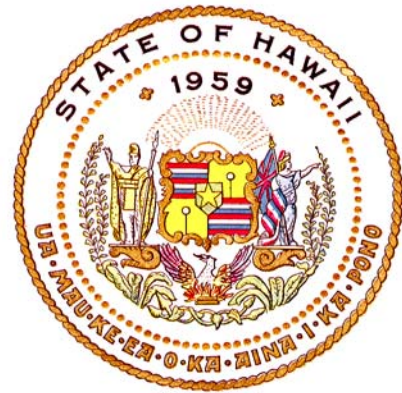


State of Hawaii Executive Branch Workforce Profile



Neil Abercrombie
Governor
State of Hawaii

Department of Human Resources Development
Cindy S. Inouye
Interim Director

Submitted November 2014

Workforce Demographic Data
as of June 30, 2014

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EXECUTIVE SUMMARY

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 49,670 civil service and exempt employees as of June 30, 2014.¹ 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	12,621	25.41%
Exempt Employees	1,900	3.83%
Department of Human Resources Development Total:	14,521	29.24%
Department of Education (DOE)		
Civil Service Employees	5,143	10.35%
Exempt Employees	39	0.08%
Support Services Personnel	2,902	5.84%
Teachers & Educational Officers	13,713	27.61%
Department of Education Employees Total*:	21,797	43.88%
University of Hawaii (UH)		
Administrative, Professional & Technical Staff	2,493	5.02%
Civil Service	1,377	2.77%
Exempt	45	0.09%
Executive/Managerial	209	0.42%
Faculty	3,690	7.43%
Graduate Assistants**	1,266	2.55%
Lecturers	***	
University of Hawaii Employees Total***:	9,080	18.28%
Hawaii Health Systems Corporation (HHSC)		
Civil Service Employees	4,141	8.34%
Exempt Employees	131	0.26%
Hawaii Health Systems Corporation Total:	4,272	8.60%
TOTAL WORKFORCE	49,670	100.00%

*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	49,670	100%
Female	31,387	63%
Male	18,283	37%

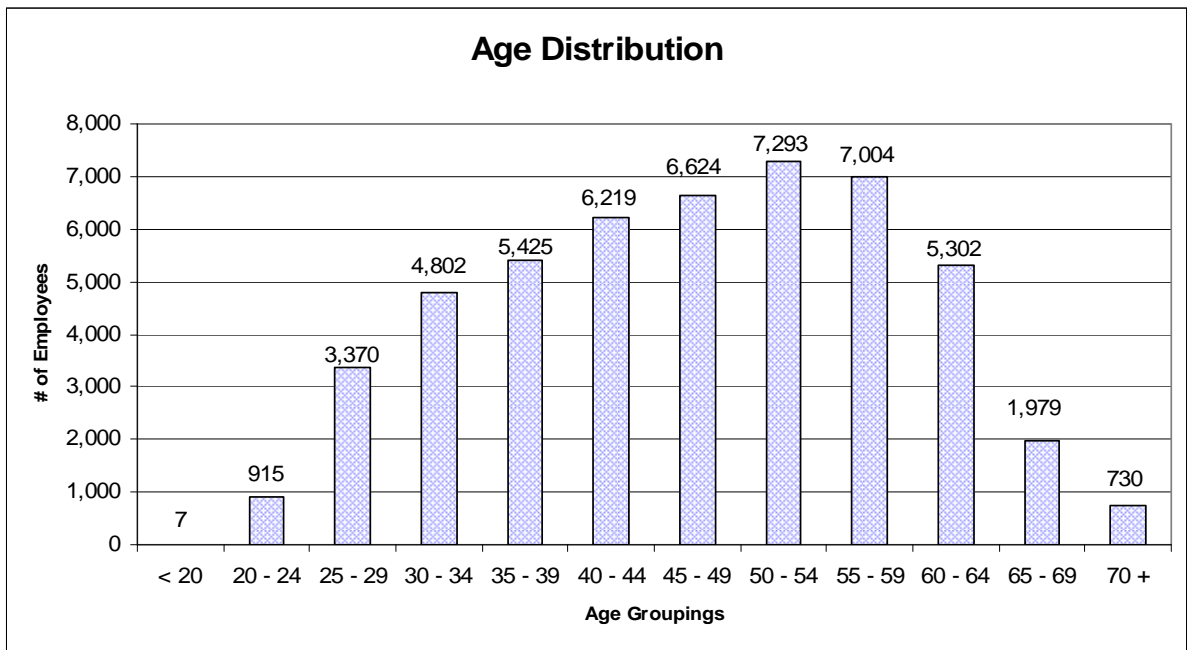
Bargaining unit distribution of employees covered by collective bargaining in the Executive Branch.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	4,959	9.98%
02	HGEA	Blue Collar, Supvry	467	0.94%
03	HGEA	White Collar, Non-Supvry	9,580	19.29%
04	HGEA	White Collar, Supvry	567	1.14%
05	HSTA	DOE Teachers	12,582	25.33%
06	HGEA	DOE Educational Officers	826	1.66%
07	UHPA	UH Faculty	3,516	7.08%
08	HGEA	UH Administrative, Professional, and Technical	2,381	4.79%
09	HGEA	Registered Professional Nurses	1,527	3.07%
10	UPW	Institutional, Health and Correctional Workers	2,702	5.44%
11	HFFA	Firefighters	149	0.30%
13	HGEA	Professional & Scientific	5,184	10.44%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			44,440	89.47%

