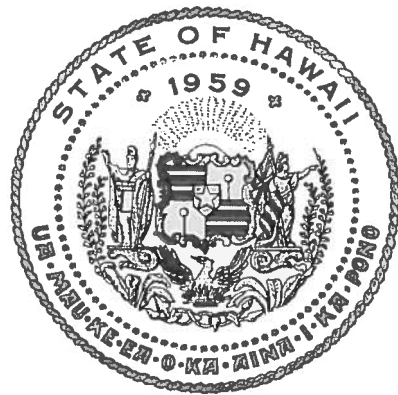


# State of Hawaii Executive Branch Workforce Profile



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Governor  
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Submitted December 2015

Workforce Demographic Data  
as of June 30, 2015

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## EXECUTIVE SUMMARY

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Section 76-1.5, Hawaii Revised Statutes, 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 49,265 civil service and exempt employees as of June 30, 2015.<sup>1</sup> 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](mailto:sherry.c.shishido@hawaii.gov).

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<sup>1</sup> Casual hires were not included in this report.

## EXECUTIVE BRANCH WORKFORCE

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
<b>Department of Human Resources Development (DHRD)</b>		
Civil Service Employees	12,763	25.91%
Exempt Employees	1,872	3.80%
<b>Department of Human Resources Development Total:</b>	<b>14,635</b>	<b>29.71%</b>
<b>Department of Education (DOE)</b>		
Civil Service Employees	5,141	10.44%
Exempt Employees	42	0.09%
Support Services Personnel	2,936	5.96%
Teachers & Educational Officers	13,588	27.58%
<b>Department of Education Employees Total*:</b>	<b>21,707</b>	<b>44.07%</b>
<b>University of Hawaii (UH)</b>		
Administrative, Professional & Technical Staff	2,474	5.02%
Civil Service	1,283	2.60%
Exempt	35	0.07%
Executive/Managerial	219	0.44%
Faculty	3,607	7.32%
Graduate Assistants**	1,184	2.40%
Lecturers	***	
<b>University of Hawaii Employees Total***:</b>	<b>8,802</b>	<b>17.85%</b>
<b>Hawaii Health Systems Corporation (HHSC)</b>		
Civil Service Employees	3,995	8.11%
Exempt Employees	126	0.26%
<b>Hawaii Health Systems Corporation Total:</b>	<b>4,121</b>	<b>8.37%</b>
<b>TOTAL WORKFORCE</b>	<b>49,265</b>	<b>100.00%</b>

\*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

**Gender distribution of employees in the Executive Branch. Numbers do not add up to total workforce due to unreported gender.**

Gender Distribution	49,245	100%
Female	31,115	63%
Male	18,130	37%

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

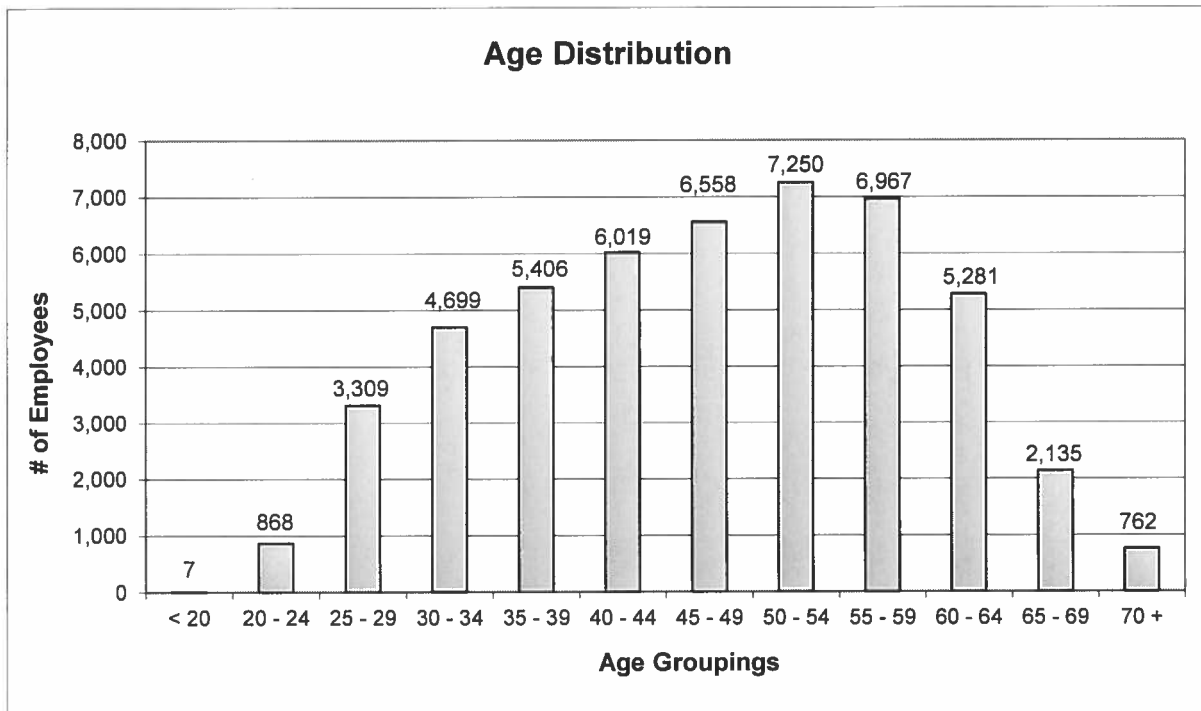
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	4,899	9.94%
02	HGEA	Blue Collar, Suprvy	472	0.96%
03	HGEA	White Collar, Non-Suprvy	9,571	19.43%
04	HGEA	White Collar, Suprvy	577	1.17%
05	HSTA	DOE Teachers	12,440	25.25%
06	HGEA	DOE Educational Officers	842	1.71%
07	UHPA	UH Faculty	3,436	6.97%
08	HGEA	UH Administrative, Professional, and Technical	2,358	4.79%
09	HGEA	Registered Professional Nurses	1,672	3.39%
10	UPW	Institutional, Health and Correctional Workers	2,770	5.62%
11	HFFA	Firefighters	177	0.36%
13	HGEA	Professional & Scientific	5,807	11.79%
<b>TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:</b>			<b>45,021</b>	<b>91.39%</b>

