl	Educ Specialist 2	103	7	6.80%
214 - MN Assoc of Professional Empl	Emp & Econ Devel Representativ	124	7	5.65%
214 - MN Assoc of Professional Empl	Empl & Trng Program Coord	11	1	9.09%
214 - MN Assoc of Professional Empl	Employee Assistance Cons Sr	2	2	100.00%
214 - MN Assoc of Professional Empl	Employee Devel Spec 1	11	1	9.09%
214 - MN Assoc of Professional Empl	Employee Devel Spec 2	23	1	4.35%
214 - MN Assoc of Professional Empl	Employment Counselor	12	1	8.33%
214 - MN Assoc of Professional Empl	Employment Counselor Spec	15	2	13.33%
214 - MN Assoc of Professional Empl	Environmental Analyst 1	12	3	25.00%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
214 - MN Assoc of Professional Empl	Epidemiologist Intermediate	12	2	16.67%
214 - MN Assoc of Professional Empl	Epidemiologist Senior	28	4	14.29%
214 - MN Assoc of Professional Empl	Financial Inst Asst Examiner	1	1	100.00%
214 - MN Assoc of Professional Empl	Food Inspector 2	27	2	7.41%
214 - MN Assoc of Professional Empl	Forensic Scientist 2	45	2	4.44%
214 - MN Assoc of Professional Empl	Grants Specialist	8	1	12.50%
214 - MN Assoc of Professional Empl	Grants Specialist Sr	37	1	2.70%
214 - MN Assoc of Professional Empl	Health Care Compliance Spec	1	1	100.00%
214 - MN Assoc of Professional Empl	Health Educator 2	3	1	33.33%
214 - MN Assoc of Professional Empl	Health Program Rep	22	3	13.64%
214 - MN Assoc of Professional Empl	Health Program Rep Inter	21	2	9.52%
214 - MN Assoc of Professional Empl	Health Program Rep Senior	44	2	4.55%
214 - MN Assoc of Professional Empl	Housing Dev Off	3	1	33.33%
214 - MN Assoc of Professional Empl	Housing Dev Off Senior	47	4	8.51%
214 - MN Assoc of Professional Empl	Human Svcs Licensor	39	2	5.13%
214 - MN Assoc of Professional Empl	Human Svcs Quality Cont Rev	14	1	7.14%
214 - MN Assoc of Professional Empl	Hydrologist 1	13	1	7.69%
214 - MN Assoc of Professional Empl	Hydrologist 2	46	2	4.35%
214 - MN Assoc of Professional Empl	Income Mntc Prog Advisor	157	4	2.55%
214 - MN Assoc of Professional Empl	Income Mntc Prog Consultant	68	1	1.47%
214 - MN Assoc of Professional Empl	Industrial Hygienist 3	10	1	10.00%
214 - MN Assoc of Professional Empl	Information Officer 3	57	2	3.51%
214 - MN Assoc of Professional Empl	Information Technology Spec 1	72	4	5.56%
214 - MN Assoc of Professional Empl	Information Technology Spec 2	248	1	0.40%
214 - MN Assoc of Professional Empl	Information Technology Spec 3	497	17	3.42%
214 - MN Assoc of Professional Empl	Information Technology Spec 4	366	10	2.73%
214 - MN Assoc of Professional Empl	Information Technology Spec 5	129	4	3.10%
214 - MN Assoc of Professional Empl	Investigator	27	3	11.11%
214 - MN Assoc of Professional Empl	Investigator Senior	36	2	5.56%
214 - MN Assoc of Professional Empl	Investment Analyst 3	4	1	25.00%
214 - MN Assoc of Professional Empl	Local Govt Audit	16	7	43.75%
214 - MN Assoc of Professional Empl	Local Govt Audit Inter	19	5	26.32%
214 - MN Assoc of Professional Empl	Local Govt Audit Staff Spec	6	2	33.33%
214 - MN Assoc of Professional Empl	Lottery Sales Representative	30	1	3.33%
214 - MN Assoc of Professional Empl	Management Analyst 1	48	1	2.08%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
214 - MN Assoc of Professional Empl	Management Analyst 2	53	3	5.66%
214 - MN Assoc of Professional Empl	Management Analyst 3	68	3	4.41%
214 - MN Assoc of Professional Empl	Management Analyst 4	73	1	1.37%
214 - MN Assoc of Professional Empl	NR Forestry Specialist	10	1	10.00%