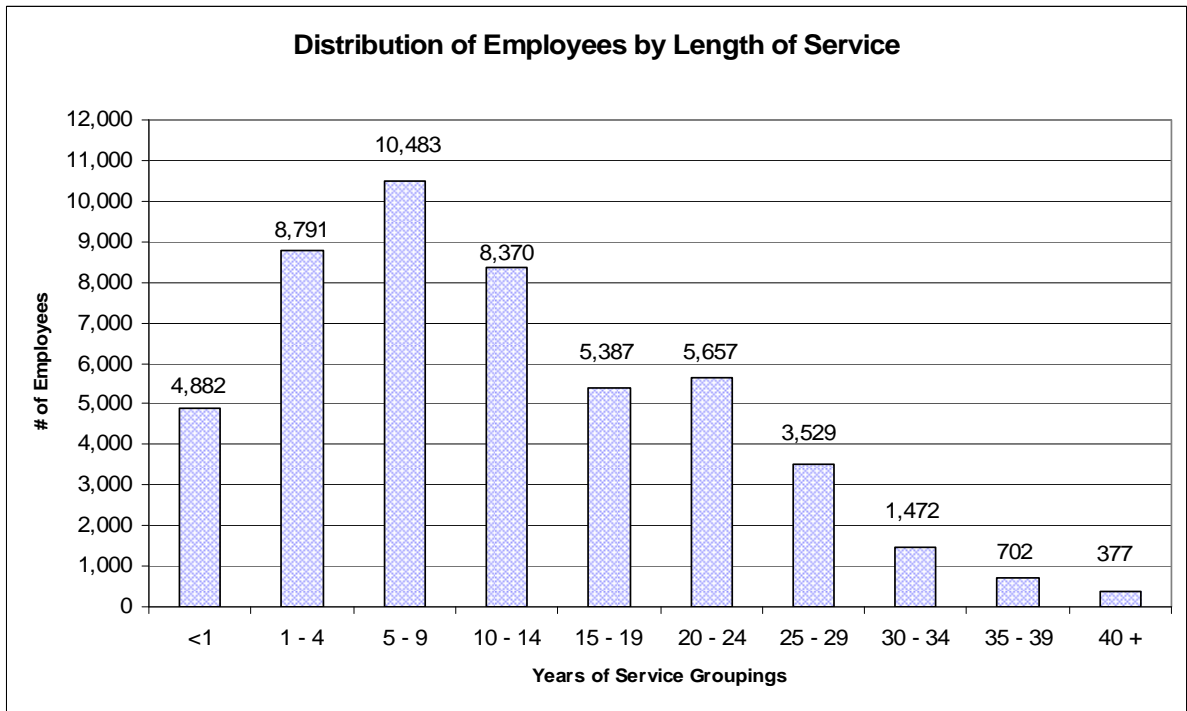
Total Workforce: 49,670

EXECUTIVE BRANCH WORKFORCE CIVIL SERVICE AND EXEMPT EMPLOYEES

Age distribution of employees in the Executive Branch.



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 2018-2019 (i.e., ending June 30, 2019).

TOTAL NUMBER OF EMPLOYEES IN THE EXECUTIVE BRANCH	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY14)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2019	PERCENT OF EXECUTIVE BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2019
		FY15	FY16	FY17	FY18	FY19		
49,670	6,114	1,449	1,683	1,600	1,570	1,492	13,908*	28.00%

*Assumes no retirements of eligible employees prior to 06/30/2019.

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	681	72	753	5.19%
AGRICULTURE	241	21	262	1.80%
ATTORNEY GENERAL	368	232	600	4.13%
BUDGET & FINANCE	174	197	371	2.55%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	112	151	263	1.81%
COMMERCE & CONSUMER AFFAIRS	250	148	398	2.74%
DEFENSE	149	205	354	2.44%
GOVERNOR	0	55	55	0.38%
HAWAIIAN HOME LANDS	49	78	127	0.87%
HEALTH	2,182	359	2,541	17.50%
HI STATE PUBLIC LIBRARIES SYSTEM	488	4	492	3.39%
HUMAN RESOURCES DEVELOPMENT	89	4	93	0.64%
HUMAN SERVICES	1,830	111	1,941	13.37%
LABOR & INDUSTRIAL RELATIONS	452	44	496	3.42%
LAND & NATURAL RESOURCES	668	77	745	5.13%
LIEUTENANT GOVERNOR	0	22	22	0.15%
PUBLIC SAFETY	2,350	73	2,423	16.69%
TAXATION	310	21	331	2.28%
TRANSPORTATION	2,228	26	2,254	15.52%
TOTAL:	12,621	1,900	14,521	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	753	285	37.85%	468	62.15%
AGRICULTURE	262	99	37.79%	163	62.21%
ATTORNEY GENERAL	600	405	67.50%	195	32.50%
BUDGET & FINANCE	371	227	61.19%	144	38.81%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	263	153	58.17%	110	41.83%
COMMERCE & CONSUMER AFFAIRS	398	284	71.36%	114	28.64%
DEFENSE	354	122	34.46%	232	65.54%
GOVERNOR	55	35	63.64%	20	36.36%
HAWAIIAN HOME LANDS	127	75	59.06%	52	40.94%
HEALTH	2,541	1,681	66.16%	860	33.84%
HI STATE PUBLIC LIBRARIES SYSTEM	492	365	74.19%	127	25.81%
HUMAN RESOURCES DEVELOPMENT	93	76	81.72%	17	18.28%
HUMAN SERVICES	1,941	1,343	69.19%	598	30.81%
LABOR & INDUSTRIAL RELATIONS	496	337	67.94%	159	32.06%
LAND & NATURAL RESOURCES	745	271	36.38%	474	63.62%
LIEUTENANT GOVERNOR	22	14	63.64%	8	36.36%
PUBLIC SAFETY	2,423	672	27.73%	1,751	72.27%
TAXATION	331	225	67.98%	106	32.02%
TRANSPORTATION	2,254	628	27.86%	1,626	72.14%
TOTAL:	14,521	7,297	50.25%	7,224	49.75%