Total Workforce: 49,265

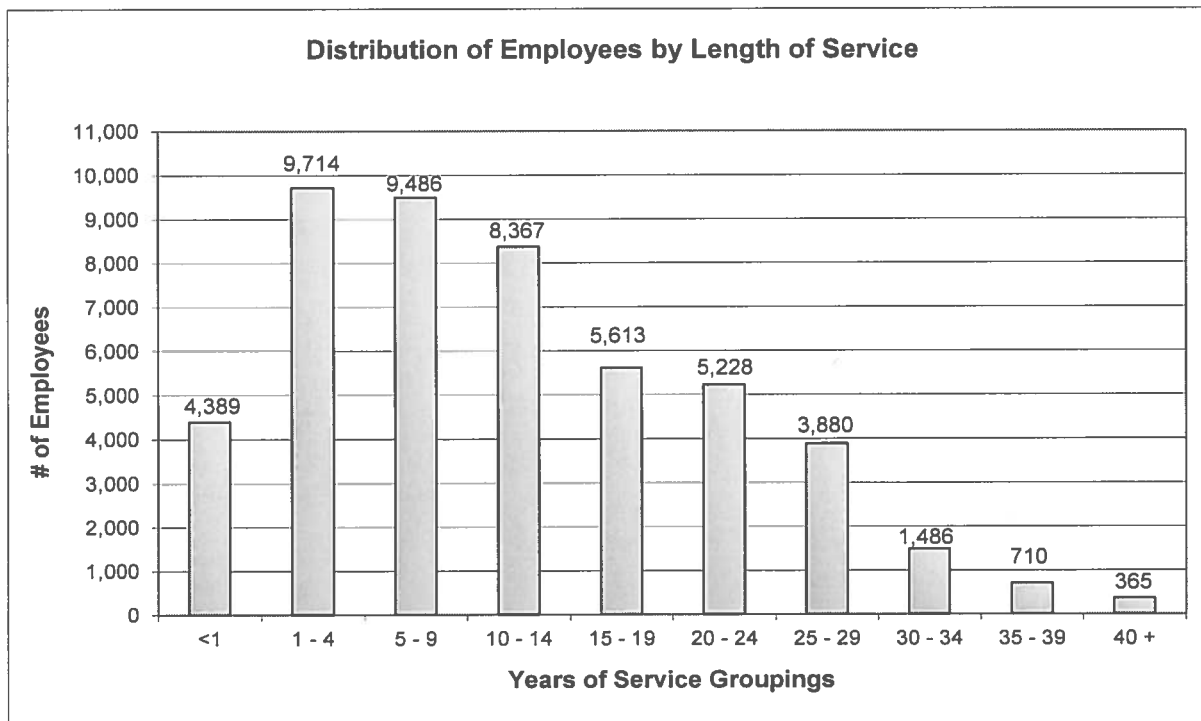
Due to rounding of individual percentages, the sum does not equal 91.39%.

## EXECUTIVE BRANCH WORKFORCE

**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

**Five-year projection of the number of employees in the Executive Branch who will be eligible for retirement by the end of fiscal year 2019-2020 (i.e., ending June 30, 2020).**

TOTAL NUMBER OF EMPLOYEES IN THE EXECUTIVE BRANCH	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY15)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2020	PERCENT OF EXECUTIVE BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2020
		FY16	FY17	FY18	FY19	FY20		
49,265	6,282	1,591	1,515	1,522	1,457	1,508	13,875*	28.16%

\*Assumes no retirements of eligible employees prior to 06/30/2020.

## PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

### Number of employees in the personnel system administered by DHRD.

DEPARTMENT	CIVIL SERVICE	EXEMPT	TOTAL	PERCENT OF TOTAL HRD WORKFORCE
ACCOUNTING & GENERAL SERVICES	667	64	731	4.99%
AGRICULTURE	239	21	260	1.78%
ATTORNEY GENERAL	363	234	597	4.08%
BUDGET & FINANCE	181	213	394	2.69%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	106	158	264	1.80%
COMMERCE & CONSUMER AFFAIRS	242	149	391	2.67%
DEFENSE	162	193	355	2.43%
GOVERNOR	0	44	44	0.30%
HAWAIIAN HOME LANDS	49	74	123	0.84%
HEALTH	2,275	335	2,610	17.83%
HI STATE PUBLIC LIBRARIES SYSTEM	485	3	488	3.33%
HUMAN RESOURCES DEVELOPMENT	86	4	90	0.61%
HUMAN SERVICES	1,837	90	1,927	13.17%
LABOR & INDUSTRIAL RELATIONS	441	56	497	3.40%
LAND & NATURAL RESOURCES	672	75	747	5.10%
LIEUTENANT GOVERNOR	0	21	21	0.14%
PUBLIC SAFETY	2,372	79	2,451	16.75%
TAXATION	321	29	350	2.39%
TRANSPORTATION	2,265	30	2,295	15.68%
TOTAL:	12,763	1,872	14,635	100.00%

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

### Gender distribution of employees in the personnel system administered by DHRD. Numbers do not add up to total workforce due to unreported gender.

