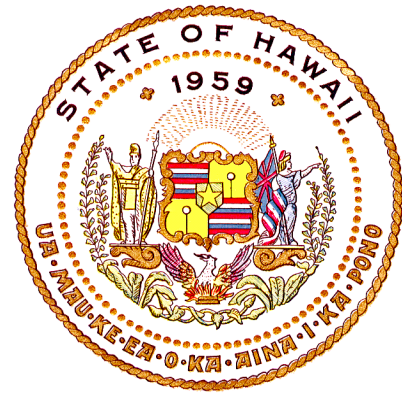


State of Hawaii Executive Branch Workforce Profile



David Y. Ige
Governor
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Department of Human Resources Development
Ryker Wada
Director

Submitted December 2018

Workforce Demographic Data
as of June 30, 2018

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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 48,176 civil service and exempt employees as of June 30, 2018.¹ 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

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	12,547	26.04%
Exempt Employees	2,332	4.84%
Department of Human Resources Development Total:	14,879	30.88%
Department of Education (DOE)		
Civil Service Employees	5,310	11.02%
Exempt Employees	4	0.01%
Support Services Personnel	2,982	6.19%
Teachers & Educational Officers	13,720	28.48%
Department of Education Employees Total*:	22,016	45.70%
University of Hawaii (UH)		
Administrative, Professional & Technical Staff	2,532	5.26%
Civil Service	1,249	2.59%
Exempt	18	0.04%
Executive/Managerial	225	0.47%
Faculty	3,438	7.14%
Graduate Assistants**	1,185	2.46%
Lecturers	***	
University of Hawaii Employees Total***:	8,647	17.95%
Hawaii Health Systems Corporation (HHSC)		
Civil Service Employees	2,488	5.16%
Exempt Employees	146	0.30%
Hawaii Health Systems Corporation Total:	2,634	5.47%
TOTAL WORKFORCE	48,176	100.00%

Personnel system total percentages for UH and HHSC do not equal the sum of individual percentages due to rounding.

*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	48,115	100%
Female	30,111	63%
Male	18,004	37%

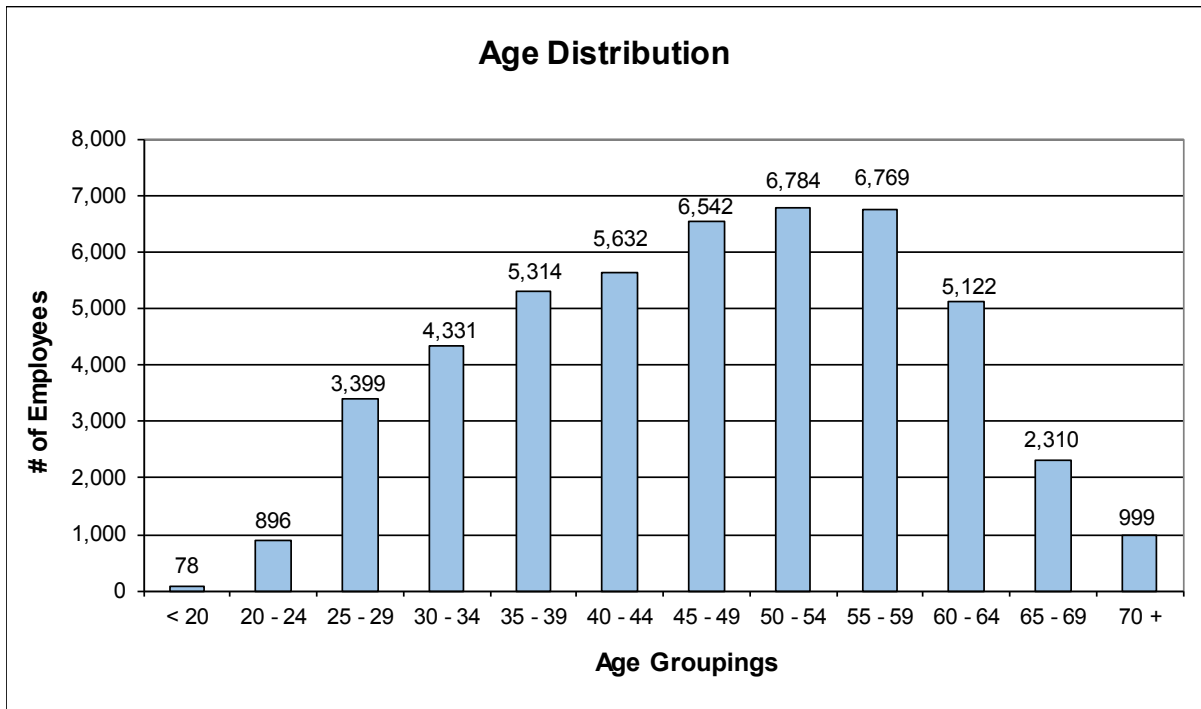
Bargaining unit distribution of employees covered by collective bargaining in the Executive Branch.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	4,709	9.77%
02	HGEA	Blue Collar, Supvry	451	0.94%
03	HGEA	White Collar, Non-Supvry	9,051	18.79%
04	HGEA	White Collar, Supvry	534	1.11%
05	HSTA	DOE Teachers	12,477	25.90%
06	HGEA	DOE Educational Officers	928	1.93%
07	UHPA	UH Faculty	3,272	6.79%
08	HGEA	UH Administrative, Professional, and Technical	2,400	4.98%
09	HGEA	Registered Professional Nurses	1,171	2.43%
10	UPW	Institutional, Health and Correctional Workers	2,247	4.66%
11	HFFA	Firefighters	172	0.36%
13	HGEA	Professional & Scientific	5,793	12.02%
14	HGEA	State Law Enforcement Officers	401	0.83%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			43,606	90.51%