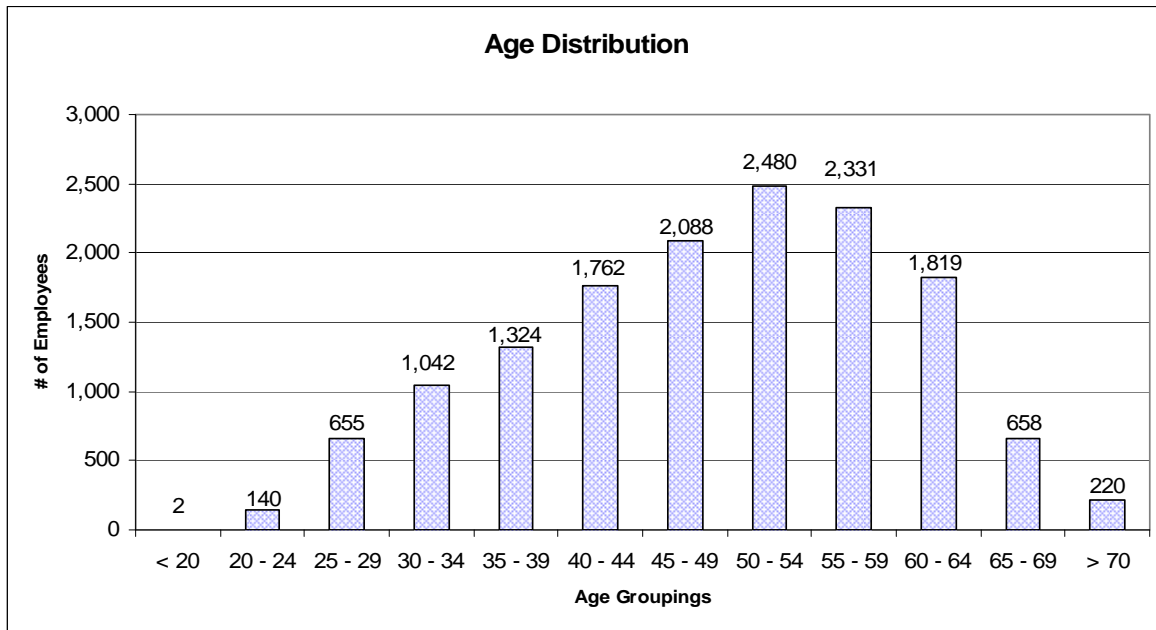
**PERSONNEL SYSTEM ADMINISTERED BY DHRD
CIVIL SERVICE AND EXEMPT EMPLOYEES**

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-Supvry	1,873	12.90%
02	HGEA	Blue Collar, Supvry	178	1.23%
03	HGEA	White Collar, Non-Supvry	3,844	26.47%
04	HGEA	White Collar, Supvry	270	1.86%
09	HGEA	Registered Professional Nurses	391	2.69%
10	UPW	Institutional, Health and Correctional Workers	1,631	11.23%
11	HFFA	Firefighters	166	1.14%
13	HGEA	Professional & Scientific	4,395	30.27%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			12,748	87.79%