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES	FEMALE		MALE	
		COUNT OF EMPLOYEES	PERCENT	COUNT OF EMPLOYEES	PERCENT
ACCOUNTING & GENERAL SERVICES	731	271	37.07%	460	62.93%
AGRICULTURE	260	102	39.23%	158	60.77%
ATTORNEY GENERAL	597	401	67.17%	196	32.83%
BUDGET & FINANCE	394	238	60.41%	156	39.59%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	264	151	57.20%	113	42.80%
COMMERCE & CONSUMER AFFAIRS	391	275	70.33%	116	29.67%
DEFENSE	355	121	34.08%	234	65.92%
GOVERNOR	43	31	72.09%	12	27.91%
HAWAIIAN HOME LANDS	123	74	60.16%	49	39.84%
HEALTH	2,604	1,735	66.63%	869	33.37%
HI STATE PUBLIC LIBRARIES SYSTEM	487	365	74.95%	122	25.05%
HUMAN RESOURCES DEVELOPMENT	90	76	84.44%	14	15.56%
HUMAN SERVICES	1,927	1,334	69.23%	593	30.77%
LABOR & INDUSTRIAL RELATIONS	497	338	68.01%	159	31.99%
LAND & NATURAL RESOURCES	747	280	37.48%	467	62.52%
LIEUTENANT GOVERNOR	21	14	66.67%	7	33.33%
PUBLIC SAFETY	2,451	668	27.25%	1,783	72.75%
TAXATION	350	236	67.43%	114	32.57%
TRANSPORTATION	2,294	628	27.38%	1,666	72.62%
TOTAL:	14,626	7,338	50.17%	7,288	49.83%



**PERSONNEL SYSTEM ADMINISTERED BY DHRD  
WORKFORCE OVERVIEW**

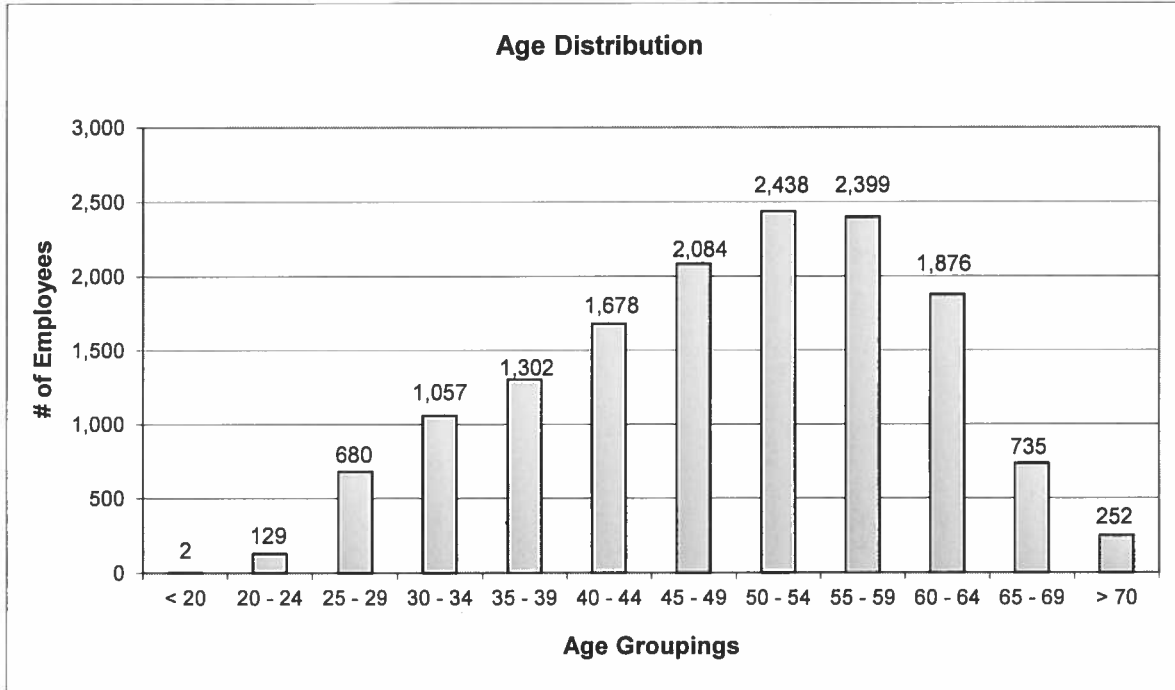
**Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by DHRD.**

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	1,890	12.91%
02	HGEA	Blue Collar, Supvry	183	1.25%
03	HGEA	White Collar, Non-Supvry	3,826	26.14%
04	HGEA	White Collar, Supvry	272	1.86%
09	HGEA	Registered Professional Nurses	397	2.71%
10	UPW	Institutional, Health and Correctional Workers	1,676	11.45%
11	HFFA	Firefighters	177	1.21%
13	HGEA	Professional & Scientific	4,420	30.20%
<b>TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:</b>			<b>12,841</b>	<b>87.74%</b>