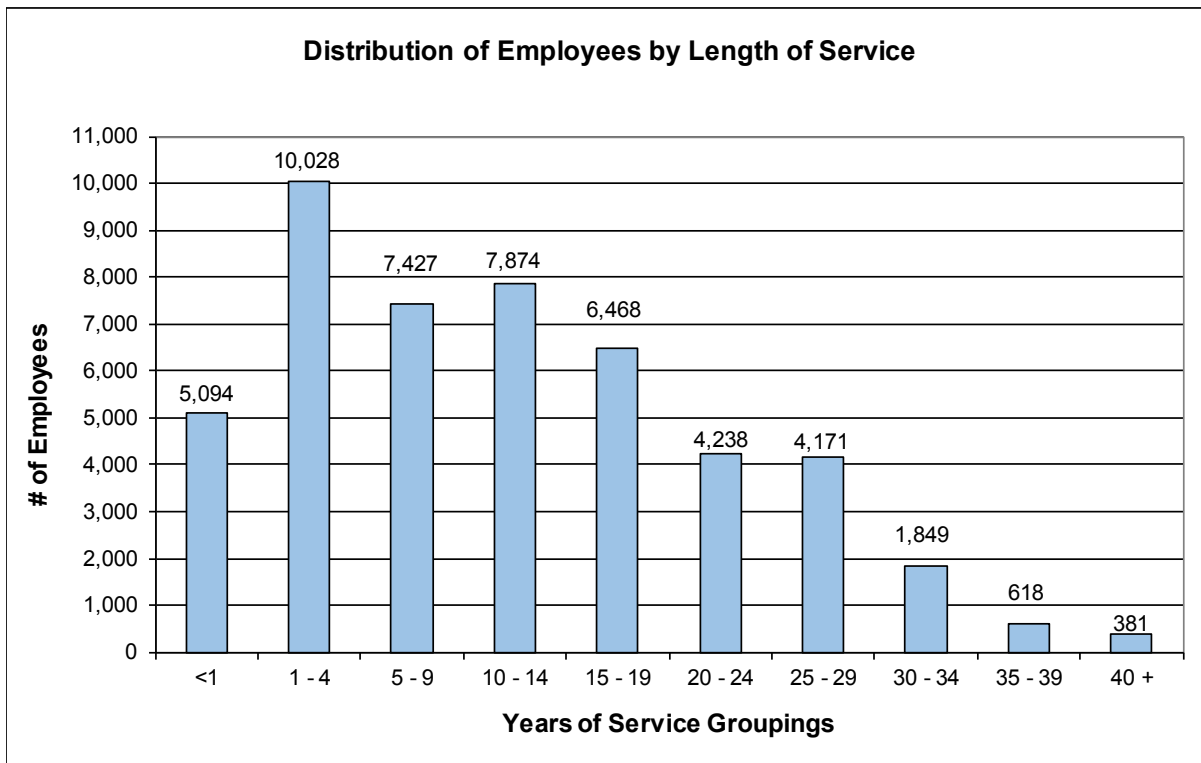
Total Workforce: 48,176

EXECUTIVE BRANCH WORKFORCE

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

Five-year projection of the number of employees in the Executive Branch who will be eligible for retirement by the end of fiscal year 2022-2023 (i.e., ending June 30, 2023).

TOTAL NUMBER OF EMPLOYEES IN THE EXECUTIVE BRANCH	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY18)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2023	PERCENT OF EXECUTIVE BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2023
		FY19	FY20	FY21	FY22	FY23		
48,176	6,688	1,300	1,334	1,335	1,324	1,445	13,426*	27.87%

*Assumes no retirements of eligible employees prior to 06/30/2023.

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	571	176	747	5.02%
AGRICULTURE	249	27	276	1.85%
ATTORNEY GENERAL	359	274	633	4.25%
BUDGET & FINANCE	149	199	348	2.34%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	108	154	262	1.76%
COMMERCE & CONSUMER AFFAIRS	258	199	457	3.07%
DEFENSE	199	170	369	2.48%
GOVERNOR	0	40	40	0.27%
HAWAIIAN HOME LANDS	52	80	132	0.89%
HEALTH	2,320	371	2,691	18.09%
HI STATE PUBLIC LIBRARIES SYSTEM	500	8	508	3.41%
HUMAN RESOURCES DEVELOPMENT	73	6	79	0.53%
HUMAN SERVICES	1,803	154	1,957	13.15%
LABOR & INDUSTRIAL RELATIONS	399	153	552	3.71%
LAND & NATURAL RESOURCES	691	84	775	5.21%
LIEUTENANT GOVERNOR	0	11	11	0.07%
PUBLIC SAFETY	2,346	93	2,439	16.39%
TAXATION	322	52	374	2.51%
TRANSPORTATION	2,148	81	2,229	14.98%
TOTAL:	12,547	2,332	14,879	100.00%

Due to rounding of percentages, the individual percentages do not add up to 100.00%.