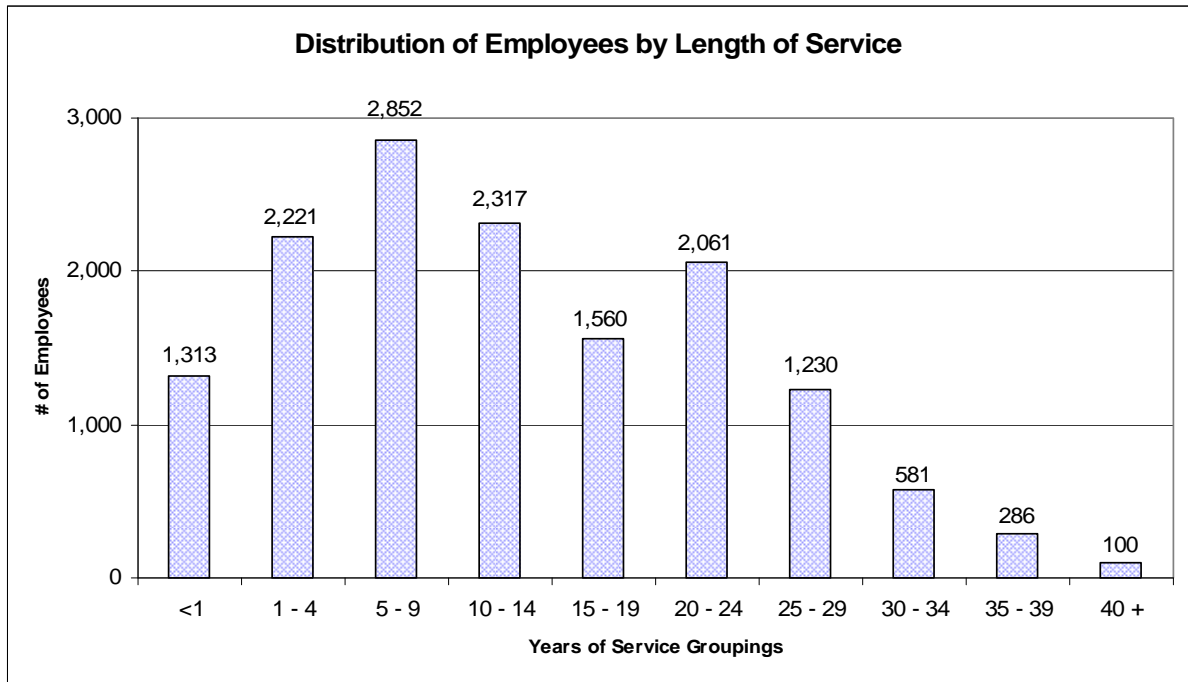
Total Workforce: 14,521

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.



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 2018-2019 (i.e., ending June 30, 2019).

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY14)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2019	PERCENT OF DEPARTMENTAL WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2019
			FY15	FY16	FY17	FY18	FY19		
ACCOUNTING & GENERAL SERVICES	753	134	40	32	29	30	32	297	39.44%
AGRICULTURE	262	42	8	11	15	8	6	90	34.35%
ATTORNEY GENERAL	600	95	19	37	21	16	18	206	34.33%
BUDGET & FINANCE	371	41	7	14	9	13	10	94	25.34%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	263	45	13	13	9	8	10	98	37.26%
COMMERCE & CONSUMER AFFAIRS	398	49	11	10	19	11	14	114	28.64%
DEFENSE	354	41	12	9	12	3	6	83	23.45%
GOVERNOR	55	1	0	4	3	3	1	12	21.82%
HAWAIIAN HOME LANDS	127	22	7	5	9	4	2	49	38.58%
HEALTH	2,541	371	91	106	92	91	94	845	33.25%
HI STATE PUBLIC LIBRARIES SYSTEM	492	100	22	22	14	22	22	202	41.06%
HUMAN RESOURCES DEVELOPMENT	93	18	5	5	1	4	7	40	43.01%
HUMAN SERVICES	1,941	268	73	80	64	77	54	616	31.74%
LABOR & INDUSTRIAL RELATIONS	496	112	7	32	24	19	16	210	42.34%
LAND & NATURAL RESOURCES	745	94	30	25	32	21	29	231	31.01%
LIEUTENANT GOVERNOR	22	0	0	0	1	0	0	1	4.55%
PUBLIC SAFETY	2,423	429	64	71	79	92	81	816	33.68%
TAXATION	331	56	13	11	17	7	14	118	35.65%
TRANSPORTATION	2,254	324	59	94	85	89	77	728	32.30%
TOTALS:	14,521	2,242	481	581	535	518	493	4,850*	33.40%

*Assumes no retirements of eligible employees prior to 06/30/2019.

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	21,797	100%
Civil Service & Exempt	5,182	24%
Support Services Personnel	2,902	13%
Teachers & Educational Officers	13,713	63%

