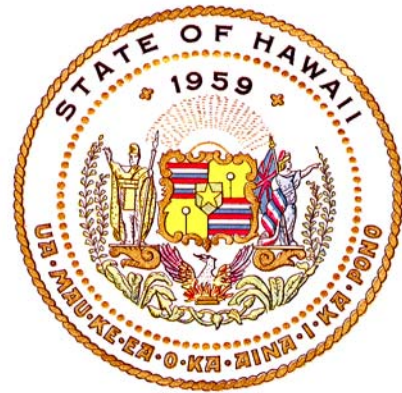


State of Hawaii Executive Branch Workforce Profile



Neil Abercrombie
Governor
State of Hawaii

Department of Human Resources Development
Barbara A. Krieg
Director

Submitted December 2013

Workforce Demographic Data
as of June 30, 2013

TABLE OF CONTENTS

Executive Branch Workforce	
Civil Service and Exempt Employees	1
Gender Distribution	2
Workforce Covered by Collective Bargaining	2
Age Distribution of Employees	3
Length of Service of Employees	3
Five-year Retirement Projection	4
Personnel System Administered by DHRD	
Civil Service and Exempt Employees	5
Gender Distribution	5
Workforce Covered by Collective Bargaining	6
Age Distribution of Employees	6
Length of Service of Employees	7
Five-year Retirement Projection	8
Personnel System Administered by the Department of Education	
Civil Service and Exempt Employees	9
Gender Distribution	9
Workforce Covered by Collective Bargaining	9
Age Distribution of Employees	10
Length of Service of Employees	10
Five-year Retirement Projection	11
Personnel System Administered by the University of Hawaii	
Civil Service and Exempt Employees	12
Gender Distribution	12
Workforce Covered by Collective Bargaining	13
Age Distribution of Employees	13
Length of Service of Employees	14
Five-year Retirement Projection	14
Personnel System Administered by the Hawaii Health Systems Corporation	
Civil Service and Exempt Employees	15
Gender Distribution	15
Workforce Covered by Collective Bargaining	15
Age Distribution of Employees	16
Length of Service of Employees	16
Five-year Retirement Projection	17

EXECUTIVE SUMMARY

Act 16, Session Laws of Hawaii 2012, requires the Department of Human Resources Development (DHRD) to compile a profile on the workforce of the entire Executive Branch. The analysis presented in this profile is based on data obtained from the Department of Education (DOE), University of Hawaii (UH), Hawaii Health Systems Corporation (HHSC), in addition to data maintained by DHRD.

The Executive Branch had 49,746 civil service and exempt employees as of June 30, 2013.¹ These employees provide a wide spectrum of vital services to the people of Hawaii, ranging from public education and welfare, to health and safety.

Inquiries regarding the analysis presented in this report may be directed to Ms. Sherry Shishido, Personnel Program Manager of DHRD, at (808) 587-1097, Fax (808) 587-1088, or e-mail address sherry.c.shishido@hawaii.gov.

¹ Casual hires were not included in this report.

EXECUTIVE BRANCH WORKFORCE CIVIL SERVICE AND EXEMPT EMPLOYEES

There are four independent personnel systems in the Executive Branch. They are:

1. The personnel system administered by DHRD, which includes employees in Executive Branch departments in civil service and exempt positions.
2. The DOE system, which includes civil service and exempt employees, employees who provide support services in the classrooms (e.g., educational assistants, speech pathologists, etc.), and teachers and educational officers.
3. The University of Hawaii (UH) system, administered by the Board of Regents, which includes faculty; graduate assistants; lecturers; administrative, professional, and technical staff; and executive/managerial employees. UH's civil service employees are included in the UH personnel data system but are employed pursuant to DHRD policies, procedures, and oversight.
4. The personnel system administered by the Hawaii Health Systems Corporation (HHSC), which includes employees in civil service and exempt positions.

PERSONNEL SYSTEMS	COUNT OF EMPLOYEES	PERCENT OF TOTAL WORKFORCE
Department of Human Resources Development (DHRD)		
Civil Service Employees	12,335	24.80%
Exempt Employees	1,919	3.86%
Department of Human Resources Development Total:	14,254	28.65%
Department of Education (DOE)		
Civil Service Employees	5,208	10.47%
Exempt Employees	38	0.08%
Support Services Personnel	2,955	5.94%
Teachers & Educational Officers	13,775	27.69%
Department of Education Employees Total*:	21,976	44.18%
University of Hawaii (UH)		
Administrative, Professional & Technical Staff	2,425	4.87%
Civil Service	1,334	2.68%
Exempt	42	0.08%
Executive/Managerial	213	0.43%
Faculty	3,690	7.42%
Graduate Assistants**	1,274	2.56%
Lecturers	***	
University of Hawaii Employees Total***:	8,978	18.05%
Hawaii Health Systems Corporation (HHSC)		
Civil Service Employees	4,306	8.66%
Exempt Employees	232	0.47%
Hawaii Health Systems Corporation Total:	4,538	9.12%
TOTAL WORKFORCE	49,746	100.00%

Due to rounding of percentages, the individual percentages do not add up to 100%

*Does not include Public Charter School employees.

**Graduate Assistants are full-time graduate students in degree granting programs working as non-permanent, part-time teaching or research assistants.

***UH employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30 and are not included in the above counts. However, during the academic school year, lecturers are a significant part of UH's workforce.

EXECUTIVE BRANCH WORKFORCE CIVIL SERVICE AND EXEMPT EMPLOYEES

Gender distribution of employees in the Executive Branch.