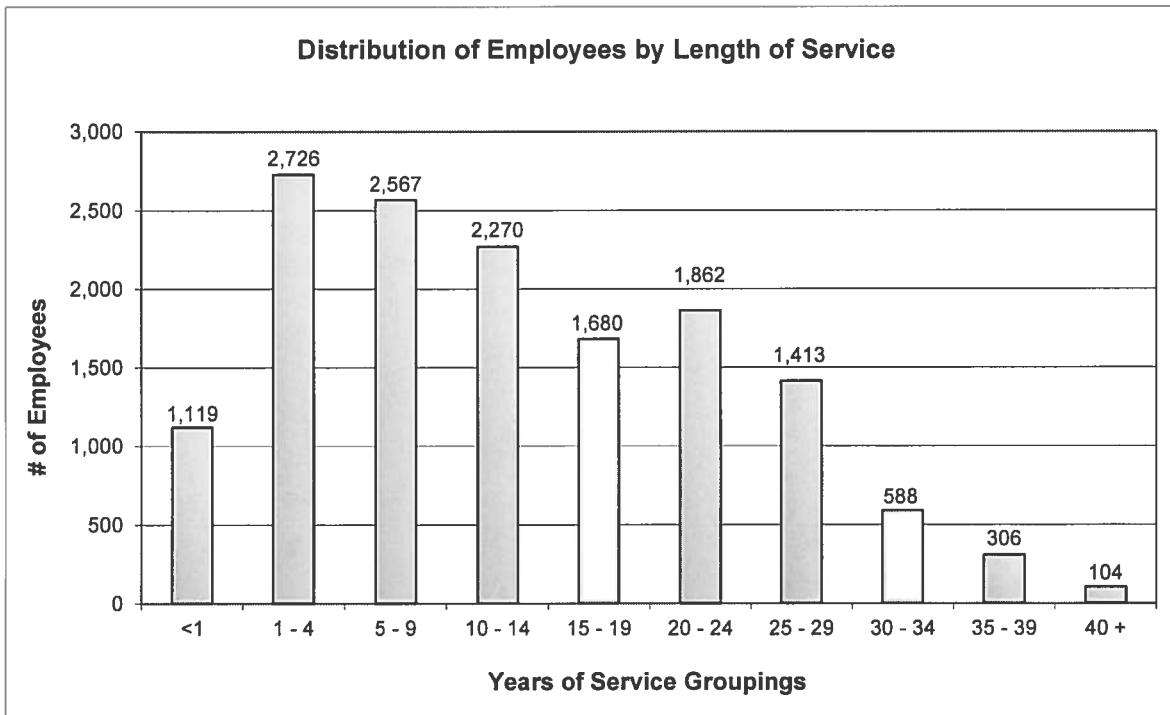
Total Workforce: 14,626

## PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

**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 do not add up to the total workforce due to unreported birthdates.**



**Length of service of employees in the personnel system administered by DHRD.**



**PERSONNEL SYSTEM ADMINISTERED BY DHRD  
WORKFORCE OVERVIEW**

**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 2019-2020 (i.e., ending June 30, 2020).**

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY15)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2020	PERCENT OF DEPARTMENTAL WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2020
			FY16	FY17	FY18	FY19	FY20		
ACCOUNTING & GENERAL SERVICES	731	152	32	27	30	32	27	300	41.04%
AGRICULTURE	260	47	10	14	7	8	14	100	38.46%
ATTORNEY GENERAL	597	104	35	21	19	17	17	213	35.68%
BUDGET & FINANCE	394	44	13	9	13	10	8	97	24.62%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	264	51	12	9	8	10	10	100	37.88%
COMMERCE & CONSUMER AFFAIRS	391	51	10	18	9	14	20	122	31.20%
DEFENSE	355	46	8	14	3	7	16	94	26.48%
GOVERNOR	44	4	1	2	0	0	0	7	15.91%
HAWAIIAN HOME LANDS	123	26	4	9	3	2	4	48	39.02%
HEALTH	2,610	410	100	93	92	94	94	883	33.83%
HI STATE PUBLIC LIBRARIES SYSTEM	488	107	21	13	23	22	14	200	40.98%
HUMAN RESOURCES DEVELOPMENT	90	21	5	1	4	7	6	44	48.89%
HUMAN SERVICES	1,927	295	76	62	78	51	62	624	32.38%
LABOR & INDUSTRIAL RELATIONS	497	106	30	18	17	16	18	205	41.25%
LAND & NATURAL RESOURCES	747	104	24	31	21	28	26	234	31.33%
LIEUTENANT GOVERNOR	21	0	0	1	0	0	0	1	4.76%
PUBLIC SAFETY	2,451	355	66	68	91	89	87	756	30.84%
TAXATION	350	58	11	17	7	14	8	115	32.86%
TRANSPORTATION	2,295	357	96	85	88	79	101	806	35.12%
<b>TOTALS:</b>	<b>14,635</b>	<b>2,338</b>	<b>554</b>	<b>512</b>	<b>513</b>	<b>500</b>	<b>532</b>	<b>4,949*</b>	<b>33.82%</b>

\*Assumes no retirements of eligible employees prior to 06/30/2020.