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

Gender Distribution	21,797	100%
Female	16,057	74%
Male	5,740	26%

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

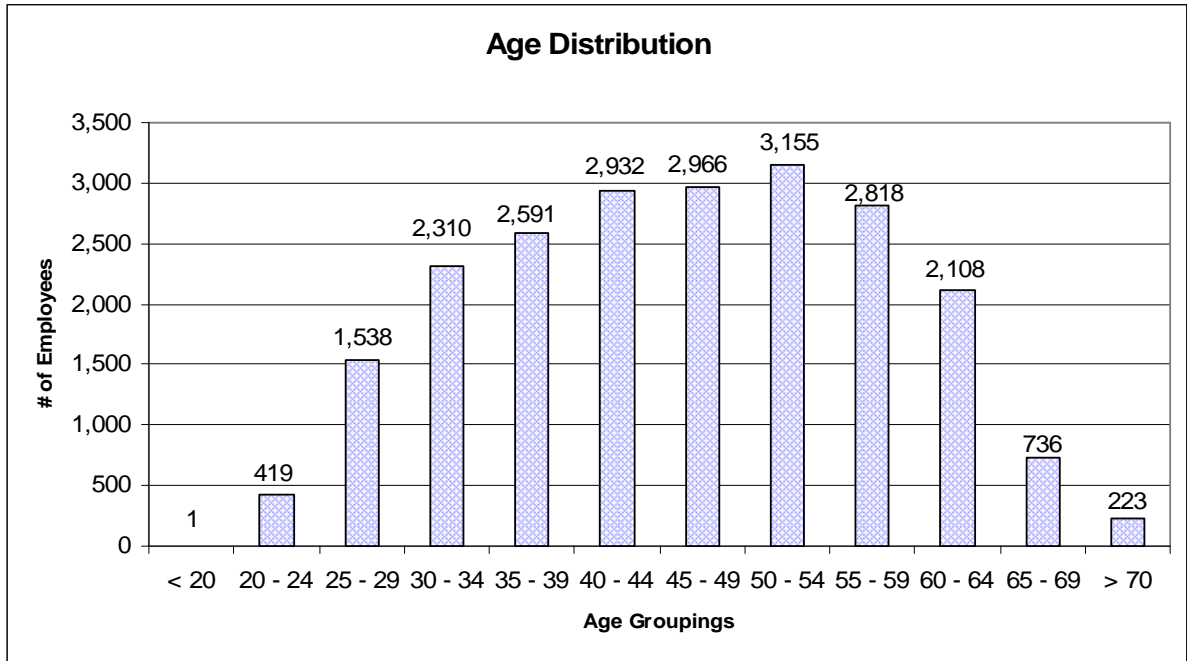
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	2,067	9.48%
02	HGEA	Blue Collar, Supvry	248	1.14%
03	HGEA	White Collar, Non-Supvry	4,327	19.85%
04	HGEA	White Collar, Supvry	256	1.17%
05	HSTA	BOE Teachers	12,582	57.72%
06	HGEA	BOE Educational Officers	826	3.79%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	24	0.11%
13	HGEA	Professional & Scientific	997	4.57%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			21,329	97.85%

Total Workforce: 21,797

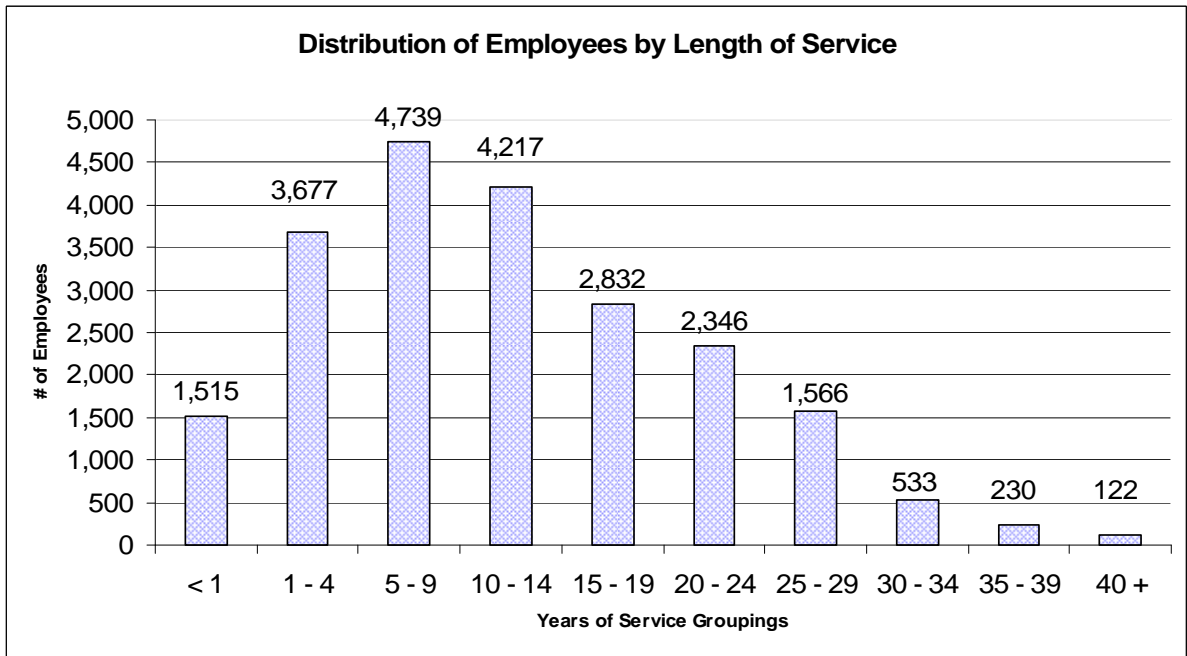
Due to rounding of individual percentages, the sum does not equal 97.85%.

DEPARTMENT OF EDUCATION
WORKFORCE OVERVIEW

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



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 2018-2019 (i.e., ending June 30, 2019).