Gender Distribution	49,746	100%
Female	31,559	63%
Male	18,187	37%

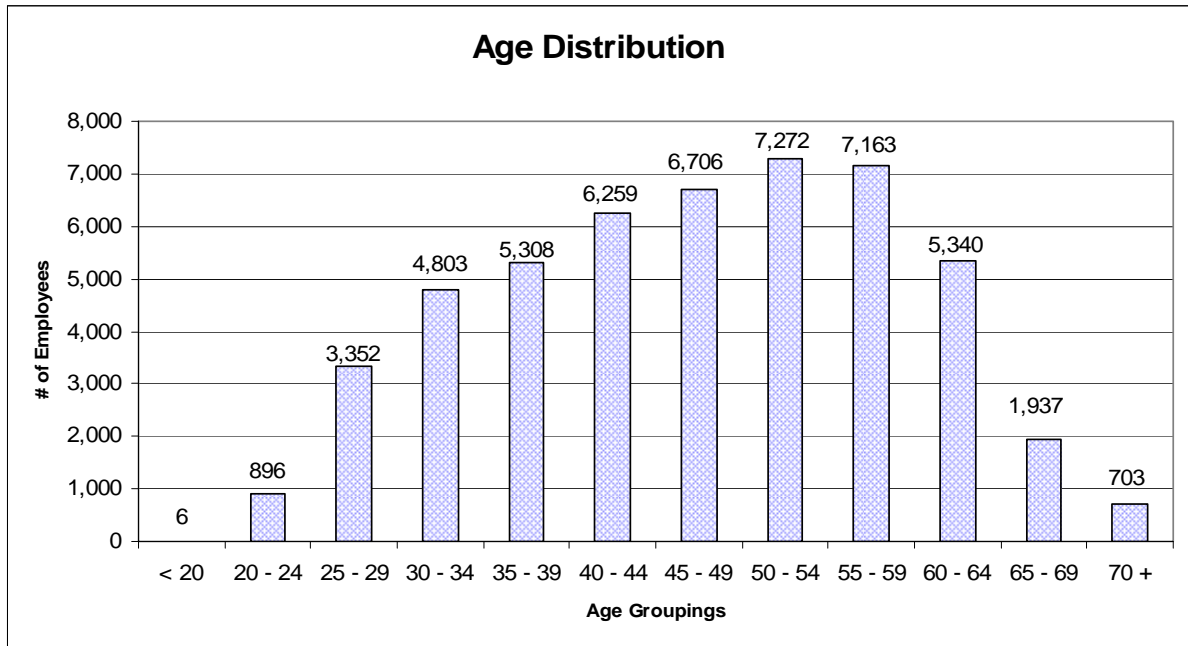
Bargaining unit distribution of employees covered by collective bargaining in the Executive Branch.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	5,014	10.08%
02	HGEA	Blue Collar, Supvry	470	0.94%
03	HGEA	White Collar, Non-Supvry	9,649	19.40%
04	HGEA	White Collar, Supvry	577	1.16%
05	HSTA	DOE Teachers	12,662	25.45%
06	HGEA	DOE Educational Officers	795	1.60%
07	UHPA	UH Faculty	3,524	7.08%
08	HGEA	UH Administrative, Professional, and Technical	2,319	4.66%
09	HGEA	Registered Professional Nurses	1,507	3.03%
10	UPW	Institutional, Health and Correctional Workers	2,635	5.30%
11	HFFA	Firefighters	152	0.31%
13	HGEA	Professional & Scientific	5,044	10.14%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			44,348	89.15%

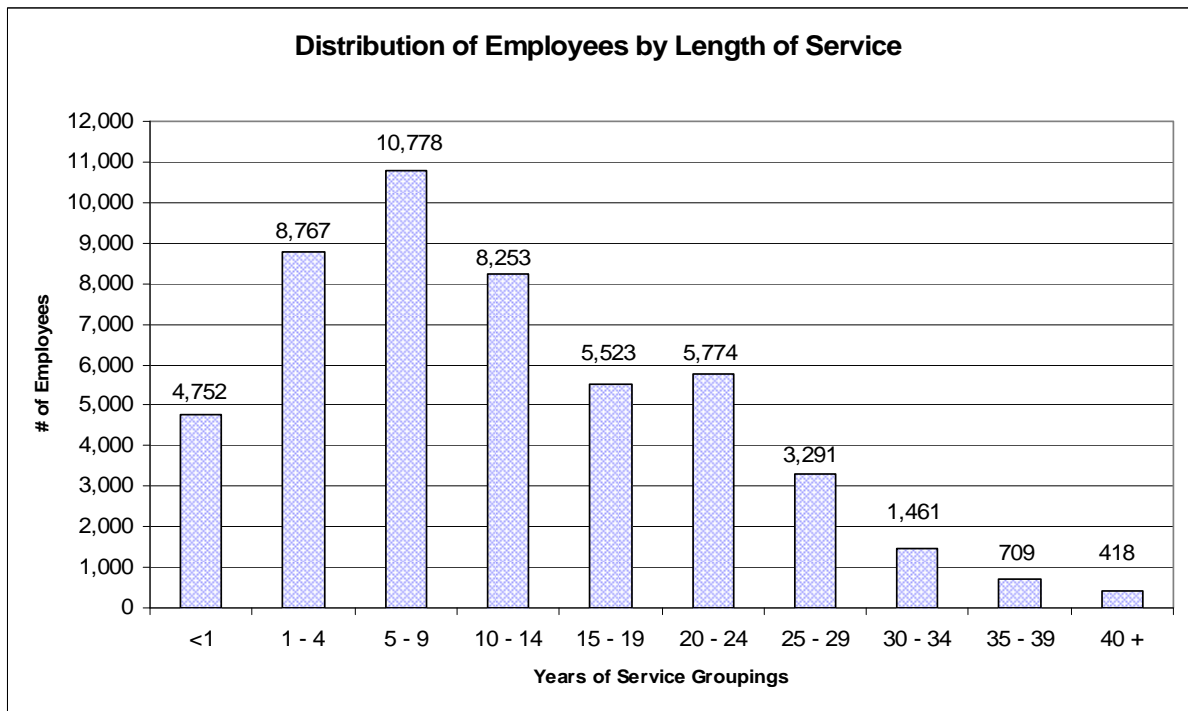
Total Workforce: 49,746

EXECUTIVE BRANCH WORKFORCE CIVIL SERVICE AND EXEMPT EMPLOYEES

Age distribution of employees in the Executive Branch. Numbers do not add up to the total workforce due to unreported birthdates.