214 - MN Assoc of Professional Empl	NR Forestry Specialist Senior	85	1	1.18%
214 - MN Assoc of Professional Empl	NR Prog Consultant	22	1	4.55%
214 - MN Assoc of Professional Empl	NR Spec Eco Svcs	4	1	25.00%
214 - MN Assoc of Professional Empl	NR Spec Fisheries	73	1	1.37%
214 - MN Assoc of Professional Empl	NR Spec Int Trails & Waterways	6	1	16.67%
214 - MN Assoc of Professional Empl	NR Spec Int Wildlife	42	1	2.38%
214 - MN Assoc of Professional Empl	NR Spec Sr Fish Research	8	2	25.00%
214 - MN Assoc of Professional Empl	NR Spec Sr WL Research	5	1	20.00%
214 - MN Assoc of Professional Empl	NR Spec WL Research	2	1	50.00%
214 - MN Assoc of Professional Empl	Ombudsperson For Child Protect	4	1	25.00%
214 - MN Assoc of Professional Empl	Planner	2	1	50.00%
214 - MN Assoc of Professional Empl	Planner Principal Comm Spec	18	4	22.22%
214 - MN Assoc of Professional Empl	Planner Principal State	141	4	2.84%
214 - MN Assoc of Professional Empl	Planner Principal Transp	12	2	16.67%
214 - MN Assoc of Professional Empl	Planner Senior Trans	13	1	7.69%
214 - MN Assoc of Professional Empl	Plant Health Specialist 1	2	1	50.00%
214 - MN Assoc of Professional Empl	Plant Health Specialist 2	4	1	25.00%
214 - MN Assoc of Professional Empl	Pollution Cont Proj Leader	32	1	3.13%
214 - MN Assoc of Professional Empl	Pollution Cont Spec Inter	36	2	5.56%
214 - MN Assoc of Professional Empl	Pollution Cont Spec Sr	144	1	0.69%
214 - MN Assoc of Professional Empl	Psychologist 1	9	1	11.11%
214 - MN Assoc of Professional Empl	Psychologist 2	52	1	1.92%
214 - MN Assoc of Professional Empl	Psychologist 3	28	3	10.71%
214 - MN Assoc of Professional Empl	Pub Util Rates Analyst 4	13	1	7.69%
214 - MN Assoc of Professional Empl	Public Health Sanitarian 1	9	1	11.11%
214 - MN Assoc of Professional Empl	Recreation Therapist	21	1	4.76%
214 - MN Assoc of Professional Empl	Recreation Therapist Senior	48	1	2.08%
214 - MN Assoc of Professional Empl	Rehabilitation Couns	25	3	12.00%
214 - MN Assoc of Professional Empl	Rehabilitation Couns Sr	47	2	4.26%
214 - MN Assoc of Professional Empl	Research Analysis Spec	46	1	2.17%
214 - MN Assoc of Professional Empl	Research Analysis Spec Sr	55	2	3.64%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
214 - MN Assoc of Professional Empl	Research Analyst Intermediate	29	2	6.90%
214 - MN Assoc of Professional Empl	Research Scientist 2	66	1	1.52%
214 - MN Assoc of Professional Empl	Research Scientist 3	38	1	2.63%
214 - MN Assoc of Professional Empl	Revenue Collections Officer 2	30	1	3.33%
214 - MN Assoc of Professional Empl	Revenue Collections Officer 3	67	1	1.49%
214 - MN Assoc of Professional Empl	Revenue Special Invest 1	11	1	9.09%
214 - MN Assoc of Professional Empl	Revenue Tax Specialist	84	14	16.67%
214 - MN Assoc of Professional Empl	Revenue Tax Specialist Int	106	4	3.77%
214 - MN Assoc of Professional Empl	Revenue Tax Specialist Senior	124	1	0.81%
214 - MN Assoc of Professional Empl	Safety Consultant	3	2	66.67%
214 - MN Assoc of Professional Empl	Safety Investigator	6	2	33.33%
214 - MN Assoc of Professional Empl	Safety Investigator Senior	25	2	8.00%
214 - MN Assoc of Professional Empl	Sign Language Interpreter Spec	8	2	25.00%
214 - MN Assoc of Professional Empl	Social Svcs Prog Advisor	20	1	5.00%
214 - MN Assoc of Professional Empl	Social Svcs Prog Consultant	37	1	2.70%
214 - MN Assoc of Professional Empl	Social Work Spec	100	5	5.00%
214 - MN Assoc of Professional Empl	Social Worker Senior	50	2	4.00%
