DEPARTMENT OF
Budget \& MANAGEMENT

# ANNUAL PERSONNEL REPORT FOR <br> FISCAL YEAR 2018 

January 1, 2019
Introduction ..... 1
Highlights About State Government Employees ..... 2
Summary of State Positions ..... 3
History of Contractual Conversions ..... 4
State Position Information ..... 5
Salary Information ..... 12
Employee Performance Information ..... 17
Employee Awards Information ..... 18
Agency Leave Usage ..... 19
Health Benefits Information ..... 20

## Highlights About State Employees

As of June 30, 2018
SPMS MDOT
State Government at a Glance
FTEs ${ }^{1}$ Included in CollectiveBargaining Units24,234.073,394.50FTEs Excluded from CollectiveBargaining Units$\frac{13,813.15}{38,047.22}$$2,522.50$
$\mathbf{5 , 9 1 7 . 0 0}$
Total
Percentage of Employees working in . . .

| Anne Arundel County | $8.2 \%$ | $37.1 \%$ |
| :--- | ---: | ---: |
| Baltimore City | $35.4 \%$ | $27.9 \%$ |
| Baltimore Metro Area ${ }^{2}$ | $21.8 \%$ | $8.9 \%$ |
| Eastern Shore Area | $11.6 \%$ | $6.8 \%$ |
| Southern Maryland Area | $2.8 \%$ | $2.5 \%$ |
| Washington Metro Area | $5.6 \%$ | $9.3 \%$ |
| Western Maryland Area | $14.0 \%$ | $7.4 \%$ |

Employees ${ }^{3}$ Employed on a . . .Full-Time Basis

| 37,622 |  |
| ---: | ---: |
| 430 |  |
| $\mathbf{3 8 , 0 5 2}$ | 5,901 |
| , 934 |  |

The Average Employee Age is ... ..... 47 ..... 48
The Average Employee Length of Service in years is ..... 13 ..... 13
The Average Employee Earns . . . ..... \$56,626 ..... \$57,170

[^0]
## Summary of State Positions <br> As of June 30, 2018

## PERMANENT FTEs BY STATUS

FTEs Included in Bargaining
FTEs Excluded from Bargaining
Agency Excluded by Statute
Confidential
Managerial
Supervisory
Student
Agency Head
Board or Commission Member
TOTAL
FULL-TIME VERSES PART-TIME EMPLOYMENT

Full-Time
Filled positions
Vacant positions
Total Full-Time Positions

| 37,648 |  |
| ---: | ---: |
| 5,896 |  |
| $\mathbf{4 3 , 5 4 4}$ | 5,901 |

Part-Time ${ }^{1}$
Filled positions
640
Vacant positions
Total Part-Time Positions
Total Number of Filled Positions
Total Number of Vacant Positions
TOTAL NUMBER OF POSITIONS
270
910

## CONTRACTUAL EMPLOYMENT ${ }^{2}$

| Total Number of Contracts | 4,446 | 54 |
| :--- | ---: | ---: |
| Total Number of FTE Contractual Positions | $3,609.31$ | 34.50 |

*Chart reflects actual employment and not total budgeted FTE employment
${ }^{1}$ Part-time reflects any position employed less than $100 \%$.
${ }^{2}$ Contractual data submitted by each agency.