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	747	279	37.35%	468	62.65%
AGRICULTURE	276	113	40.94%	163	59.06%
ATTORNEY GENERAL	633	397	62.72%	236	37.28%
BUDGET & FINANCE	348	214	61.49%	134	38.51%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	262	152	58.02%	110	41.98%
COMMERCE & CONSUMER AFFAIRS	457	299	65.43%	158	34.57%
DEFENSE	369	132	35.77%	237	64.23%
GOVERNOR	39	28	71.79%	11	28.21%
HAWAIIAN HOME LANDS	132	81	61.36%	51	38.64%
HEALTH	2,682	1,756	65.47%	926	34.53%
HI STATE PUBLIC LIBRARIES SYSTEM	507	382	75.35%	125	24.65%
HUMAN RESOURCES DEVELOPMENT	79	69	87.34%	10	12.66%
HUMAN SERVICES	1,955	1,378	70.49%	577	29.51%
LABOR & INDUSTRIAL RELATIONS	551	336	60.98%	215	39.02%
LAND & NATURAL RESOURCES	772	299	38.73%	473	61.27%
LIEUTENANT GOVERNOR	11	7	63.64%	4	36.36%
PUBLIC SAFETY	2,439	665	27.27%	1,774	72.73%
TAXATION	374	239	63.90%	135	36.10%
TRANSPORTATION	2,220	622	28.02%	1,598	71.98%
TOTAL:	14,853	7,448	50.14%	7,405	49.86%

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

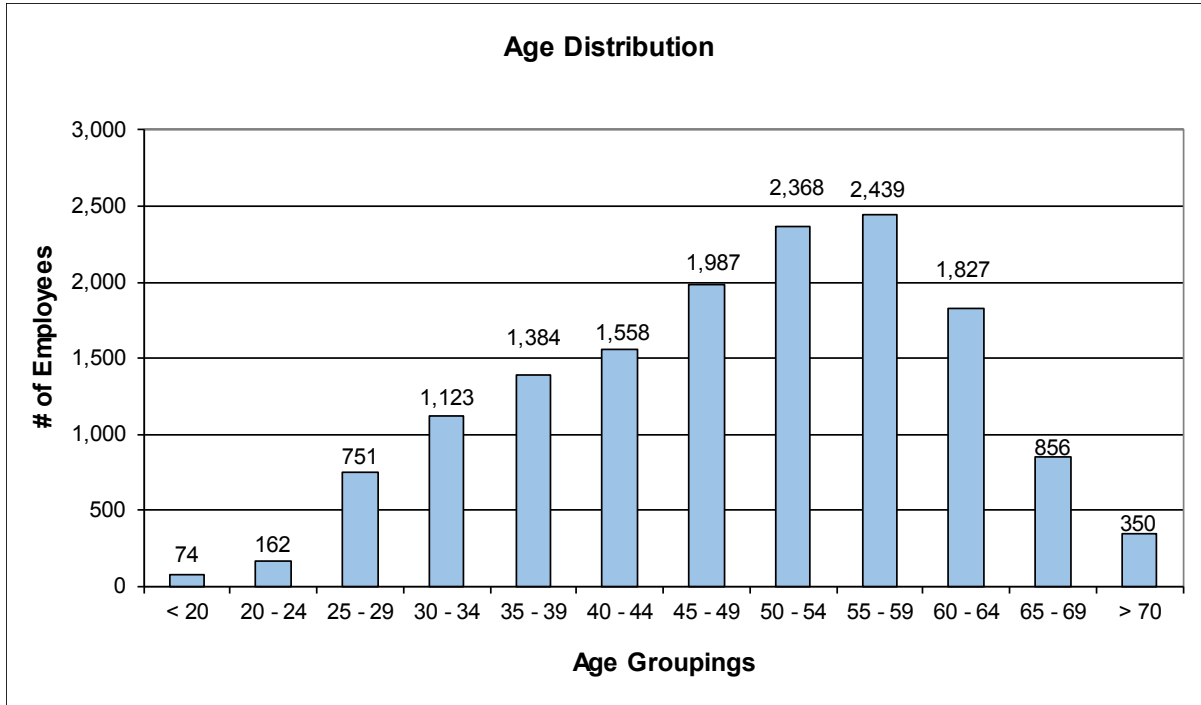
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by DHRD.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	1,878	12.62%
02	HGEA	Blue Collar, Supvry	171	1.15%
03	HGEA	White Collar, Non-Supvry	3,450	23.19%
04	HGEA	White Collar, Supvry	223	1.50%
09	HGEA	Registered Professional Nurses	414	2.78%
10	UPW	Institutional, Health and Correctional Workers	1,630	10.96%
11	HFFA	Firefighters	172	1.16%
13	HGEA	Professional & Scientific	4,529	30.44%
14	HGEA	State Law Enforcement Officers	401	2.70%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			12,868	86.48%