DEPARTMENT OF EDUCATION	TOTAL NUMBER OF EMPLOYEES IN THE DOE WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY14)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2019	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2019
			FY15	FY16	FY17	FY18	FY19		
CIVIL SERVICE & EXEMPT	5,182	650	197	239	214	183	194	1,677	32.36%
SUPPORT SERVICES PERSONNEL	2,902	305	95	91	88	116	87	782	26.95%
CERTIFICATED	13,713	1,265	344	390	356	397	361	3,113	22.70%
TOTALS:	21,797	2,220	636	720	658	696	642	5,572*	25.56%

*Assumes no retirements of eligible employees prior to 06/30/2019.

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	9,080	100%
Administrative, Professional & Technical Staff	2,493	27.5%
Civil Service & Exempt*	1,422	15.7%
Executive/Managerial	209	2.3%
Faculty	3,690	40.6%
Graduate Assistants**	1,266	13.9%
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	9,080	100%
Female	4,835	53%
Male	4,245	47%

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

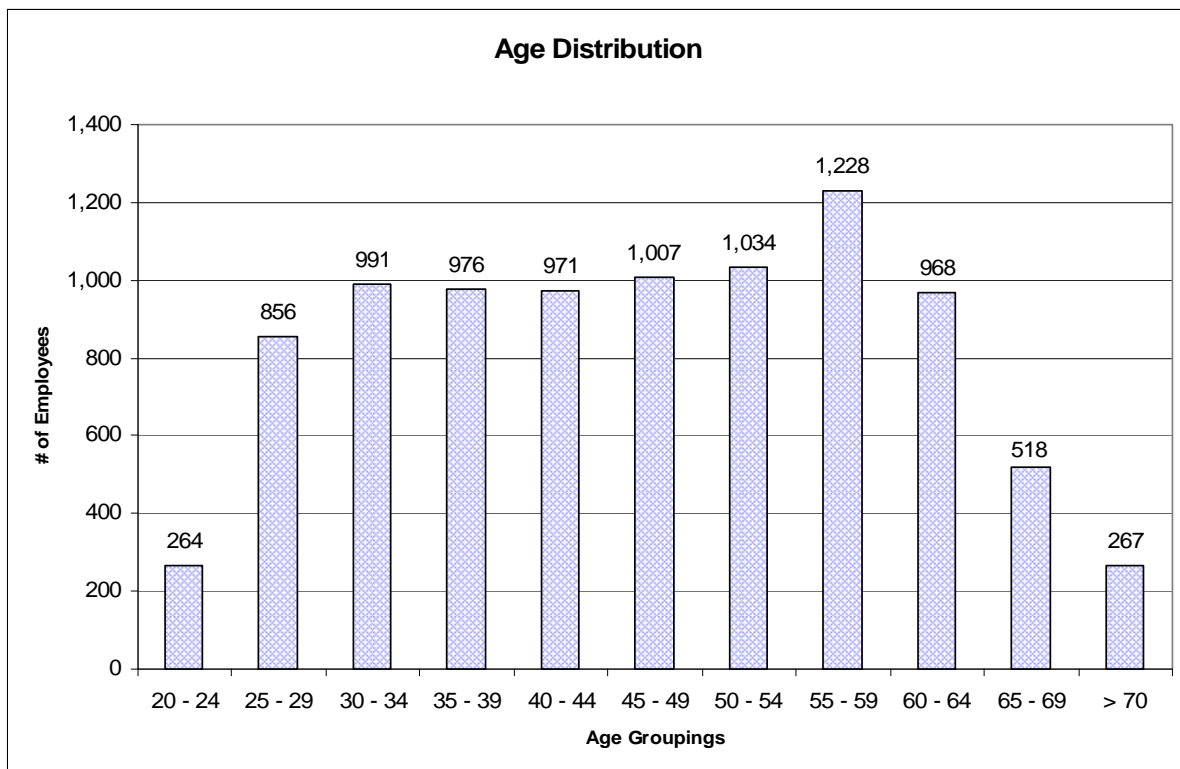
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	528	5.81%
02	HGEA	Blue Collar, Suprvy	14	0.15%
03	HGEA	White Collar, Non-Suprvy	732	8.06%
04	HGEA	White Collar, Suprvy	24	0.26%
07	UHPA	Faculty	3,516	38.72%
08	HGEA	Administrative, Professional, & Technical	2,381	26.22%
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:			7,206	79.36%