## History of Contractual Employees Converted to Regular Positions

 Personnel Management System and Maryland Department of Transportation Employees FY '15-FY'18| Agency | $\begin{aligned} & \text { FY15 } \\ & \text { FTE's } \end{aligned}$ | $\begin{aligned} & \text { FY16 } \\ & \text { FTE's } \end{aligned}$ | FY17 <br> FTE's | FY18 <br> FTE's |
| :---: | :---: | :---: | :---: | :---: |
| Aging | 0 | 0 | 0 | 0 |
| Agriculture | 1 | 1 | 3 | 2 |
| Assessments and Taxation | 0 | 0 | 0 | 1 |
| Budget and Management | 6 | 1 | 3 | 4 |
| Commerce | 1 | 0 | 0 | 1 |
| Disabilities | 0 | 0 | 0 | 1 |
| Education (MSDE) | 11.5 | 3 | 7 | 10 |
| Elections | 0 | 0 | 1 | 1 |
| Environment | 13 | 4 | 0 | 0 |
| General Services | 16 | 1 | 1 | 0 |
| Health, MD Dept. | 156.97 | 44 | 162 | 140 |
| Housing and Community Development | 16 | 5 | 22 | 20 |
| Human Services | 27.5 | 3 | 22 | 10 |
| Information and Technology | 1 | 0 | 1 | 0 |
| Juvenile Services | 128 | 60 | 132 | 147 |
| Labor, Licensing and Regulation | 26 | 3 | 4 | 2 |
| MD Insurance Administration | 0 | 1 | 2 | 1 |
| MD School for the Deaf | 1 | 1 | 21 | 16 |
| Military Department | 1 | 12 | 4 | 7 |
| Natural Resources | 6 | 1 | 25 | 10 |
| Planning | 0 | 0 | 1 | 0 |
| Public Defender | 0 | 0 | 0 | 4 |
| Public Safety and Correctional Services | 34 | 8 | 3 | 3 |
| State Police | 2 | 1 | 2 | 6 |
| Transportation | 60 | 3 | 4 | 17 |
| Veterans Affairs | 0 | 0 | 1 | 0 |
| Total | 507.97 | 152 | 421 | 403 |

## Distribution of Full-Time Equivalent Positions for State Personnel Management System and Maryland Department of Transportation <br> As of June 30, 2018

| Agency | Regular <br> Filled <br> FTE's | Regular <br> Vacant <br> FTE's |
| :--- | ---: | ---: |
| Administrative Hearings | 111.20 | 5.00 |
| Aging | 29.70 | 5.00 |
| Agriculture | 314.65 | 32.00 |
| Archives | 59.50 | 2.00 |
| Assessments and Taxation | 507.00 | 81.00 |
| Attorney General | 285.15 | 58.00 |
| Budget and Management | 29.00 | 23.00 |
| Civil Rights | 163.80 | 1.00 |
| Commerce | $1,011.35$ | 14.00 |
| Comptroller | 22.80 | 101.00 |
| Disabilities | $1,235.00$ | 126.00 |
| Education (MSDE) | 216.60 | 28.00 |
| Elections | 777.00 | 85.00 |
| Environment | 219.15 | 28.00 |
| Executive Dept | 511.50 | 64.00 |
| General Services | $7,879.42$ | $1,603.00$ |
| Health, MD Dept. | 47.00 | 5.00 |
| Higher Education Commission | 309.90 | 17.00 |
| Housing and Community Development | $5,547.18$ | 493.00 |
| Human Services | 186.00 | 43.00 |
| Information and Technology | $1,783.70$ | 198.00 |
| Juvenile Services | $1,362.33$ | 343.00 |
| Labor, Licensing and Regulation | 300.50 | 16.00 |
| Lottery | 52.00 | 6.00 |
| MD Emergency Management Agency | 56.00 | 7.00 |
| MD Health Benefits Exchange | 86.00 | 7.00 |
| MD Institute for Emergency Medical Serv Sys | 18.00 | 24.00 |
| MD Insurance Administration | 6.00 |  |
| MD 529 |  |  |