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	21,707	100%
Civil Service & Exempt	5,183	24%
Support Services Personnel	2,936	14%
Teachers & Educational Officers	13,588	63%

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

Gender Distribution	21,696	100%
Female	15,956	74%
Male	5,740	26%

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

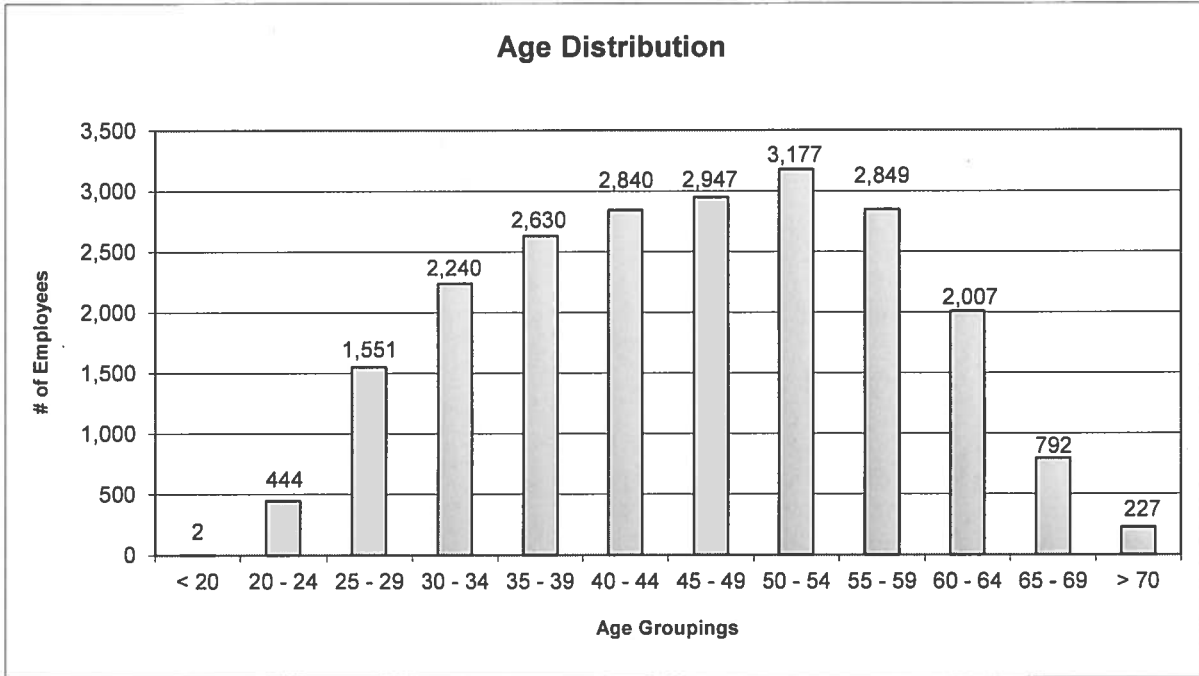
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	2,022	9.31%
02	HGEA	Blue Collar, Suprvy	246	1.13%
03	HGEA	White Collar, Non-Suprvy	4,411	20.32%
04	HGEA	White Collar, Suprvy	261	1.20%
05	HSTA	BOE Teachers	12,440	57.31%
06	HGEA	BOE Educational Officers	842	3.88%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	22	0.10%
13	HGEA	Professional & Scientific	992	4.57%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			21,238	97.84%

Total Workforce: 21,707

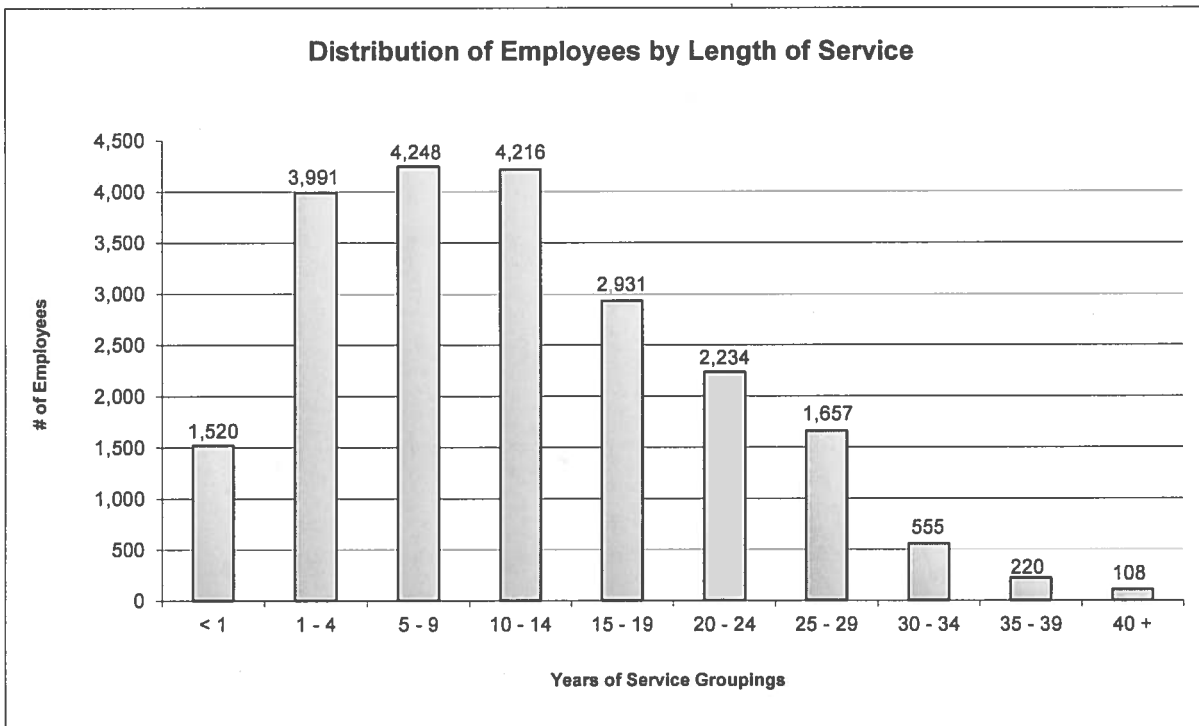
Due to rounding of individual percentages, the sum does not equal 97.84%.