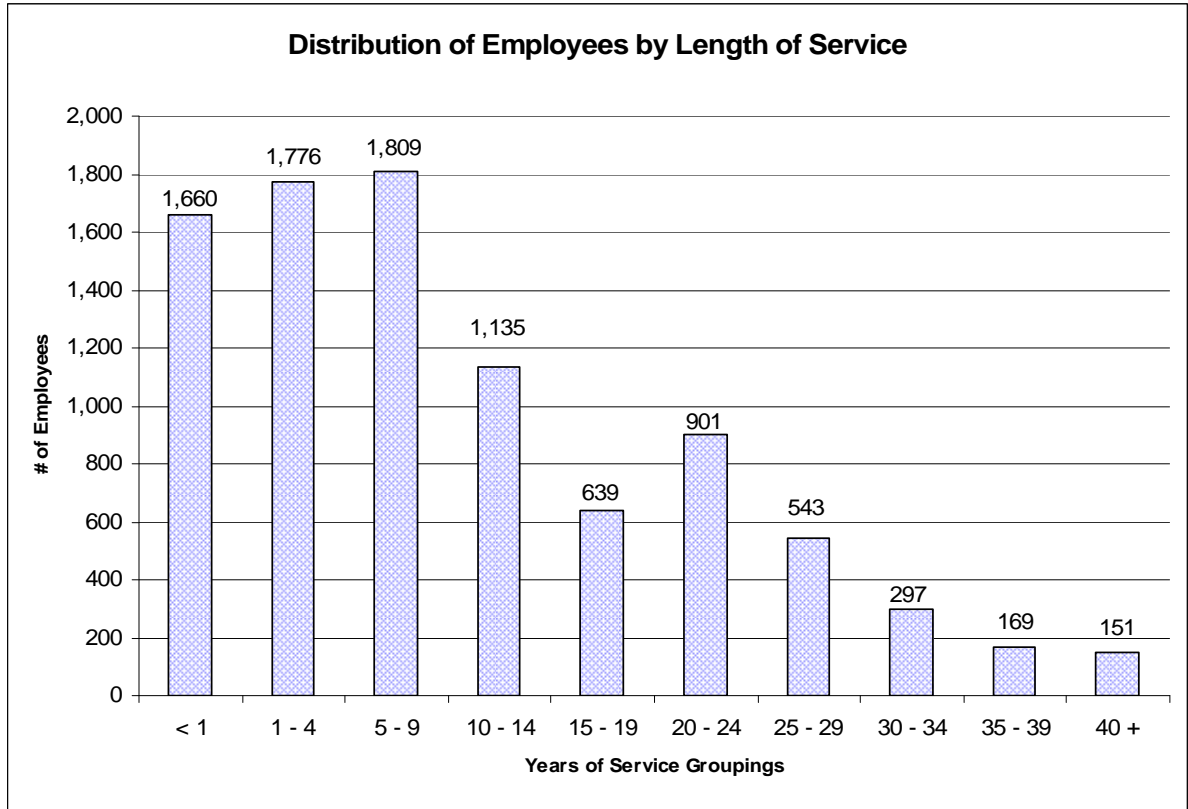
Total Workforce: 9,080

Due to rounding of individual percentages, the sum does not equal 79.36%.

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 2018-2019 (i.e., ending June 30, 2019).

UNIVERSITY OF HAWAII	TOTAL NUMBER OF EMPLOYEES IN THE UH WORKFORCE*	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY14)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2019	PERCENT OF THE UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2019
			FY15	FY16	FY17	FY18	FY19		
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,493	247	55	63	70	67	61	563	22.58%
CIVIL SERVICE & EXEMPT	1,422	274	54	50	64	66	68	576	40.51%
EXECUTIVE/MANAGERIAL	209	70	4	14	12	6	8	114	54.55%
FACULTY	3,690	792	105	109	128	97	96	1,327	35.96%
TOTALS:	7,814	1,383	218	236	274	236	233	2,580**	33.02%

* 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 06/30/2019.

HAWAII HEALTH SYSTEMS CORPORATION CIVIL SERVICE AND EXEMPT EMPLOYEES

Number of employees in the personnel system administered by HHSC.

Total Workforce	4,272	100%
Civil Service	4,141	97%
Exempt	131	3%

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

Gender Distribution	4,272	100%
Female	3,198	75%
Male	1,074	25%

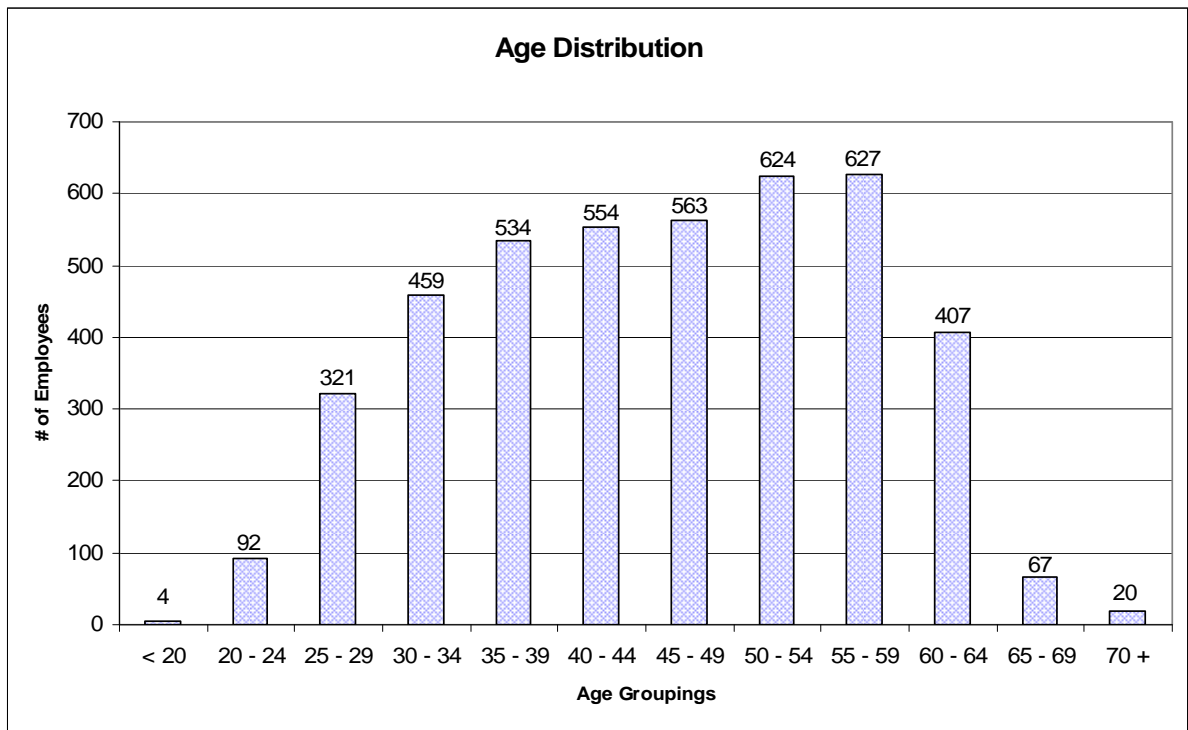
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by HHSC.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	491	11.49%
02	HGEA	Blue Collar, Supvry	27	0.63%
03	HGEA	White Collar, Non-Supvry	677	15.85%
04	HGEA	White Collar, Supvry	17	0.40%
09	HGEA	Registered Prof'l Nurses	1,277	29.89%
10	UPW	Institutional, Health and Correctional Workers	1,116	26.12%
13	HGEA	Professional & Scientific	427	10.00%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			4,032	94.38%