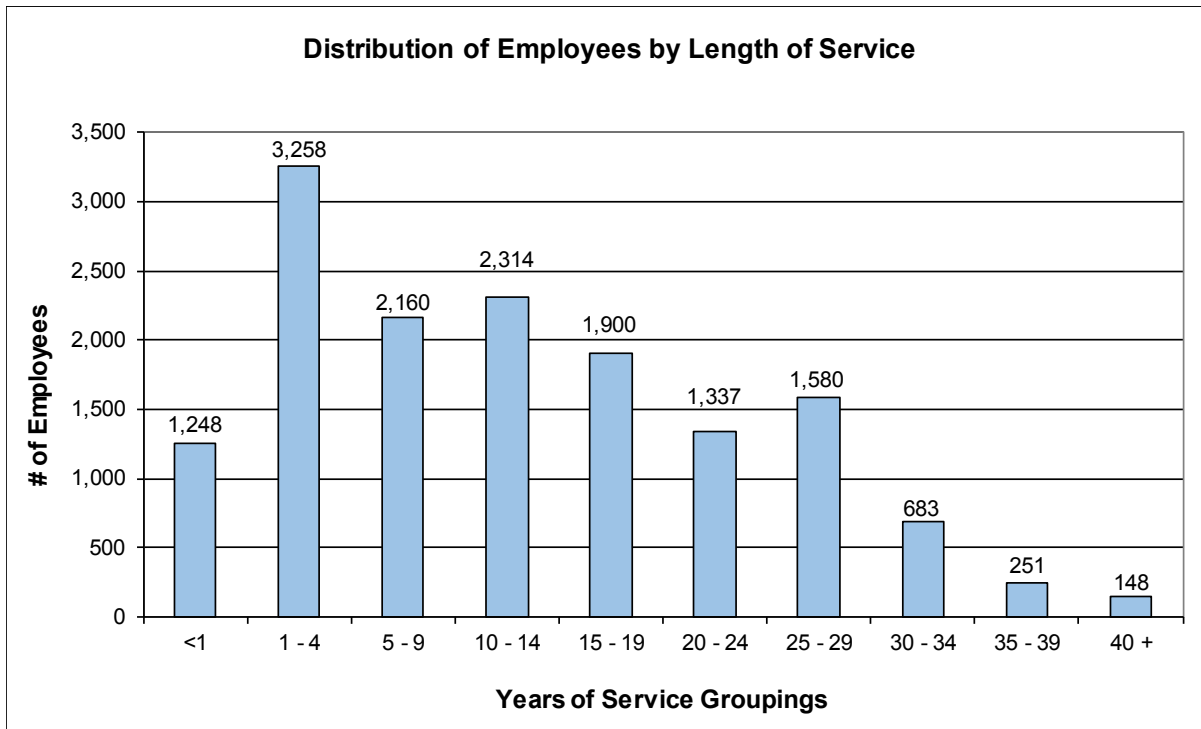
Due to rounding of percentages, the sum of the individual percentages does not equal the total percentage.
Total Workforce: 14,879

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Age distribution of employees in the personnel system administered by DHRD. Fifty-three percent (53%) of the employees in the personnel system administered by DHRD are 50 years old or older.



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 2022-2023 (i.e., ending June 30, 2023).

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY18)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2023	PERCENT OF DEPARTMENTAL WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2023
			FY19	FY20	FY21	FY22	FY23		
ACCOUNTING & GENERAL SERVICES	747	146	30	29	28	25	26	284	38.02%
AGRICULTURE	276	49	6	13	6	12	12	98	35.51%
ATTORNEY GENERAL	633	141	17	16	19	28	18	239	37.76%
BUDGET & FINANCE	348	46	6	8	10	8	6	84	24.14%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	262	57	11	10	6	7	9	100	38.17%
COMMERCE & CONSUMER AFFAIRS	457	58	14	16	11	12	21	132	28.88%
DEFENSE	369	50	4	11	9	5	8	87	23.58%
GOVERNOR	40	6	0	0	1	1	1	9	22.50%
HAWAIIAN HOME LANDS	132	34	1	4	3	6	1	49	37.12%
HEALTH	2,691	430	88	86	92	73	92	861	32.00%
HI STATE PUBLIC LIBRARIES SYSTEM	508	106	18	11	18	13	17	183	36.02%
HUMAN RESOURCES DEVELOPMENT	79	15	5	4	5	7	5	41	51.90%
HUMAN SERVICES	1,957	285	49	59	72	67	87	619	31.63%
LABOR & INDUSTRIAL RELATIONS	552	95	14	17	13	22	22	183	33.15%
LAND & NATURAL RESOURCES	775	124	24	23	21	32	26	250	32.26%
LIEUTENANT GOVERNOR	11	1	0	0	0	2	0	3	27.27%
PUBLIC SAFETY	2,439	392	80	81	71	76	64	764	31.32%
TAXATION	374	62	13	8	13	14	15	125	33.42%
TRANSPORTATION	2,229	396	70	90	81	64	97	798	35.80%
TOTALS:	14,879	2,493	450	486	479	474	527	4,909*	32.99%

*Assumes no retirements of eligible employees prior to 06/30/2023.