Length of service of employees in the Executive Branch. Numbers do not add up to the total workforce due to unreported service dates.



EXECUTIVE BRANCH WORKFORCE CIVIL SERVICE AND EXEMPT EMPLOYEES

Five-year projection of the number of employees in the Executive Branch who will be eligible for retirement by the end of fiscal year 2017-2018 (i.e., ending June 30, 2018).

TOTAL NUMBER OF EMPLOYEES IN THE EXECUTIVE BRANCH	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY13)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2018	PERCENT OF EXECUTIVE BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2018
		FY14	FY15	FY16	FY17	FY18		
49,746	5,889	1,426	1,529	1,777	1,677	1,608	13,906*	27.95%

*Assumes no retirements of eligible employees prior to 06/30/2018.

PERSONNEL SYSTEM ADMINISTERED BY DHRD CIVIL SERVICE AND EXEMPT EMPLOYEES

Number of employees in the personnel system administered by DHRD.

DEPARTMENT	CIVIL SERVICE	EXEMPT	TOTAL	PERCENT OF TOTAL HRD WORKFORCE
ACCOUNTING & GENERAL SERVICES	667	45	712	5.00%
AGRICULTURE	229	22	251	1.76%
ATTORNEY GENERAL	359	220	579	4.06%
BUDGET & FINANCE	168	189	357	2.50%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	107	148	255	1.79%
COMMERCE & CONSUMER AFFAIRS	242	137	379	2.66%
DEFENSE	141	198	339	2.38%
GOVERNOR	0	52	52	0.36%
HAWAIIAN HOME LANDS	49	67	116	0.81%
HEALTH	2,155	443	2,598	18.23%
HI STATE PUBLIC LIBRARIES SYSTEM	465	4	469	3.29%
HUMAN RESOURCES DEVELOPMENT	82	4	86	0.60%
HUMAN SERVICES	1,814	126	1,940	13.61%
LABOR & INDUSTRIAL RELATIONS	482	44	526	3.69%
LAND & NATURAL RESOURCES	649	72	721	5.06%
LIEUTENANT GOVERNOR	0	18	18	0.13%
PUBLIC SAFETY	2,188	75	2,263	15.88%
TAXATION	302	16	318	2.23%
TRANSPORTATION	2,236	39	2,275	15.96%
TOTAL:	12,335	1,919	14,254	100.00%

Gender distribution of employees in the personnel system administered by DHRD.

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES	FEMALE		MALE	
		COUNT OF EMPLOYEES	PERCENT	COUNT OF EMPLOYEES	PERCENT
ACCOUNTING & GENERAL SERVICES	712	272	38.20%	440	61.80%
AGRICULTURE	251	88	35.06%	163	64.94%
ATTORNEY GENERAL	579	394	68.05%	185	31.95%
BUDGET & FINANCE	357	225	63.03%	132	36.97%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	255	146	57.25%	109	42.75%
COMMERCE & CONSUMER AFFAIRS	379	263	69.39%	116	30.61%
DEFENSE	339	118	34.81%	221	65.19%
GOVERNOR	52	32	61.54%	20	38.46%
HAWAIIAN HOME LANDS	116	66	56.90%	50	43.10%
HEALTH	2,598	1,710	65.82%	888	34.18%
HI STATE PUBLIC LIBRARIES SYSTEM	469	345	73.56%	124	26.44%
HUMAN RESOURCES DEVELOPMENT	86	70	81.40%	16	18.60%
HUMAN SERVICES	1,940	1,333	68.71%	607	31.29%
LABOR & INDUSTRIAL RELATIONS	526	354	67.30%	172	32.70%
LAND & NATURAL RESOURCES	721	258	35.78%	463	64.22%
LIEUTENANT GOVERNOR	18	15	83.33%	3	16.67%
PUBLIC SAFETY	2,263	642	28.37%	1,621	71.63%
TAXATION	318	220	69.18%	98	30.82%
TRANSPORTATION	2,275	635	27.91%	1,640	72.09%
TOTAL:	14,254	7,186	50.41%	7,068	49.59%