DEPARTMENT OF EDUCATION  
WORKFORCE OVERVIEW

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



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 2019-2020 (i.e., ending June 30, 2020).**

DEPARTMENT OF EDUCATION	TOTAL NUMBER OF EMPLOYEES IN THE DOE WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY15)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2020	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2020
			FY16	FY17	FY18	FY19	FY20		
CIVIL SERVICE & EXEMPT	5,183	691	219	204	177	183	179	1,653	31.89%
SUPPORT SERVICES PERSONNEL	2,936	335	90	86	114	84	94	803	27.35%
CERTIFICATED	13,588	1,262	364	330	375	349	363	3,043	22.39%
TOTALS:	21,707	2,288	673	620	666	616	636	5,499*	25.33%

\*Assumes no retirements of eligible employees prior to 06/30/2020.

## 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	8,802	100%
Administrative, Professional & Technical Staff	2,474	28.1%
Civil Service & Exempt*	1,318	15.0%
Executive/Managerial	219	2.5%
Faculty	3,607	41.0%
Graduate Assistants**	1,184	13.5%
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	8,802	100%
Female	4,713	54%
Male	4,089	46%

## UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

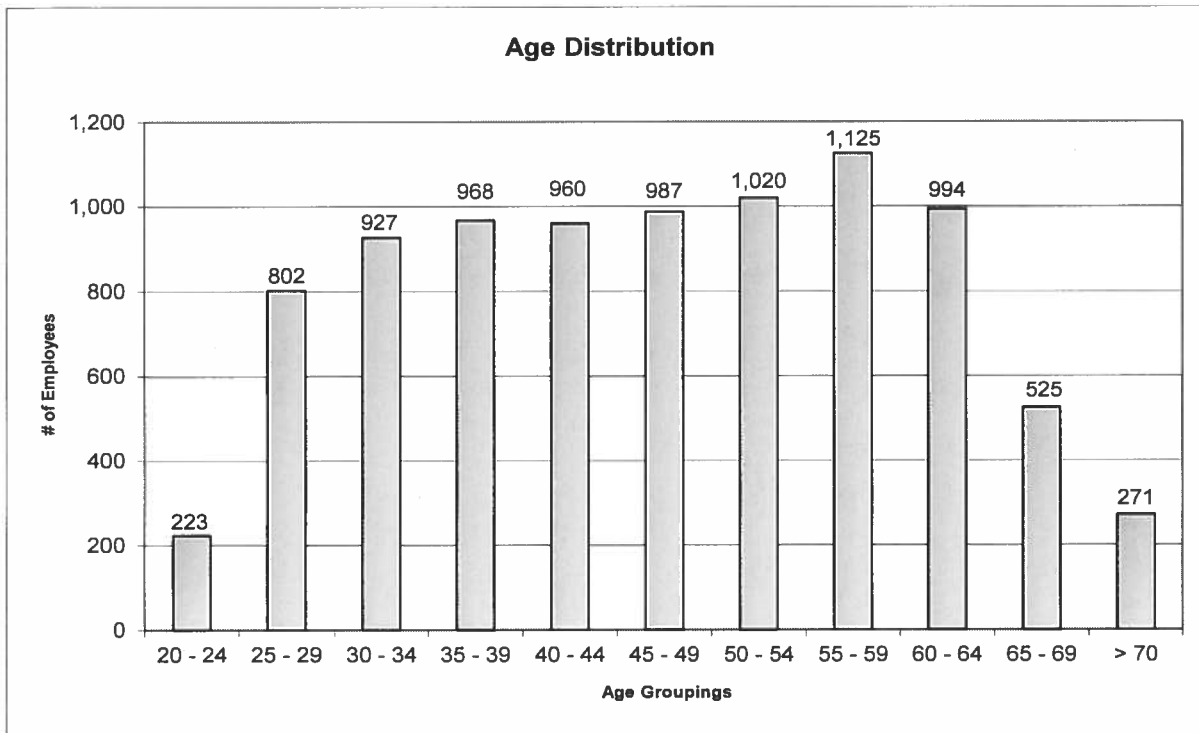
**Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.**

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	522	5.93%
02	HGEA	Blue Collar, Suprvy	14	0.16%
03	HGEA	White Collar, Non-Suprvy	681	7.74%
04	HGEA	White Collar, Suprvy	30	0.34%
07	UHPA	Faculty	3,436	39.04%
08	HGEA	Administrative, Professional, & Technical	2,358	26.79%
09	HGEA	Registered Prof'l Nurses	8	0.09%
10	UPW	Institutional, Health and Correctional Workers	2	0.02%
<b>TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:</b>			<b>7,051</b>	<b>80.11%</b>