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	22,016	100%
Civil Service & Exempt	5,314	24%
Support Services Personnel	2,982	14%
Teachers & Educational Officers	13,720	62%

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	21,981	100%
Female	16,087	73%
Male	5,894	27%

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

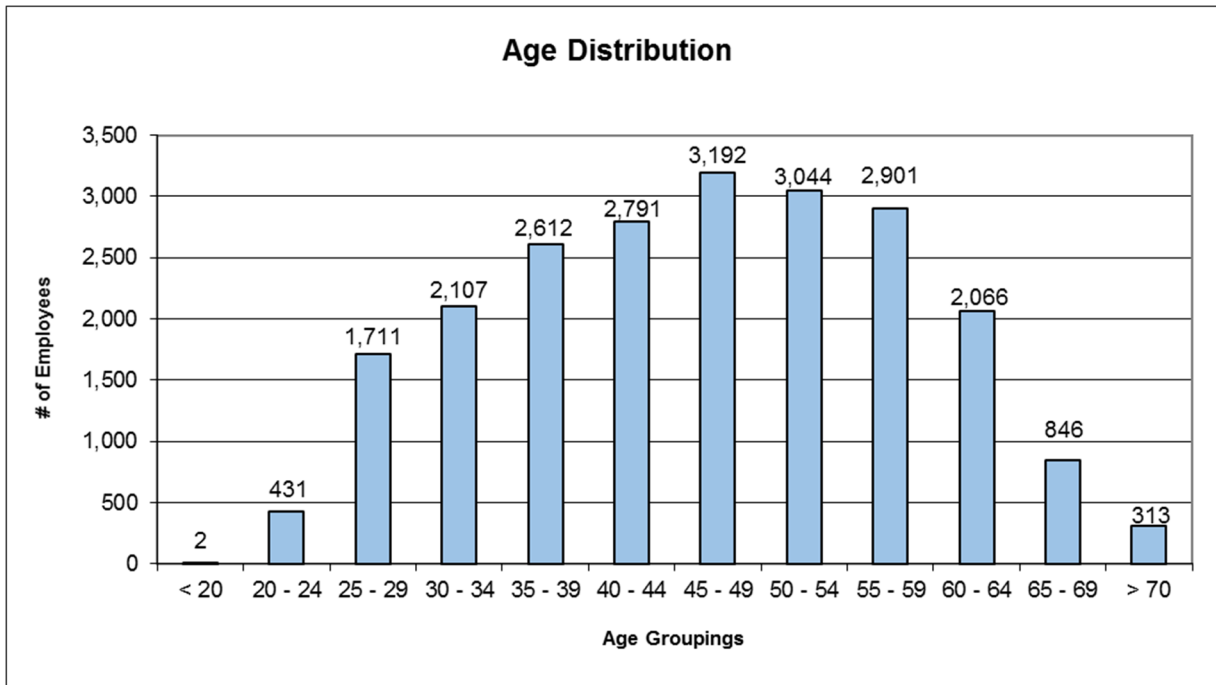
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	1,983	9.01%
02	HGEA	Blue Collar, Suprvy	250	1.14%
03	HGEA	White Collar, Non-Suprvy	4,582	20.81%
04	HGEA	White Collar, Suprvy	267	1.21%
05	HSTA	BOE Teachers	12,477	56.67%
06	HGEA	BOE Educational Officers	928	4.22%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	25	0.11%
13	HGEA	Professional & Scientific	990	4.50%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			21,504	97.67%

Total Workforce: 22,016

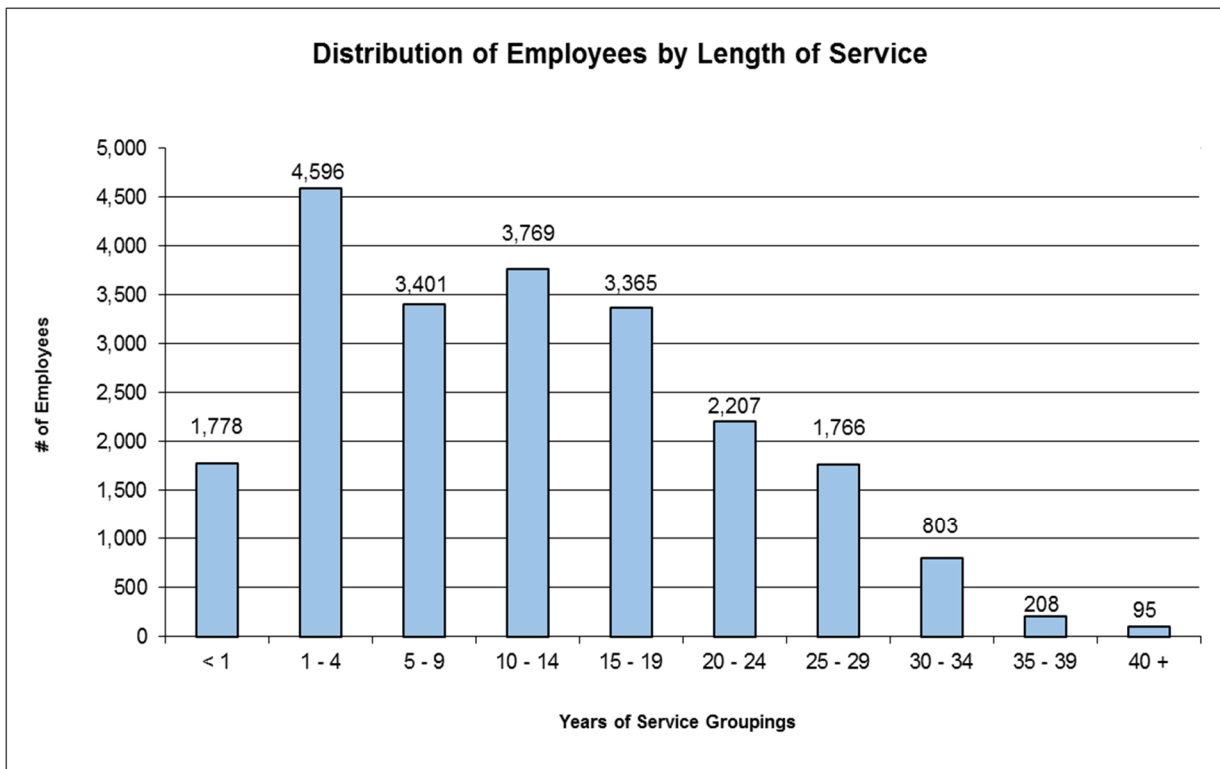
Due to rounding of percentages, the individual percentages do not add up to 97.67%.