214 - MN Assoc of Professional Empl	Soil Scientist 2	6	1	16.67%
214 - MN Assoc of Professional Empl	Speech Pathology Clinician	4	1	25.00%
214 - MN Assoc of Professional Empl	State Prog Admin	51	3	5.88%
214 - MN Assoc of Professional Empl	State Prog Admin Intermediate	57	3	5.26%
214 - MN Assoc of Professional Empl	State Prog Admin Principal	125	5	4.00%
214 - MN Assoc of Professional Empl	State Prog Admin Senior	86	10	11.63%
214 - MN Assoc of Professional Empl	Steamfitting Standards Rep	1	1	100.00%
214 - MN Assoc of Professional Empl	Systems Architect	5	1	20.00%
214 - MN Assoc of Professional Empl	Transp Market Researcher	1	1	100.00%
214 - MN Assoc of Professional Empl	Transp Prog Specialist 2	22	1	4.55%
214 - MN Assoc of Professional Empl	Transp Prog Specialist 3	27	2	7.41%
214 - MN Assoc of Professional Empl	Transp Prog Specialist 4	21	1	4.76%
214 - MN Assoc of Professional Empl	Veterans Asst Coord	2	2	100.00%
214 - MN Assoc of Professional Empl	Vocational Rehab Placmnt Coord	38	1	2.63%
214 - MN Assoc of Professional Empl	Volunteer Services Coordinator	6	1	16.67%
214 - MN Assoc of Professional Empl	Water & Soil Conservationist	16	1	6.25%
214 - MN Assoc of Professional Empl	Workers Comp Claims Mgt Spc In	10	1	10.00%
215 - Residential Schools Education	Arts Education Teacher 6	14	3	21.43%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
215 - Residential Schools Education	Arts Education Teacher 8	2	1	50.00%
215 - Residential Schools Education	Special Teacher:Ba/Bs+Lic+15	12	1	8.33%
215 - Residential Schools Education	Special Teacher:Ba/Bs+Lic+30	11	2	18.18%
215 - Residential Schools Education	Special Teacher:Ba/Bs+Lic+60	19	1	5.26%
215 - Residential Schools Education	Special Teacher:Ma/Ms+Lic+15gr	7	2	28.57%
215 - Residential Schools Education	Special Teacher:Ma/Ms+Lic+30gr	8	2	25.00%
216 - Middle Management Association	Admin Planning Dir St	8	1	12.50%
216 - Middle Management Association	Agric Unit Supervisor	10	1	10.00%
216 - Middle Management Association	Behavior Analyst 3 Supv	10	1	10.00%
216 - Middle Management Association	Building Manager	2	1	50.00%
216 - Middle Management Association	Building Services Supervisor	17	1	5.88%
216 - Middle Management Association	Community Residential Supv	34	1	2.94%
216 - Middle Management Association	Corr Lieutenant	112	1	0.89%
216 - Middle Management Association	Educ Program Supervisor	6	1	16.67%
216 - Middle Management Association	Employee Assistance Cons Supv	-	1	0.00%
216 - Middle Management Association	Employee Devel Spec 3 Supv	4	1	25.00%
216 - Middle Management Association	Grounds & Roads Mntc Supv	1	1	100.00%
216 - Middle Management Association	Group Supervisor	9	1	11.11%
216 - Middle Management Association	Group Supervisor Asst	34	1	2.94%
216 - Middle Management Association	Housing Program Supervisor	5	2	40.00%
216 - Middle Management Association	Human Svcs Licensing Asst Supv	7	1	14.29%
216 - Middle Management Association	Hydrologist 4	6	1	16.67%
216 - Middle Management Association	Information Syst Manager	17	1	5.88%
216 - Middle Management Association	Institution Educational Supv	7	1	14.29%
216 - Middle Management Association	Military Security Shift Supv	1	1	100.00%
216 - Middle Management Association	Mn Care Enrollment Supv	11	1	9.09%
216 - Middle Management Association	NR Supv 1 Parks	18	1	5.56%
216 - Middle Management Association	Planning Dir Community	1	1	100.00%
216 - Middle Management Association	Psychological Services Dir	13	1	7.69%