| MD School for the Deaf | 319.00 | 11.00 |
| :--- | ---: | ---: |
| MD State Library | 24.00 | 3.00 |
| Military Department | 198.50 | 39.00 |
| Natural Resources | $1,214.63$ | 102.00 |
| People's Counsel | 16.00 | 2.00 |
| Planning | 108.00 | 17.00 |
| Property Tax Assessment Appeals Board | 102.00 | 11.00 |
| Public Defender | 812.00 | 76.00 |
| Public Safety and Correctional Services | $8,353.90$ | $2,076.00$ |
| Public School Construction | 15.00 | 3.00 |
| Public Service Commission | 125.50 | 10.00 |
| Public Television | 130.80 | 11.00 |
| State Police | $2,168.50$ | 335.00 |
| State Prosecutor | 10.00 | 2.00 |
| State Retirement Agency | 169.00 | 19.00 |
| Subsequent Injury Fund | 9.60 | 1.00 |
| Supplemental Retirement Plans | 11.00 | 0.00 |
| Tax Court | 7.00 | 0.00 |
| Transportation | $5,917.00$ | 489.00 |
| Treasurer | 49.00 | 6.00 |
| Uninsured Employer's Fund | 4.60 | 3.00 |
| Veterans Affairs | 77.00 | 8.00 |
| Worker's Compensation Commission | 109.00 | 4.00 |
| Total | $43,810.02$ | $6,648.00$ |

## Full-Time Equivalent Positions Included and Excluded from Collective Bargaining for State Personnel Management System and Maryland Department of Transportation <br> As of June 30, 2018

| Agency | Number of <br> Included <br> FTE's | Number of <br> Excluded <br> FTE's |
| :--- | ---: | ---: |
| Administrative Hearings | 0.00 | 111.20 |
| Aging | 18.70 | 11.00 |
| Agriculture | 213.65 | 101.00 |
| Archives | 2.00 | 216.60 |
| Assessments and Taxation | 132.00 | 185.00 |
| Attorney General | 51.80 | 613.55 |
| Budget and Management | 0.00 | 233.50 |
| Civil Rights Commission | 27.00 | 136.00 |
| Commerce | 440.60 | 570.75 |
| Comptroller | 1.00 | 21.80 |
| Disabilities | 236.00 | 999.00 |
| Education (MSDE) | 521.00 | 254.00 |
| Environment | 0.00 | 222.15 |
| Executive Department | 369.50 | 142.00 |
| General Services | $5,672.02$ | $2,206.40$ |
| Health, MD Dept. | 23.00 | 196.48 |
| Higher Education Commission | 178.90 | 131.00 |
| Housing and Community Development | $4,177.88$ | $1,363.30$ |
| Human Services | 89.00 | 97.00 |
| Information and Technology | $1,345.00$ | 438.70 |
| Juvenile Services | 790.80 | 571.53 |
| Labor, Licensing and Regulation | 211.00 | 89.50 |
| Lottery | 0.00 | 18.00 |
| MD 529 | 0.00 | 52.00 |
| MD Emergency Management Agency | 0.00 | 56.00 |
| MD Health Benefits Exchange | 0.00 | 86.00 |
| MD Institute for Emergency Medical Svcs Sys | 0.00 | 319.00 |
| MD School for the Deaf | 5.00 | 19.00 |
| MD State Library | 0.00 | 198.50 |
| Military Department |  |  |
|  |  | 10 |


| Natural Resources | 753.03 | 461.60 |
| :--- | ---: | ---: |
| People's Counsel | 0.00 | 16.00 |
| Planning | 32.00 | 76.00 |
| Property Tax Assessment Appeals Board | 0.00 | 102.00 |
| Public Defender | 0.00 | 812.00 |
| Public Safety and Correctional Services | $6,860.10$ | $1,491.80$ |
| Public School Construction | 0.00 | 15.00 |
| Public Service Commission | 0.00 | 125.50 |
| Public Television | 0.00 | 130.80 |
| State Police | $1,823.50$ | 345.00 |
| State Prosecutor | 0.00 | 10.00 |
| State Retirement Agency | 3.00 | 166.00 |
| Subsequent Injury Fund | 0.00 | 9.60 |
| Supplemental Retirement Plans | 0.00 | 11.00 |
| Tax Court | 0.00 | 7.00 |
| Transportation | $3,394.50$ | $2,522.50$ |
| Treasurer | 0.00 | 49.00 |
| Uninsured Employer's Fund | 0.00 | 4.60 |
| Veterans Affairs | 53.00 | 24.00 |
| Worker's Compensation Commission | 0.00 | 109.00 |
| Total | $27,628.57$ | $16,066.95$ |

Note: FTEs counts do not include vacant positions and are based on percent employed.