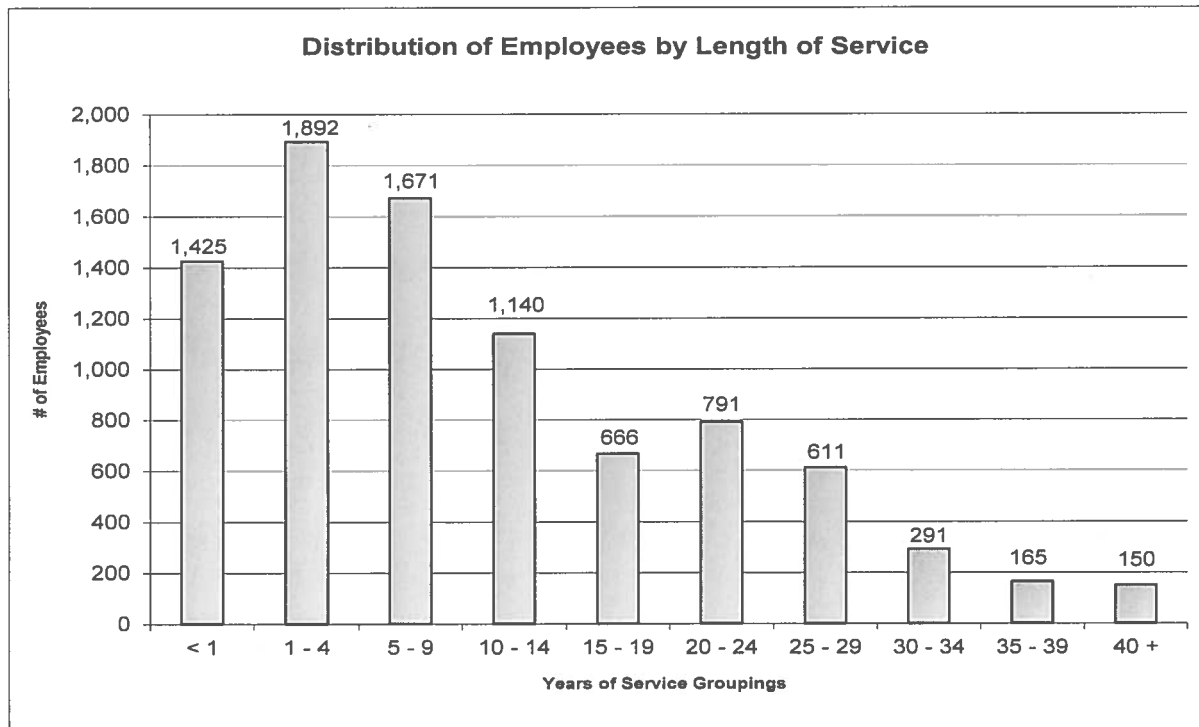
Total Workforce: 8,802



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



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



# UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

**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 2019-2020 (i.e., ending June 30, 2020).**

UNIVERSITY OF HAWAII	TOTAL NUMBER OF EMPLOYEES IN THE UH WORKFORCE*	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY15)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2020	PERCENT OF THE UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2020
			FY16	FY17	FY18	FY19	FY20		
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,474	258	58	67	66	60	75	584	23.61%
CIVIL SERVICE & EXEMPT	1,318	264	50	63	63	66	65	571	43.32%
EXECUTIVE/ MANAGERIAL	219	72	15	11	5	7	4	114	52.05%
FACULTY	3,607	789	104	125	94	92	69	1,273	35.29%
TOTALS:	7,618	1,383	227	266	228	225	213	2,542**	33.37%

\*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 06/30/2020.

## HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

**Number of employees in the personnel system administered by HHSC.**

Total Workforce	4,121	100%
Civil Service	3,995	97%
Exempt	126	3%

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

Gender Distribution	4,121	100%
Female	3,108	75%
Male	1,013	25%

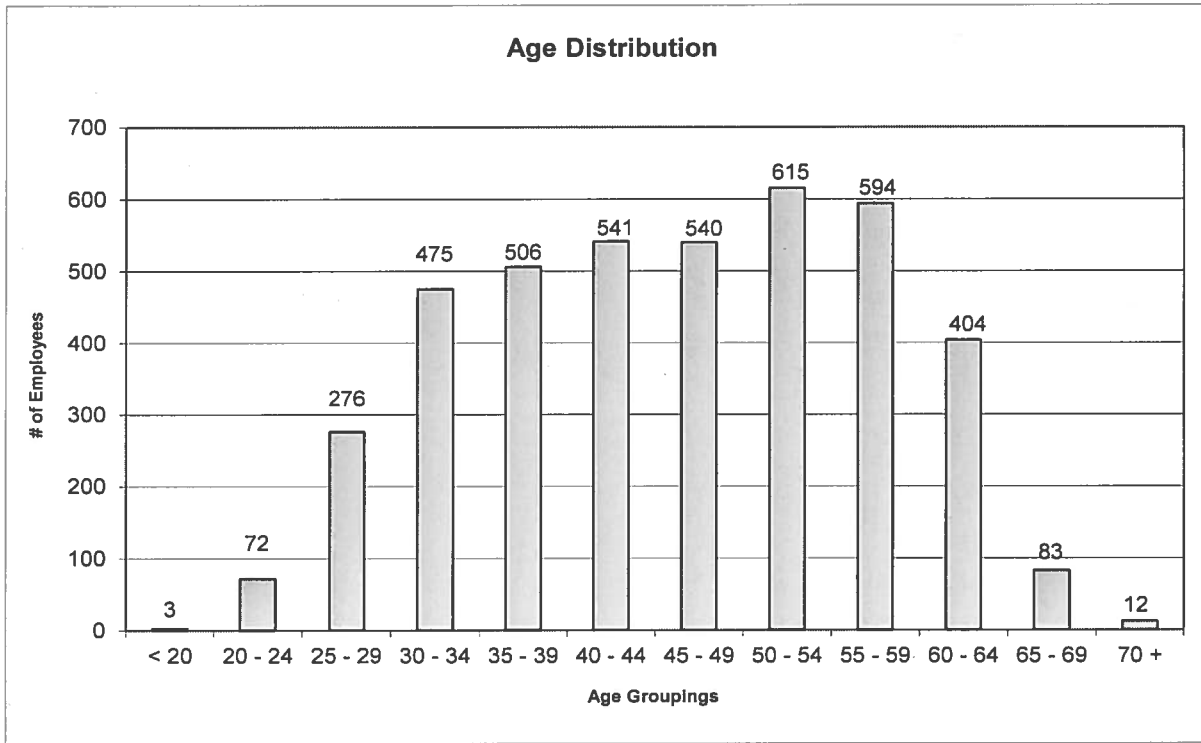
**Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by HHSC.**