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 2022-2023 (i.e., ending June 30, 2023).

DEPARTMENT OF EDUCATION	TOTAL NUMBER OF EMPLOYEES IN THE DOE WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY18)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2023	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2023
			FY19	FY20	FY21	FY22	FY23		
CIVIL SERVICE & EXEMPT	5,314	770	163	154	187	195	174	1,643	30.92%
SUPPORT SERVICES PERSONNEL	2,982	416	78	90	78	77	91	830	27.83%
CERTIFICATED	13,720	1,424	329	333	318	348	360	3,112	22.68%
TOTALS:	22,016	2,610	570	577	583	620	625	5,585*	25.37%

*Assumes no retirements of eligible employees prior to 06/30/2023.

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	8,647	100%
Administrative, Professional & Technical Staff	2,532	29.3%
Civil Service & Exempt*	1,267	14.7%
Executive/Managerial	225	2.6%
Faculty	3,438	39.8%
Graduate Assistants**	1,185	13.7%
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	8,647	100%
Female	4,615	53%
Male	4,032	47%

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

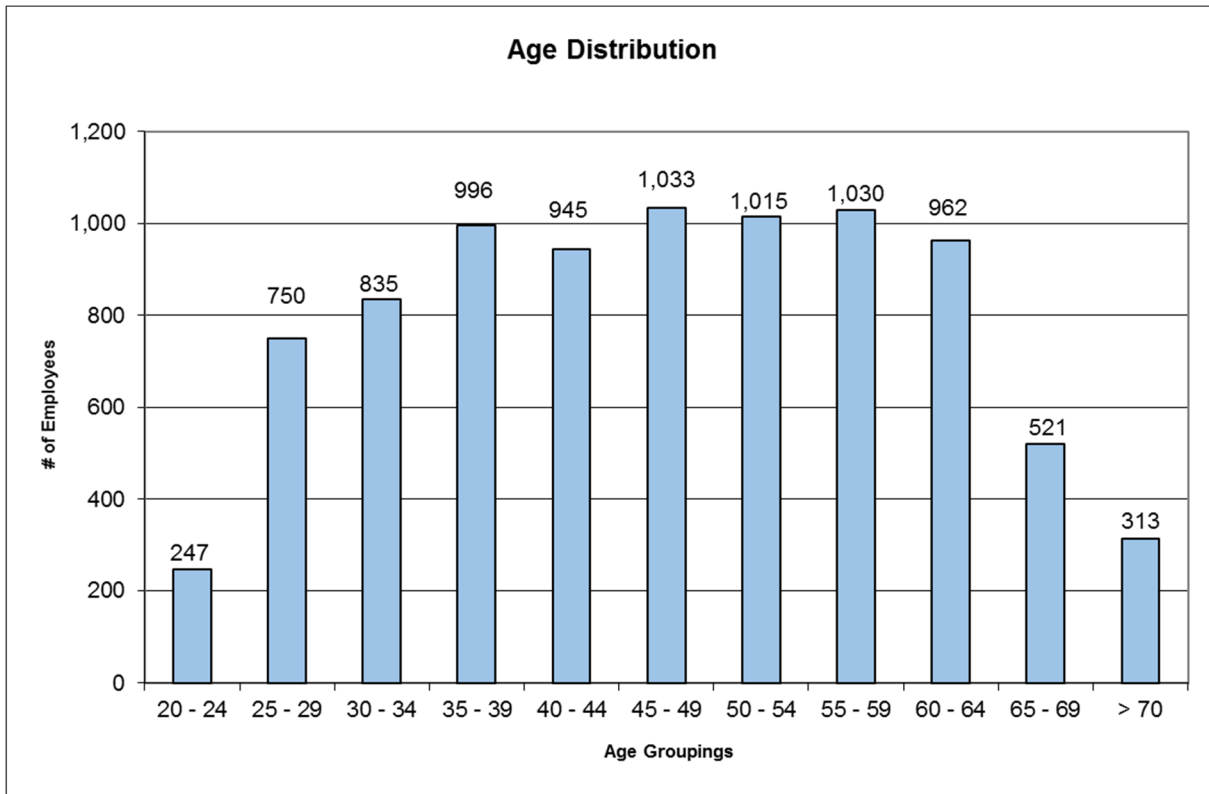
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	531	6.14%
02	HGEA	Blue Collar, Suprvy	12	0.14%
03	HGEA	White Collar, Non-Suprvy	639	7.39%
04	HGEA	White Collar, Suprvy	33	0.38%
07	UHPA	Faculty	3,272	37.84%
08	HGEA	Administrative, Professional, & Technical	2,400	27.76%
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:			6,898	79.77%