## Geographic Locations of State Positions

As of June 30, 2018

|  | Employees ${ }^{1}$ |  | Vacant Positions |  | Total |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT $^{2}$ | SPMS | MDOT |
| Allegany | 1,862 | 195 | 195 |  | 2,057 | 195 |
| Anne Arundel | 3,135 | 2,200 | 355 |  | 3,490 | 2,200 |
| Baltimore City | 13,536 | 1,659 | 2,020 |  | 15,556 | 1,659 |
| Baltimore County | 3,288 | 306 | 425 |  | 3,713 | 306 |
| Calvert | 265 | 30 | 44 |  | 309 | 30 |
| Caroline | 167 | 30 | 63 |  | 230 | 30 |
| Carroll | 1,286 | 77 | 294 |  | 1,580 | 77 |
| Cecil | 484 | 58 | 57 |  | 541 | 58 |
| Charles | 292 | 80 | 39 |  | 331 | 80 |
| Dorchester | 475 | 24 | 55 |  | 530 | 24 |
| Frederick | 841 | 127 | 145 |  | 986 | 127 |
| Garrett | 349 | 42 | 43 |  | 392 | 42 |
| Harford | 593 | 69 | 90 |  | 683 | 69 |
| Howard | 3,194 | 76 | 709 |  | 3,903 | 76 |
| Kent | 181 | 58 | 51 |  | 232 | 58 |
| Montgomery | 605 | 240 | 84 |  | 689 | 240 |
| Prince George's | 1,552 | 309 | 170 |  | 1,722 | 309 |
| Queen Anne's | 369 | 42 | 53 |  | 422 | 42 |
| Somerset | 948 | 19 | 217 |  | 1,165 | 19 |
| St. Mary's | 505 | 41 | 143 |  | 648 | 41 |
| Talbot | 320 | 50 | 53 |  | 373 | 50 |
| Washington County | 2,314 | 75 | 384 |  | 2,698 | 75 |
| Wicomico | 1,100 | 89 | 161 |  | 1,261 | 89 |
| Worcester | 397 | 33 | 142 |  | 539 | 33 |
| Wash., D.C. | 1 | 3 | 0 |  | 1 | 3 |
| Out Of State | 16 | 2 | 0 |  | 16 | 2 |
| Other ${ }^{2}$ | 215 | 0 | 174 | 490 | 389 | 490 |
| Total | 38,290 | 5,934 | 6,166 | 490 | 44,456 | 6,424 |

${ }^{1}$ The employee count is actual employees.
${ }^{2}$ Positions that do not have location assignments, and for MDOT vacant positions without locations assignments only the total is listed.

## Years of Service of State Employees As of June 30, 2018

| Years of Service | Number of Employees (\%) |  |  |  |
| :--- | :---: | :---: | :---: | :---: |
| SPMS | MDOT | (9\%) |  |  |
| Less than 1 year | 2,409 | $(6 \%)$ | 555 | $(9 \%)$ |
| $1-5$ years | 10,013 | $(26 \%)$ | 1,606 | $(27 \%)$ |
| $6-10$ years | 7,063 | $(18 \%)$ | 989 | $(17 \%)$ |
| $11-15$ years | 5,828 | $(15 \%)$ | 746 | $(13 \%)$ |
| $16-20$ years | 5,278 | $(14 \%)$ | 627 | $(11 \%)$ |
| $21-30$ years | 4,921 | $(13 \%)$ | 887 | $(15 \%)$ |
| over 30 years | 2,778 | $(7 \%)$ | 524 | $(9 \%)$ |
| Total | $\mathbf{3 8 , 2 9 0}$ |  | 5,934 |  |

Note: Employees are actual. Percentages are rounded off to the next whole number.