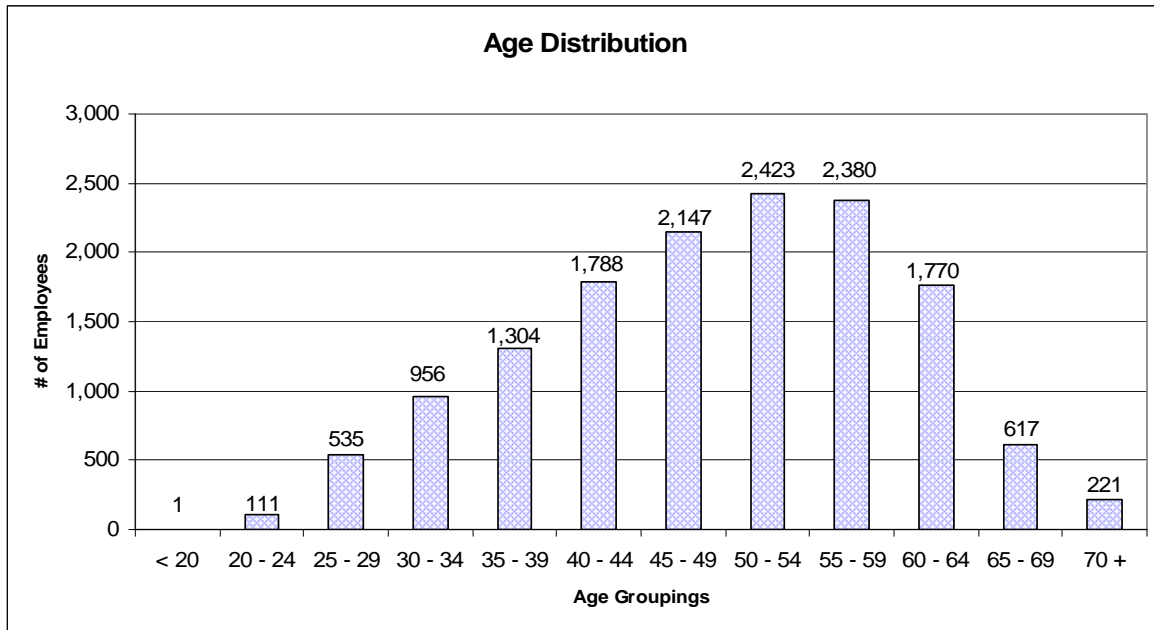
**PERSONNEL SYSTEM ADMINISTERED BY DHRD
CIVIL SERVICE AND EXEMPT EMPLOYEES**

Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by DHRD.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	1,867	13.10%
02	HGEA	Blue Collar, Suprvy	173	1.21%
03	HGEA	White Collar, Non-Suprvy	3,785	26.55%
04	HGEA	White Collar, Suprvy	268	1.88%
09	HGEA	Registered Professional Nurses	379	2.66%
10	UPW	Institutional, Health and Correctional Workers	1,556	10.92%
11	HFFA	Firefighters	168	1.18%
13	HGEA	Professional & Scientific	4,318	30.29%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			12,514	87.79%

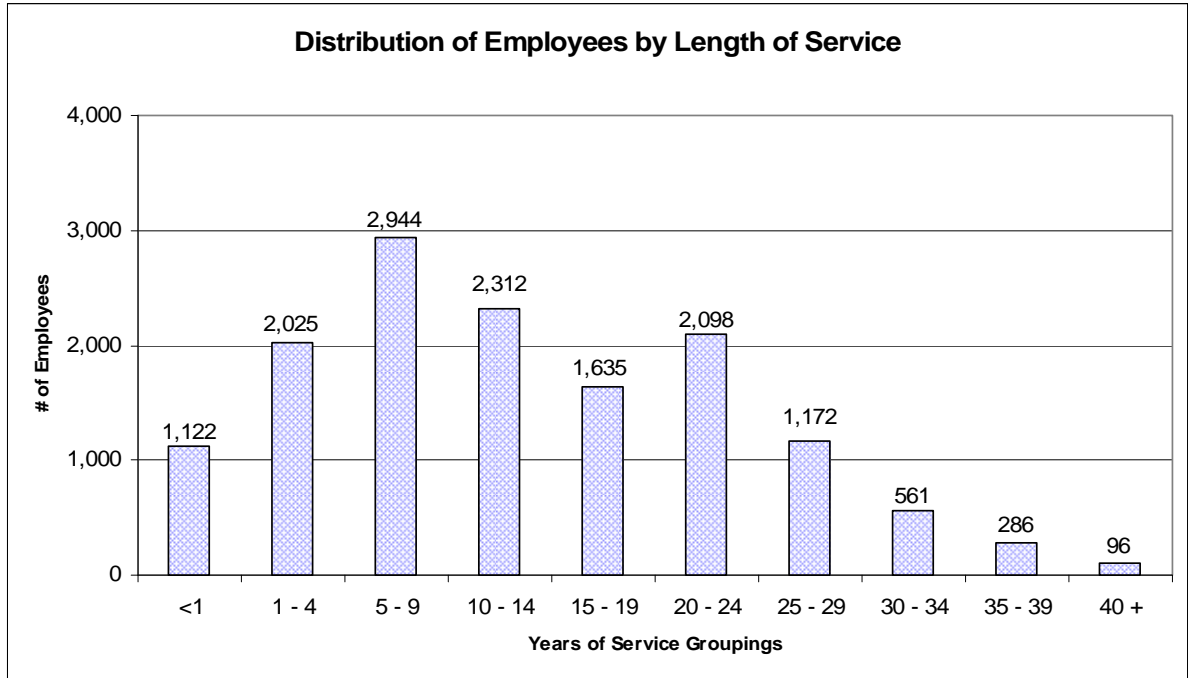
Total Workforce: 14,254

Age distribution of employees in the personnel system administered by DHRD. Fifty-two percent (52%) of the employees in the personnel system administered by DHRD are 50 years old or older. Numbers may not add up to the total workforce due to unreported birthdates.



PERSONNEL SYSTEM ADMINISTERED BY DHRD CIVIL SERVICE AND EXEMPT EMPLOYEES

Length of service of employees in the personnel system administered by DHRD. Numbers may not add up to the total workforce due to unreported service dates.



PERSONNEL SYSTEM ADMINISTERED BY DHRD CIVIL SERVICE AND EXEMPT EMPLOYEES

Five-year projection of the number of employees in the personnel system administered by DHRD who will be eligible for retirement by the end of fiscal year 2017-2018 (i.e., ending June 30, 2018).

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY13)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2018	PERCENT OF DEPARTMENTAL WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2018
			FY14	FY15	FY16	FY17	FY18		
ACCOUNTING & GENERAL SERVICES	712	132	24	41	33	30	29	289	40.59%
AGRICULTURE	251	39	9	9	14	14	8	93	37.05%
ATTORNEY GENERAL	579	91	19	19	36	22	17	204	35.23%
BUDGET & FINANCE	357	46	8	8	17	11	13	103	28.85%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	255	39	14	14	13	10	8	98	38.43%
COMMERCE & CONSUMER AFFAIRS	379	51	4	11	10	20	10	106	27.97%
DEFENSE	339	47	10	12	13	14	3	99	29.20%
GOVERNOR	52	0	0	0	4	3	3	10	19.23%
HAWAIIAN HOME LANDS	116	18	8	6	4	9	5	50	43.10%
HEALTH	2,598	371	83	101	115	100	95	865	33.29%
HI STATE PUBLIC LIBRARIES SYSTEM	469	94	23	23	24	15	23	202	43.07%
HUMAN RESOURCES DEVELOPMENT	86	17	2	5	5	1	4	34	39.53%
HUMAN SERVICES	1,940	262	76	80	84	72	76	650	33.51%
LABOR & INDUSTRIAL RELATIONS	526	110	27	8	34	27	19	225	42.78%
LAND & NATURAL RESOURCES	721	81	26	33	26	32	20	218	30.24%
LIEUTENANT GOVERNOR	18	0	0	0	1	1	0	2	11.11%
PUBLIC SAFETY	2,263	198	62	57	71	65	85	538	23.77%
TAXATION	318	54	17	13	12	17	6	119	37.42%
TRANSPORTATION	2,275	330	69	64	96	92	91	742	32.62%
TOTALS:	14,254	1,980	481	504	612	555	515	4,647*	32.60%

*Assumes no retirements of eligible employees prior to 06/30/2018.