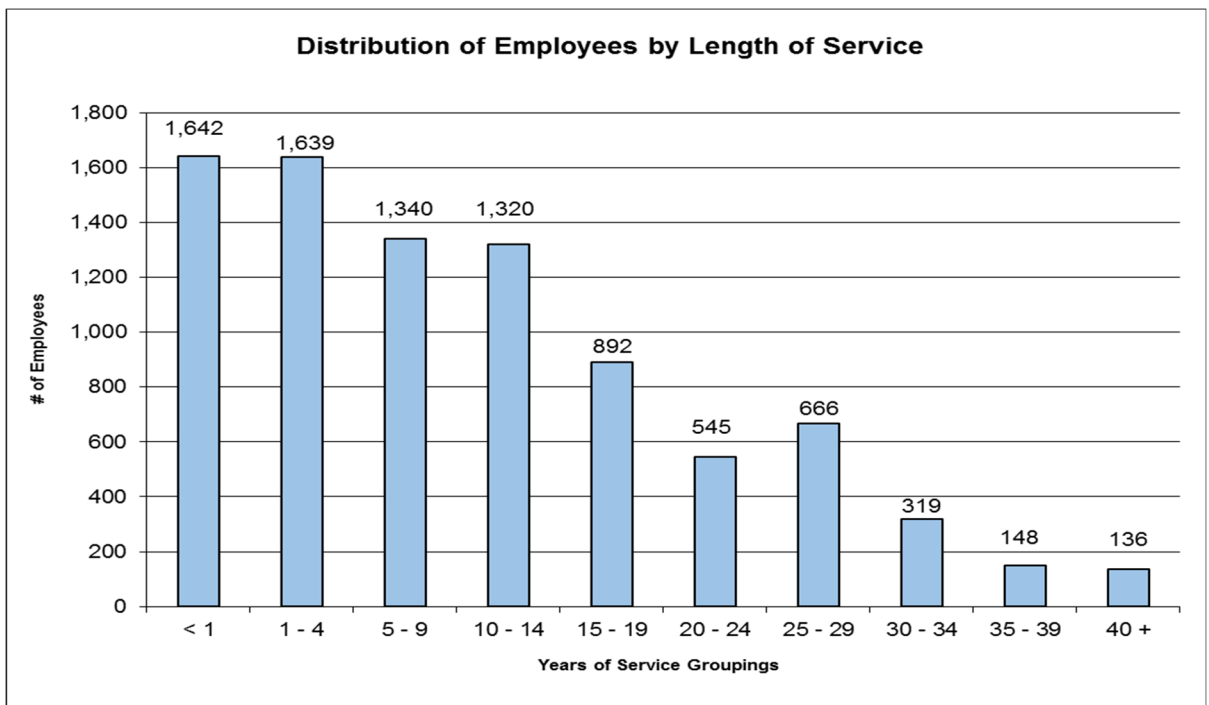
Total Workforce: 8,647

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

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 2022-2023 (i.e., ending June 30, 2023).

UNIVERSITY OF HAWAII	TOTAL NUMBER OF EMPLOYEES IN THE UH WORKFORCE*	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY17)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2022	PERCENT OF THE UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2022
			FY18	FY19	FY20	FY21	FY22		
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,532	300	53	73	65	59	52	602	23.78%
CIVIL SERVICE & EXEMPT	1,267	280	64	57	56	33	48	538	42.46%
EXECUTIVE/ MANAGERIAL	225	69	5	5	5	7	6	97	43.11%
FACULTY	3,438	733	87	63	87	75	84	1,129	32.84%
TOTALS:	7,462	1,382	209	198	213	174	190	2,366**	31.71%

*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 06/30/2023.

HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

Number of employees in the personnel system administered by HHSC.