Years of Service of State Employees


■SPMS ■MDOT

# Personnel Activities for State <br> Employees <br> As of June 30, 2018 

|  |  | SPMS | MDOT |
| :---: | :---: | :---: | :---: |
| TRANSACTIONS | Appointments ${ }^{1}$ | 2,902 | 643 |
|  | Reinstatements | 289 | 33 |
|  | Transfers | 1,472 | 152 |
|  | Promotions | 1,655 | 305 |
|  | Reclassifications | 2,518 | 584 |
|  | Demotions | 224 | 31 |
|  | Total | 9,060 | 1748 |
| SEPARATIONS | Deceased | 52 | 12 |
|  | Failed to Report for Duty | 10 | 21 |
|  | Layoffs | 5 | 0 |
|  | Leave of Absence ${ }^{2}$ | 23 | 10 |
|  | Resignations | 2,357 | 315 |
|  | Retired | 1,571 | 269 |
|  | Terminated | 167 | 10 |
|  | Terminated on Probation | 80 | 35 |
|  | Other | 115 | 266 |
|  | Total | 4,380 | 938 |
| GRIEVANCES | Resolved at DBM | 170 |  |
|  | Forwarded to OAH | 126 |  |
|  | Total | 296 |  |
| DISCIPLINARY | Resolved at DBM | 313 |  |
| ACTION APPEALS | Forwarded to OAH | 238 |  |
|  | Total | 551 |  |
| WHISTLEBLOWER COMPLAINTS | Withdrawn/Settlement | 1 |  |
|  | Pending | 0 |  |
|  | Probable Cause | 0 |  |
|  | No Probable Cause | 11 |  |
|  | Total | 12 |  |
| ${ }^{1}$ Appointments include contractual employees who were appoiinted to fill regular position <br> ${ }^{2}$ Includes personal, medical, military and leaye-of absence without pay. |  |  |  |

# Turnover for State <br> Employees <br> As of June 30, 2018 

|  | SPMS | MDOT |
| :--- | ---: | ---: |
| Resigned | 2,357 | 315 |
| Retired | 1,571 | 269 |
| Removals ${ }^{1}$ | 252 | 10 |
| Deceased | 52 | 12 |
| Military Leave | 1 | 0 |
| Total | $\mathbf{4 , 2 3 3}$ | $\mathbf{6 0 6}$ |
|  |  |  |
|  |  | $\mathbf{6 , 4 2 4}$ |
| Total Positions | $\mathbf{4 4 , 4 5 4}$ | $\mathbf{9 \%}$ |

${ }^{1}$ Removals include layoffs, terminations, terminations on probation and those who fail physicals.
${ }^{2}$ Turnover reflects the number of departures from State government divided by the total number of positions on the last day of the fiscal year for agencies.

## Distribution of State Positions by Salary Grade As of June 30, 2018

## Standard Salary Schedule

| Grade | Number of FTEs |  | \% |  |
| :---: | :---: | :---: | :---: | :---: |
|  | SPMS | MDOT | SPMS | MDOT |
| 5 | 296.80 | 3.0 | 0.87\% | 0.06\% |
| 6 | 210.25 | 137.0 | 0.62\% | 2.55\% |
| 7 | 480.35 | 12.5 | 1.41\% | 0.23\% |
| 8 | 1,339.40 | 279.0 | 3.92\% | 5.20\% |
| 9 | 1,290.85 | 18.0 | 3.78\% | 0.34\% |
| 10 | 1,230.70 | 1,062.5 | 3.60\% | 19.80\% |
| 11 | 2,416.50 | 63.0 | 7.07\% | 1.17\% |
| 12 | 2,370.80 | 576.5 | 6.94\% | 10.74\% |
| 13 | 5,871.98 | 134.3 | 17.18\% | 2.50\% |
| 14 | 3,131.75 | 328.5 | 9.16\% | 6.12\% |
| 15 | 2,413.20 | 261.0 | 7.06\% | 4.86\% |
| 16 | 4,160.65 | 400.3 | 12.17\% | 7.46\% |
| 17 | 2,548.23 | 405.0 | 7.45\% | 7.55\% |
| 18 | 1,743.88 | 439.0 | 5.10\% | 8.18\% |
| 19 | 1,215.05 | 353.0 | 3.55\% | 6.58\% |
| 20 | 850.00 | 264.0 | 2.49\% | 4.92\% |
| 21 | 789.40 | 241.0 | 2.31\% | 4.49\% |
| 22 | 873.20 | 177.0 | 2.55\% | 3.30\% |
| 23 | 353.70 | 92.0 | 1.03\% | 1.71\% |
| 24 | 370.95 | 74.0 | 1.09\% | 1.38\% |
| 25 | 113.35 | 33.0 | 0.33\% | 0.61\% |
| 26 | 111.00 | 14.0 | 0.32\% | 0.26\% |
|  |  |  |  |  |
| Total | 34,181.99 | 5,367.5 | 100.00\% | 100.00\% |
| Other Schedules | 3,539.78 | 549.5 |  |  |
|  |  |  |  |  |
| Total: | 37,721.77 | 5,917.0 |  |  |