DEPARTMENT OF EDUCATION
WORKFORCE OVERVIEW

DOE's workforce includes three groups of employees—civil service and exempt employees, support services personnel, and teachers and educational officers.

Total Workforce	21,976	100%
Civil Service & Exempt	5,246	24%
Support Services Personnel	2,955	13%
Teachers & Educational Officers	13,775	63%

Gender distribution of employees in the personnel system administered by the DOE.

Gender Distribution	21,976	100%
Female	16,212	74%
Male	5,764	26%

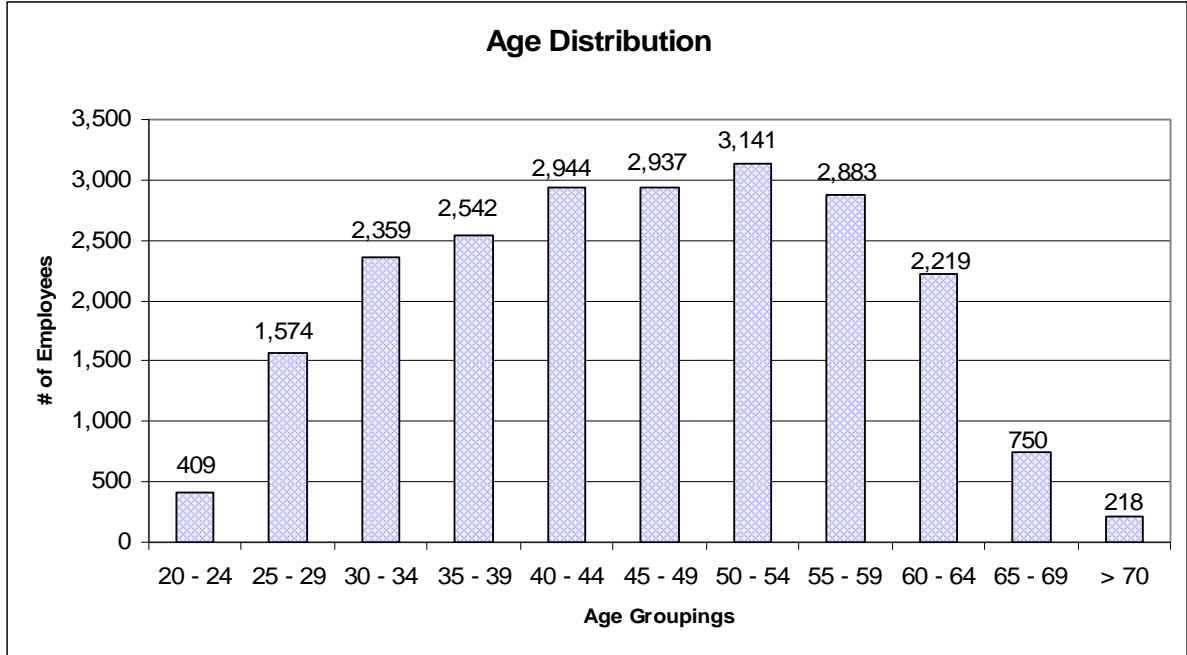
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by the DOE.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	2,132	9.70%
02	HGEA	Blue Collar, Supvry	253	1.15%
03	HGEA	White Collar, Non-Supvry	4,348	19.79%
04	HGEA	White Collar, Supvry	260	1.18%
05	HSTA	BOE Teachers	12,662	57.62%
06	HGEA	BOE Educational Officers	795	3.62%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	26	0.12%
13	HGEA	Professional & Scientific	1,017	4.63%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			21,495	97.81%