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	465	11.28%
02	HGEA	Blue Collar, Suprvy	29	0.70%
03	HGEA	White Collar, Non-Suprvy	653	15.85%
04	HGEA	White Collar, Suprvy	14	0.34%
09	HGEA	Registered Prof'l Nurses	1,265	30.70%
10	UPW	Institutional, Health and Correctional Workers	1,070	25.96%
13	HGEA	Professional & Scientific	395	9.59%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			3,891	94.42%

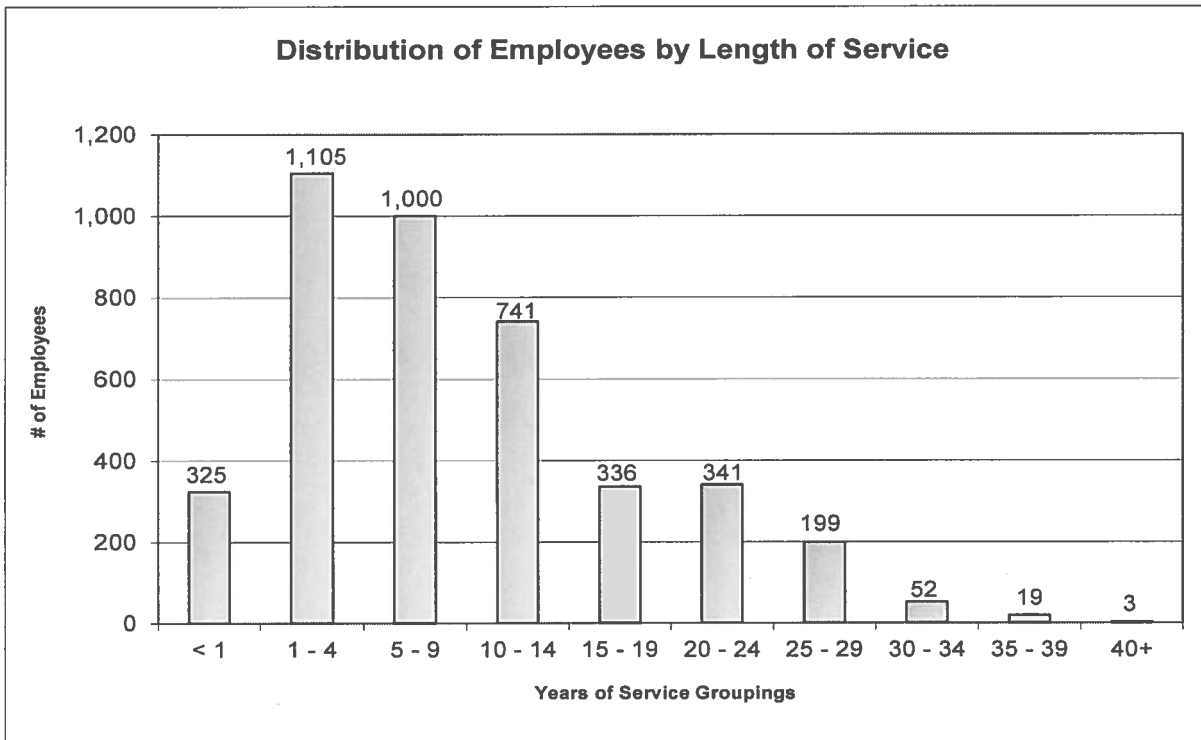
Total Workforce: 4,121

# HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

**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 WORKFORCE OVERVIEW

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**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 2019-2020 (i.e., ending June 30, 2020).**

HAWAII HEALTH SYSTEMS CORPORATION	TOTAL NUMBER OF EMPLOYEES IN THE HHSC WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY15)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2020	PERCENT OF HHSC WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2020
			FY16	FY17	FY18	FY19	FY20		
CMIL SERVICE	3,995	259	133	113	108	115	125	853	21.35%
EXEMPT	126	14	4	4	7	1	2	32	25.40%
<b>TOTALS:</b>	<b>4,121</b>	<b>273</b>	<b>137</b>	<b>117</b>	<b>115</b>	<b>116</b>	<b>127</b>	<b>885*</b>	<b>21.48%</b>

\*Assumes no retirements of eligible employees prior to 06/30/2020.