State Positions by Salary Grades

-SPMS ■MDOT

## Distribution of State Positions by Salary Step <br> As of June 30, 2018

Step Levels of Standard Salary Schedule

| Step | Number of FTEs |  | \% |  |
| :---: | ---: | ---: | ---: | ---: |
|  | SPMS | MDOT | SPMS | MDOT |
| Base | 1357.06 | 273.5 | $3.97 \%$ | $5.10 \%$ |
| 1 | 1048.01 | 228.5 | $3.07 \%$ | $4.26 \%$ |
| 2 | 502.03 | 98.0 | $1.47 \%$ | $1.83 \%$ |
| 3 | 2591.18 | 302.5 | $7.58 \%$ | $5.64 \%$ |
| 4 | 1712.93 | 135.5 | $5.01 \%$ | $2.52 \%$ |
| 5 | 1475.09 | 269.8 | $4.32 \%$ | $5.03 \%$ |
| 6 | 3308.38 | 265.5 | $9.68 \%$ | $4.95 \%$ |
| 7 | 1661.55 | 157.5 | $4.86 \%$ | $2.93 \%$ |
| 8 | 1891.05 | 439.0 | $5.53 \%$ | $8.18 \%$ |
| 9 | 3497.88 | 341.0 | $10.23 \%$ | $6.35 \%$ |
| 10 | 1615.35 | 225.0 | $4.73 \%$ | $4.19 \%$ |
| 11 | 1318.28 | 192.0 | $3.86 \%$ | $3.58 \%$ |
| 12 | 1668.87 | 375.5 | $4.88 \%$ | $7.00 \%$ |
| 13 | 958.32 | 272.5 | $2.80 \%$ | $5.08 \%$ |
| 14 | 1176.52 | 304.0 | $3.44 \%$ | $5.66 \%$ |
| 15 | 1233.05 | 344.0 | $3.61 \%$ | $6.41 \%$ |
| 16 | 1031.00 | 266.0 | $3.02 \%$ | $4.96 \%$ |
| 17 | 903.80 | 171.0 | $2.64 \%$ | $3.19 \%$ |
| 18 | 1417.40 | 220.5 | $4.15 \%$ | $4.11 \%$ |
| 19 | 1998.90 | 254.0 | $5.85 \%$ | $4.73 \%$ |
| 20 | 1815.33 | 232.3 | $5.31 \%$ | $4.33 \%$ |
| Total | $\mathbf{3 4 , 1 8 1 . 9 8}$ | $\mathbf{5 , 3 6 7 . 5}$ | $\mathbf{1 0 0 . 0 0 \%}$ | $\mathbf{1 0 0 . 0 0 \%}$ |
| Other Schedules | $3,539.78$ | 549.5 |  |  |
|  |  |  |  |  |
| Total: | $\mathbf{3 7 , 7 2 1 . 7 6}$ | $\mathbf{5 , 9 1 7 . 0}$ |  |  |