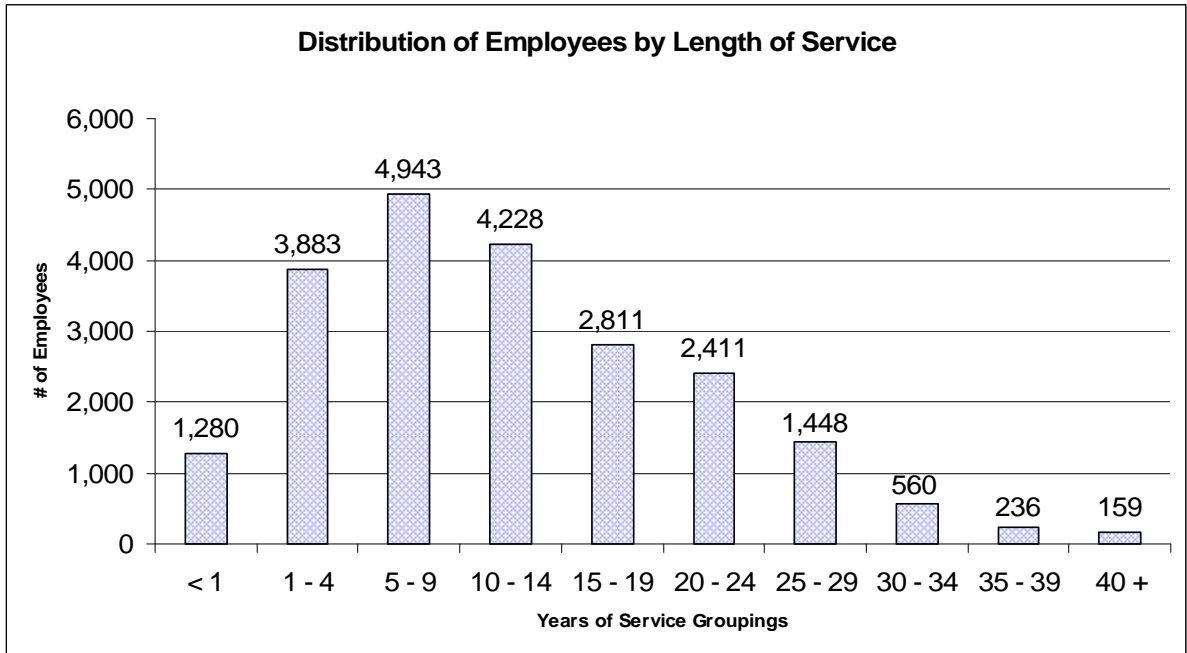
Total Workforce: 21,976

DEPARTMENT OF EDUCATION WORKFORCE OVERVIEW

Age distribution of employees in the personnel system administered by the DOE. Numbers do not add up to the total workforce due to unreported birthdates.



Length of service of employees in the personnel system administered by the DOE. Numbers do not add up to the total workforce due to unreported service dates.



DEPARTMENT OF EDUCATION WORKFORCE OVERVIEW

Five-year projection of the number of employees in the personnel system administered by the DOE who will be eligible for retirement by the end of fiscal year 2017-2018 (i.e., ending June 30, 2018).

DEPARTMENT OF EDUCATION	TOTAL NUMBER OF EMPLOYEES IN THE DOE WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY13)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2018	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2018
			FY14	FY15	FY16	FY17	FY18		
CIVIL SERVICE & EXEMPT	5,246	663	159	209	253	225	194	1,703	32.46%
SUPPORT SERVICES PERSONNEL	2,955	295	100	100	102	96	114	807	27.31%
CERTIFICATED	13,775	1,405	322	367	402	363	403	3,262	23.68%
TOTALS:	21,976	2,363	581	676	757	684	711	5,772*	26.27%

*Assumes no retirements of eligible employees prior to 06/30/2018.

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

The University of Hawaii workforce includes six groups of employees—administrative, professional and technical staff; civil service and exempt employees; executive/managerial; faculty; graduate assistants; and lecturers.

Workforce	8,978	100%
Administrative, Professional & Technical Staff	2,425	27.0%
Civil Service & Exempt*	1,376	15.3%
Executive/Managerial	213	2.4%
Faculty	3,690	41.1%
Graduate Assistants**	1,274	14.2%
Lecturers	***	0.0%

*UH's civil service and exempt employees are included in the UH personnel data system but are employed pursuant to DHRD policies and procedures.

**Graduate assistants are full-time graduate students in degree granting programs working as non-permanent, part-time teaching or research assistants.

***The University of Hawaii employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30. However, during the academic school year, lecturers are a significant part of UH's workforce.

Gender distribution of employees in the personnel system administered by the University of Hawaii.

Gender Distribution	8,978	100%
Female	4,741	53%
Male	4,237	47%

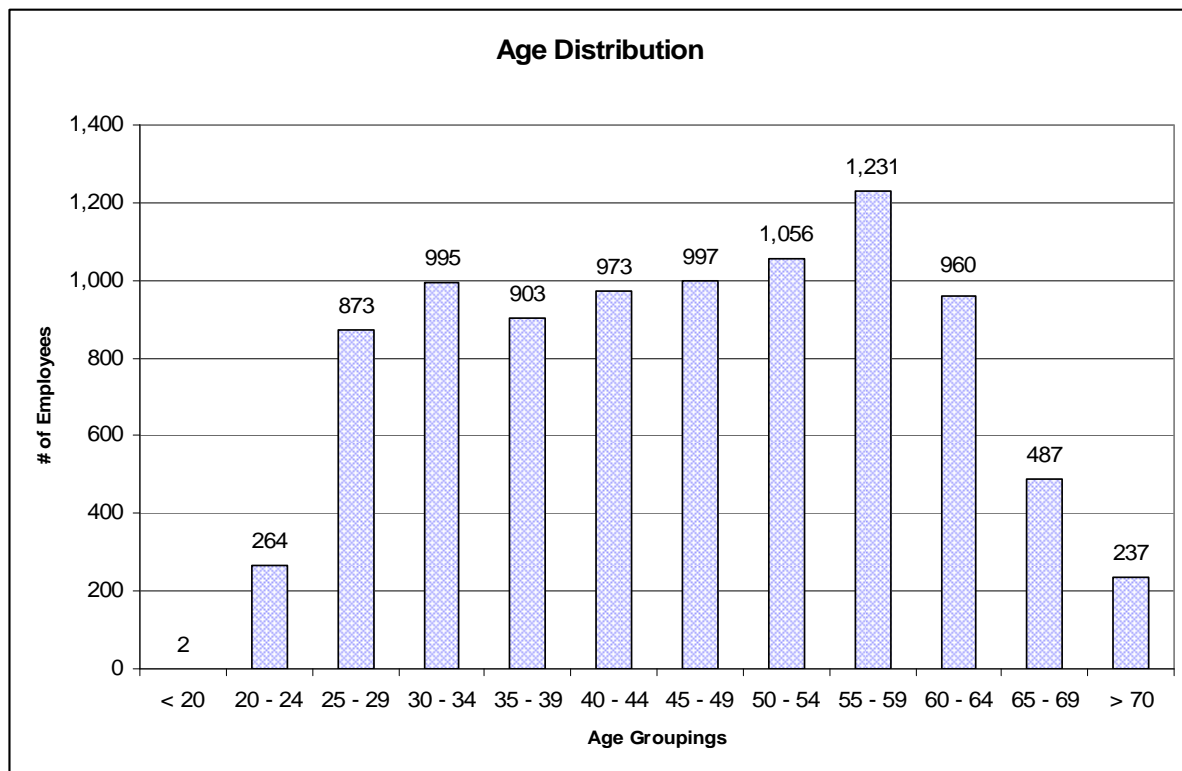
UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	502	5.59%
02	HGEA	Blue Collar, Suprvy	14	0.16%
03	HGEA	White Collar, Non-Suprvy	718	8.00%
04	HGEA	White Collar, Suprvy	27	0.30%
07	UHPA	Faculty	3,524	39.25%
08	HGEA	Administrative, Professional, & Technical	2,319	25.83%
09	HGEA	Registered Prof'l Nurses	9	0.10%
10	UPW	Institutional, Health and Correctional Workers	2	0.02%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			7,115	79.25%