Total Workforce	2,634	100%
Civil Service	2,488	94%
Exempt	146	6%

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

Gender Distribution	2,634	100%
Female	1,961	74%
Male	673	26%

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

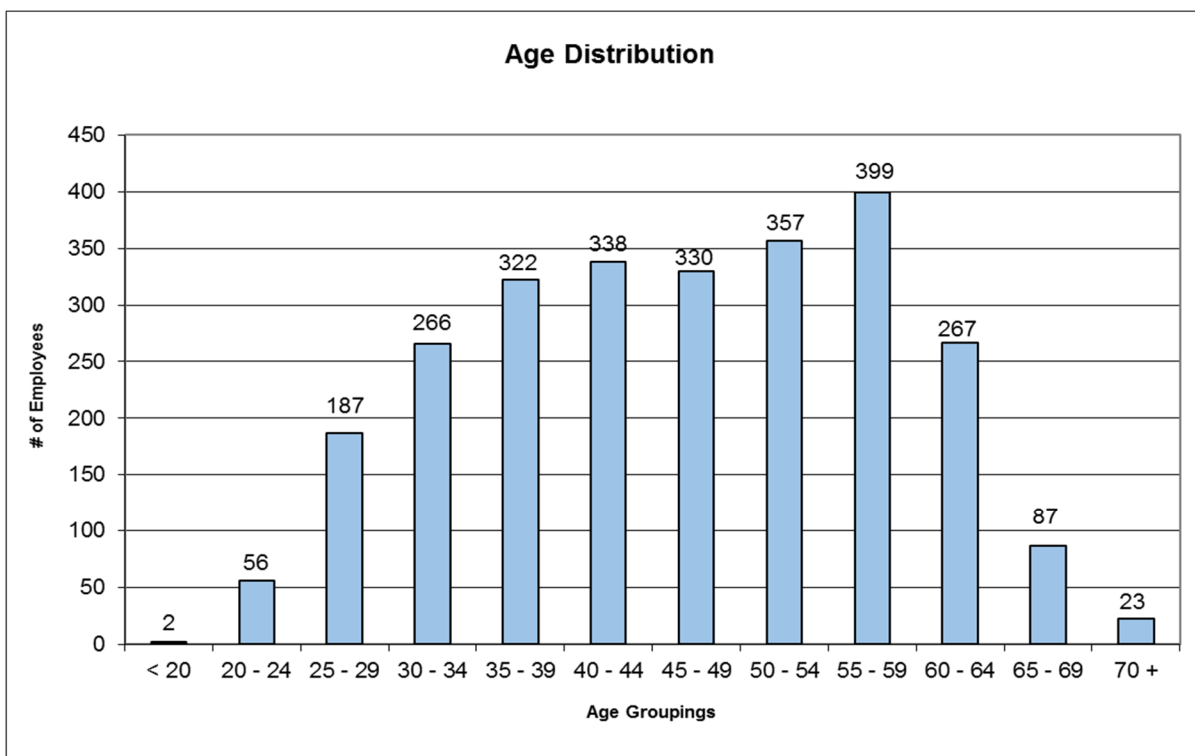
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	317	12.03%
02	HGEA	Blue Collar, Supvry	18	0.68%
03	HGEA	White Collar, Non-Supvry	380	14.43%
04	HGEA	White Collar, Supvry	11	0.42%
09	HGEA	Registered Prof'l Nurses	746	28.32%
10	UPW	Institutional, Health and Correctional Workers	590	22.40%
13	HGEA	Professional & Scientific	274	10.40%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			2,336	88.69%

Total Workforce: 2,634

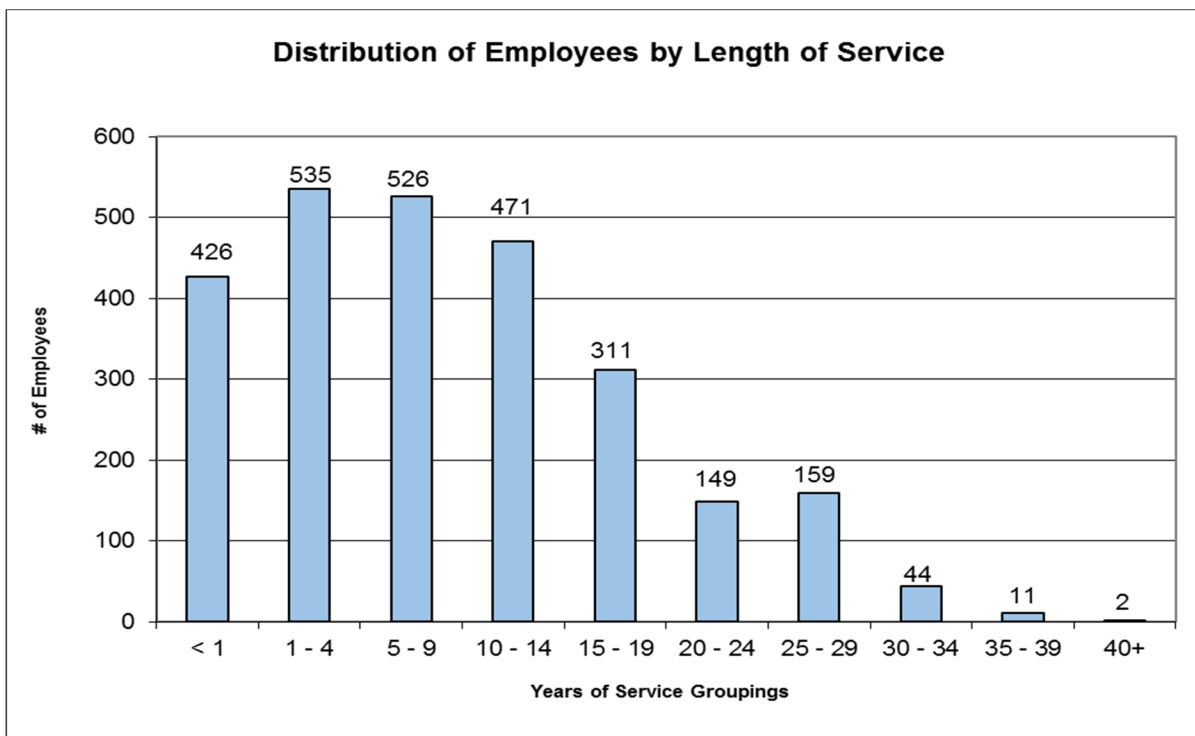
Due to rounding of percentages, the individual percentages do not add up to 88.69%.

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

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 2022-2023 (i.e., ending June 30, 2023).

HAWAII HEALTH SYSTEMS CORPORATION	TOTAL NUMBER OF EMPLOYEES IN THE HHSC WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY18)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2023	PERCENT OF HHSC WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2023
			FY19	FY20	FY21	FY22	FY23		
CIVIL SERVICE	2,488	188	71	71	59	53	96	538	21.62%
EXEMPT	146	15	0	2	1	3	7	28	19.18%
TOTALS:	2,634	203	71	73	60	56	103	566*	21.49%

*Assumes no retirements of eligible employees prior to 06/30/2023.