State Positions by Salary Steps


# EMPLOYER'S COST OF BENEFITS FOR A TYPICAL STATE EMPLOYEE IN THE STATE PERSONNEL MANAGEMENT SYSTEM 

Fiscal Year 2018
Based on a Salary of: ..... \$56,862
DIRECT COSTS
Social Security ..... \$4,350
Health Insurance** ..... \$9,838
Pension Retirement ..... \$10,986
Deferred Compensation Match ..... \$0
Workers Compensation ..... \$821
Unemployment Insurance ..... \$159
SUBTOTAL DIRECT COSTS ..... \$26,154
INDIRECT COSTS
Personal Leave ..... \$1,309
Holiday ..... \$2,617
Annual Leave ..... \$3,272
Sick Leave ..... \$1,091
SUBTOTAL INDIRECT COSTS ..... \$8,289
TOTAL COST OF BENEFITS ..... \$34,443
**Note: This amount is the average family health insurance contribution made by the State. Family costs include medical, dental, and prescription drug plan.

## Distribution of Employee Performance by Category <br> By Department <br> As of June 30, 2018

| Department | Total Number of Employees ${ }^{1}$ To be Rated ${ }^{2}$ | Number of Employees Rated Outstanding | Number of <br> Employees Rated <br> Satisfactory | Number of Employees Rated Unsatisfactory | Total Number Employees Rated |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Administrative Hearings ${ }^{4}$ | 113 | 36 | 23 | 0 | 105 |
| Aging ${ }^{3}$ | 28 | 11 | 8 | - | 19 |
| Agriculture | 307 | 133 | 121 | 1 | 255 |
| Archives | 60 | 11 | 43 | - | 54 |
| Assessments and Taxation | 471 | 81 | 369 | 2 | 452 |
| Attorney General | 640 | 327 | 221 | - | 548 |
| Boards and Commissions \& Offices | 87 | 65 | 17 | - | 82 |
| Budget and Management | 279 | 83 | 161 | - | 244 |
| Chesapeake Employers' Ins Company ${ }^{4}$ |  |  |  |  |  |
| Civil Rights | 26 | 12 | 14 | - | 26 |
| Commerce | 161 | 84 | 56 | 2 | 142 |
| Comptroller | 1,020 | 238 | 639 | - | 877 |
| Contract Appeals | 2 | 2 | - | - | 2 |
| Deaf and Hard of Hearing | 3 | 3 | - | - | 3 |
| Disabilities | 23 | 3 | 14 | - | 17 |
| Education (MSDE) | 1,262 | 684 | 520 | 4 | 1,208 |
| Elections | 217 | 80 | 106 | 1 | 186 |
| Environment | 779 | 357 | 359 | - | 716 |
| Energy Administration | 19 | 10 | 9 | - | 19 |
| Executive Department | 75 | 63 | 3 | - | 66 |
| General Services | 496 | 53 | 363 | 3 | 484 |
| Governor's Office of Children | 8 | 2 | 5 | - | 7 |
| Health, Maryland Department | 7,959 | 2,687 | 4,197 | 15 | 6,899 |
| Higher Education Commission | 47 | 3 | 35 | 1 | 39 |
| Housing and Community Development | 303 | 110 | 168 | - | 278 |
| Human Services | 5,376 | 866 | 4,183 | 18 | 5,067 |