216 - Middle Management Association	Public Health Sanitarian Supv	1	1	100.00%
216 - Middle Management Association	Registered Nurse Supervisor	67	2	2.99%
216 - Middle Management Association	Revenue Tax Supervisor 3	19	1	5.26%
216 - Middle Management Association	Safety Services Supervisor	-	1	0.00%
216 - Middle Management Association	State Prog Admin Director	45	2	4.44%
216 - Middle Management Association	State Prog Admin Supv Prin	12	1	8.33%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
216 - Middle Management Association	Systems Analysis Unit Supv	46	1	2.17%
217 - Confidential	Account Clerk	1	1	100.00%
217 - Confidential	Accounting Supervisor Princ	3	1	33.33%
217 - Confidential	Executive 2	17	1	5.88%
217 - Confidential	Health Educator 2	-	1	0.00%
217 - Confidential	Labor Relations Rep Senior	1	1	100.00%
217 - Confidential	Management Analyst Supv 2	1	1	100.00%
217 - Confidential	Office & Admin Specialist Int	21	4	19.05%
217 - Confidential	Office & Admin Specialist Sr	53	3	5.66%
217 - Confidential	Office Specialist	2	1	50.00%
217 - Confidential	Personnel Aide	31	1	3.23%
217 - Confidential	Personnel Aide Senior	43	1	2.33%
217 - Confidential	Personnel Officer	32	1	3.13%
217 - Confidential	Personnel Representative	46	1	2.17%
217 - Confidential	State Prog Admin Senior	3	1	33.33%
219 - Severed	Attorney 1	8	1	12.50%
220 - Manager	Admin Mgt Director 1	14	1	7.14%
220 - Manager	Admin Mgt Director 2	22	1	4.55%
220 - Manager	Asst Commr Admin InterTech	1	1	100.00%
220 - Manager	Corr Dir Policy & Legal Servic	1	1	100.00%
220 - Manager	Deputy Commr Finance	1	1	100.00%
220 - Manager	Deputy Commr Trade & Econ Dev	-	1	0.00%
220 - Manager	Deputy Dir Mn Ctr For Arts Edu	1	1	100.00%
220 - Manager	Dir Corrections Industries	5	1	20.00%
220 - Manager	Dir Higher Ed Services Office	1	1	100.00%
220 - Manager	Dir Statewide Assessment	1	1	100.00%
220 - Manager	Dir Workers Comp Prog	6	1	16.67%
220 - Manager	DVS Program Director	2	1	50.00%
220 - Manager	Exec Dir Council On Disability	-	1	0.00%
220 - Manager	Executive Asst	6	1	16.67%
220 - Manager	Executive Budget Officer	7	1	14.29%
220 - Manager	Executive Budget Officer Sr	4	1	25.00%
220 - Manager	Finance Services Director	4	1	25.00%
220 - Manager	Information Director	6	1	16.67%
220 - Manager	M2 (Attorney General'S Office)	23	1	4.35%

Executive Branch Turnover by Job Class (continued)		January 2004 Count	FY 2004 Resignation Count	Turnover Percent
Bargaining Unit	Job Class			
220 - Manager	M3 (Attorney General'S Office)	5	1	20.00%
220 - Manager	NR Prog Mgr 2 - Enforcement	6	1	16.67%
220 - Manager	Revenue MN Coll Entrp Asst Dir	-	1	0.00%
220 - Manager	Revenue Tax System Dir 2	5	1	20.00%
220 - Manager	Senior Executive Officer	6	2	33.33%
220 - Manager	Transp Division Engineer	3	1	33.33%
220 - Manager	Transp Gov & Comm Rel Dir	1	1	100.00%
221 - Excluded All Others	LA1	4	2	50.00%
221 - Excluded All Others	LA3	31	9	29.03%
221 - Excluded All Others	LA5	24	1	4.17%
221 - Excluded All Others	LA8 - Exempt	3	2	66.67%
221 - Excluded All Others	Leg Audit Senior	-	2	0.00%
221 - Excluded All Others	Medical Specialist 3	50	4	8.00%
221 - Excluded All Others	Medical Specialist 4	5	1	20.00%
221 - Excluded All Others	Military Personnel	14	1	7.14%
221 - Excluded All Others	S1 (Attorney General's Office)	38	2	5.26%
221 - Excluded All Others	S2 (Attorney General's Office)	55	8	14.55%
221 - Excluded All Others	S3 (Attorney General's Office)	54	4	7.41%