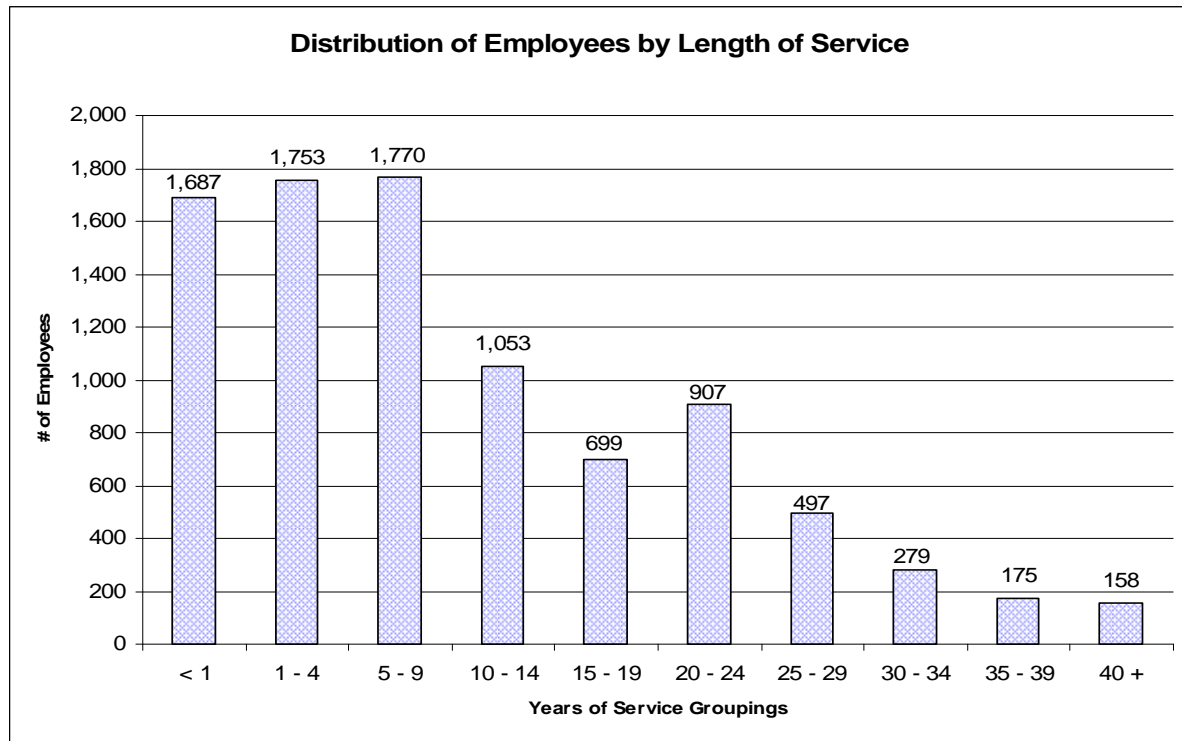
Total Workforce: 8,978

Age distribution of employees in the personnel system administered by UH.



UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

Length of service of employees in the personnel system administered by UH.



Five-year projection on the number of employees in the personnel system administered by UH who will be eligible for retirement by the end of fiscal year 2017-2018 (i.e., ending June 30, 2018).

UNIVERSITY OF HAWAII	TOTAL NUMBER OF EMPLOYEES IN THE UH WORKFORCE*	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY13)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2018	PERCENT OF THE UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2018
			FY14	FY15	FY16	FY17	FY18		
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,425	218	56	56	65	78	70	543	22.39%
CIVIL SERVICE & EXEMPT	1,376	252	57	56	55	64	66	550	39.97%
EXECUTIVE/ MANAGERIAL	213	72	13	6	16	13	6	126	59.15%
FACULTY	3,690	757	119	106	116	135	108	1,341	36.34%
TOTALS:	7,704	1,299	245	224	252	290	250	2,560**	33.23%

* Graduate Assistants are not eligible for retirement benefits. As a result, they are not included in this analysis.

** Assumes no retirements of eligible employees prior to 06/30/2018.

HAWAII HEALTH SYSTEMS CORPORATION CIVIL SERVICE AND EXEMPT EMPLOYEES

Number of employees in the personnel system administered by HHSC.

Total Workforce	4,538	100%
Civil Service	4,306	95%
Exempt	232	5%

Gender distribution of employees in the personnel system administered by the HHSC.