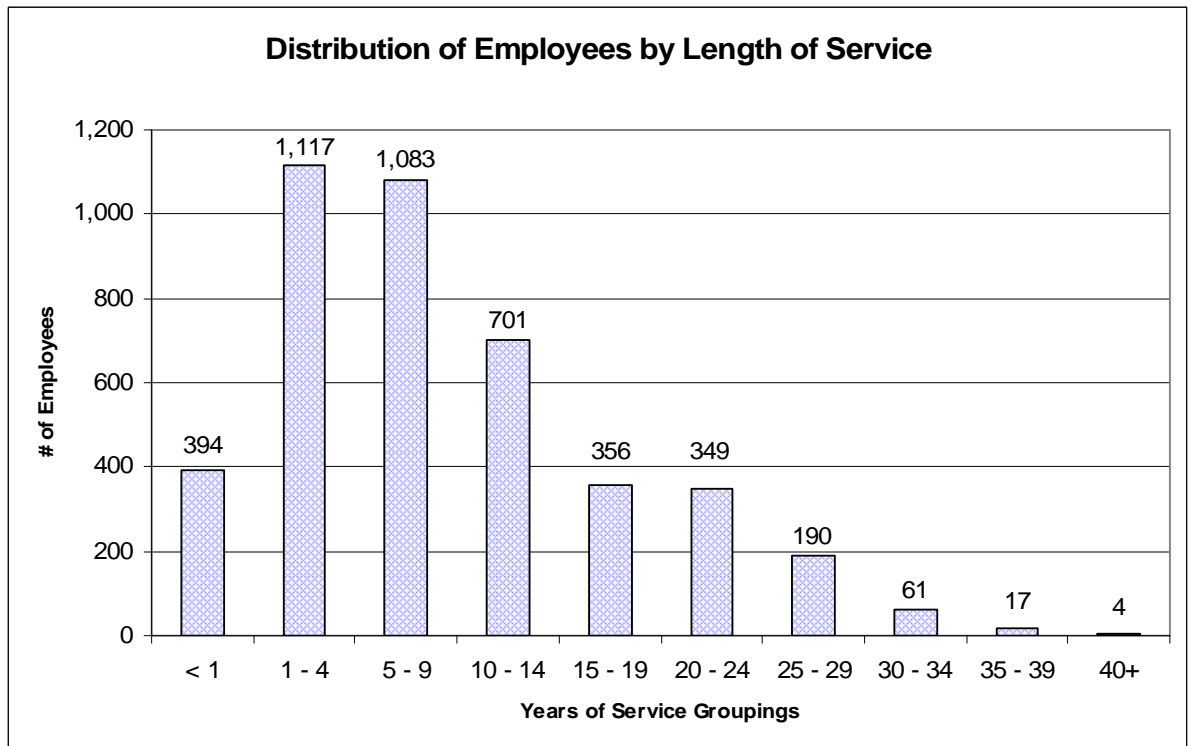
Total Workforce: 4,272

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 2018-2019 (i.e., ending June 30, 2019).

HAWAII HEALTH SYSTEMS CORPORATION	TOTAL NUMBER OF EMPLOYEES IN THE HHSC WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY14)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2019	PERCENT OF HHSC WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2019
			FY15	FY16	FY17	FY18	FY19		
CIVIL SERVICE	4,141	255	107	141	124	112	123	862	20.82%
EXEMPT	131	14	7	5	9	8	1	44	33.59%
TOTALS:	4,272	269	114	146	133	120	124	906*	21.21%

*Assumes no retirements of eligible employees prior to 06/30/2019.