Gender Distribution	4,538	100%
Female	3,420	75%
Male	1,118	25%

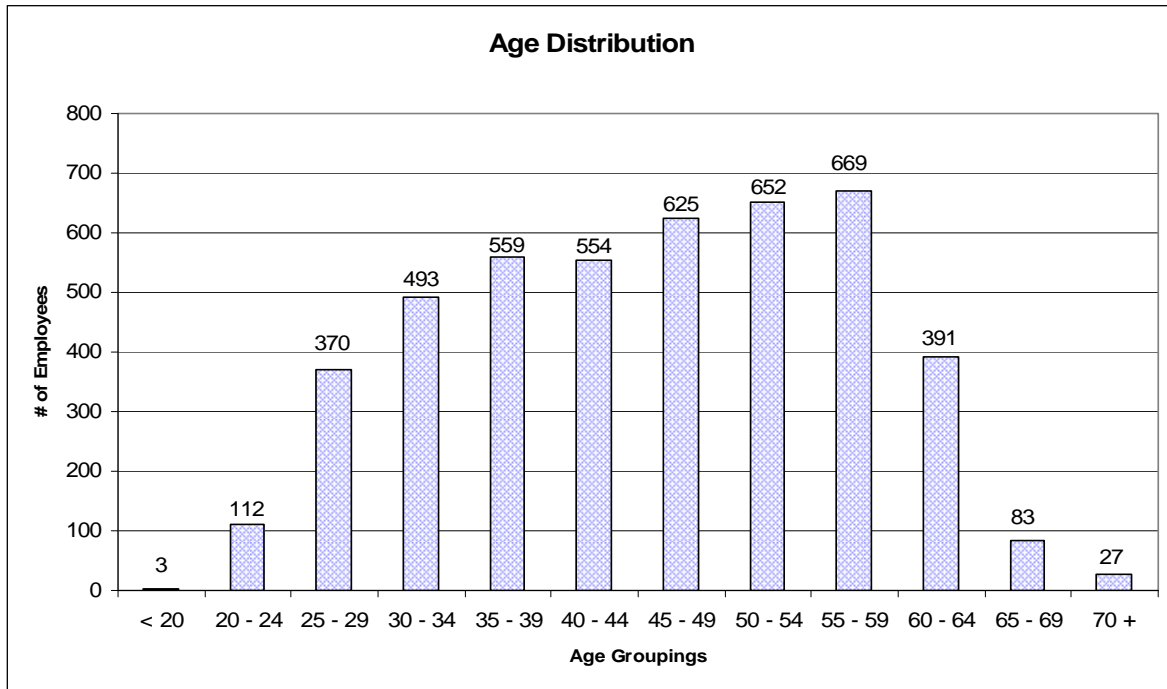
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by HHSC.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	513	11.30%
02	HGEA	Blue Collar, Supvry	30	0.66%
03	HGEA	White Collar, Non-Supvry	798	17.58%
04	HGEA	White Collar, Supvry	22	0.48%
09	HGEA	Registered Prof'l Nurses	1,271	28.01%
10	UPW	Institutional, Health and Correctional Workers	1,122	24.72%
13	HGEA	Professional & Scientific	322	7.10%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			4,078	89.86%

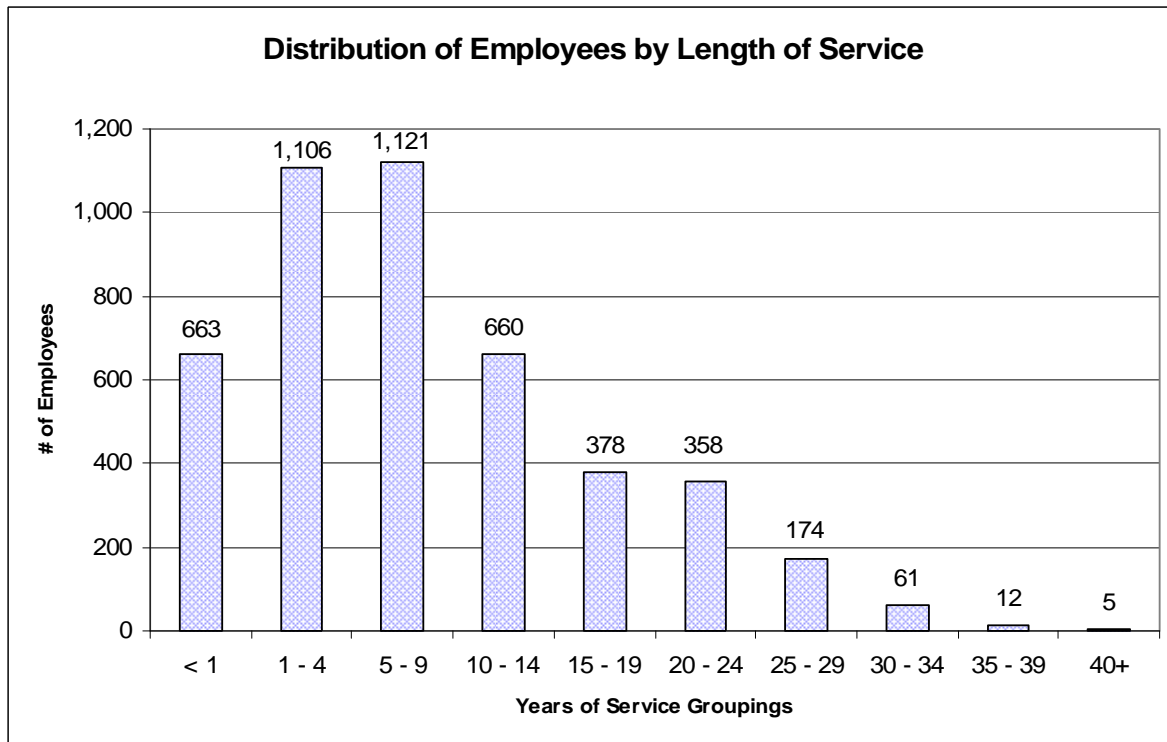
Total Workforce: 4,538

HAWAII HEALTH SYSTEMS CORPORATION CIVIL SERVICE AND EXEMPT EMPLOYEES

Age distribution of employees in the personnel system administered by HHSC.



Length of service of employees in the personnel system administered by HHSC.



HAWAII HEALTH SYSTEMS CORPORATION CIVIL SERVICE AND EXEMPT EMPLOYEES

Five-year projection on the number of employees in the personnel system administered by HHSC who will be eligible for retirement by the end of fiscal year 2017-2018 (i.e., ending June 30, 2018).

HAWAII HEALTH SYSTEMS CORPORATION	TOTAL NUMBER OF EMPLOYEES IN THE HHSC WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY13)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2018	PERCENT OF HHSC WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2018
			FY14	FY15	FY16	FY17	FY18		
CIVIL SERVICE	4,306	238	112	118	149	136	124	877	20.37%
EXEMPT	232	9	7	7	7	12	8	50	21.55%
TOTALS:	4,538	247	119	125	156	148	132	927	20.43%