| Information and Technology | 181 | 16 | 153 | 1 | 170 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Juvenile Services | 1,786 | 425 | 1,242 | 5 | 1,672 |
| Labor, Licensing, and Regulation | 1,213 | 418 | 744 | 7 | 1,169 |
| Lottery | 301 | 107 | 109 | 1 | 217 |
| Maryland 529 | 16 | 2 | 14 | - | 16 |
| MD Health Benefits Exchange | 53 | 35 | 7 | - | 42 |
| Maryland Institute for Emerg Med Serv | 85 | 37 | 31 | - | 68 |
| Maryland Insurance Admin. | 217 | 64 | 148 | 1 | 213 |
| Maryland Emerg Management Admin. | 52 | 14 | 37 | 1 | 52 |
| Maryland State Library | 23 | 9 | 12 | 1 | 22 |
| Military Department | 207 | 106 | 78 | 1 | 204 |
| Natural Resources ${ }^{4}$ | 1,217 | 539 | 428 | 1 | 1,185 |
| People's Council | 16 | 6 | 10 | - | 16 |
| Planning | 107 | 49 | 43 | - | 92 |
| Property Tax Assessment Appeals Bd. | 6 | 6 | - | - | 6 |
| Public Defender | 815 | 485 | 227 | 3 | 715 |
| Public Safety and Correctional Srvcs | 8,264 | 2,364 | 4,813 | 22 | 7,199 |
| Public School Construction | 14 | - | 5 | - | 5 |
| Public Service Commission | 114 | 26 | 21 | 1 | 48 |
| Public Television | 132 | 24 | 84 | - | 108 |
| School for the Deaf | 322 | 17 | 268 | 4 | 289 |
| Secretary of State | 23 | 20 | 3 | - | 23 |
| State Police ${ }^{4}$ | 2,133 | 432 | 252 | 1 | 2,092 |
| State Prosecutor | 10 | 8 | 1 | - | 9 |
| State Retirement Agency | 163 | 47 | 75 | 1 | 123 |
| Subsequent Injury Fund | 9 | 5 | 3 | - | 8 |
| Supplemental Retirement Plans | 11 | 5 | 6 | - | 11 |
| Tax Court | 3 | 2 | 1 | - | 3 |
| Transportation ${ }^{4}$ | 5,769 |  |  | - | 4,671 |
| Treasurer | 49 | 17 | 29 | - | 46 |
| Uninsured Employers Fund | 4 | - | - | - | - |
| Veterans Affairs | 70 | 31 | 34 | - | 65 |
| Workers' Compensation Commission | 100 | 19 | 56 | - | 75 |
| Total | 43,246 | 11,339 | 20,568 | 98 | 38,429 |

${ }^{1}$ Actual Employees not FTEs
${ }^{2}$ Does not include some contractual, permanent and Executive Pay Plan employees who are rated using a different evaluation instrument.
${ }^{3}$ This data does not include the Sr. Citizen Aides employees.
${ }^{4}$ Total Number of Employees Rated includes employees rated with alternate evaluations systems.

## Distribution of Incentive and Innovative Awards <br> By Department <br> As of June 30, 2018

| Department | Number <br> of <br> Incentive <br> Awards | Total <br> Award <br> Dollar <br> Amounts | Number <br> of <br> Innovative <br> Awards | Total <br> Award <br> Dollar <br> Amounts |
| :--- | ---: | ---: | ---: | ---: |
| Budget and Management | 188 | $\$ 95,850$ |  |  |
| Commerce | 11 | $\$ 2,942$ |  |  |
| Environment | 45 | $\$ 14,704$ |  |  |
| Housing and Community Development | 130 | $\$ 18,734$ |  |  |
| MD Emergency Management Agency | 1 | $\$ 500$ |  |  |
| Natural Resources | 87 | $\$ 2,265$ |  |  |
| Public Television | 1 | $\$ 100$ |  |  |
| Treasurer | 2 | $\$ 2,500$ |  |  |
| Total | 465 | $\$ 137,596$ |  |  |

Note: Total Dollar Amounts include Administrative Leave
time awarded based on the employee's rate of pay.

## Leave Usage <br> For CY 2017

| Department | Total <br> Number <br> of <br> FTE's | Total Work <br> Hours Available ${ }^{1}$ | Hours of Annual Leave Taken | Hours of Comp Time Taken | Hours of Sick <br> Leave Taken | Hours of <br> Personal <br> Leave <br> Taken | Hours of Comp Time Lost | Hours of <br> Personal <br> Leave <br> Lost | Hours of Annual Leave Lost |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Administrative Hearings | 107 | 215,686 | 13992 | 4722 | 7980 | 4683 | 416 | 161 | 13 |
| Aging | 32.70 | 65,792 | 1,667 | 686 | 1,941 | 1,114 | 761 | 118 | 156 |
| Agriculture | 316.25 | 636,295 | 37,407 | 12,406 | 25,169 | 13,234 | 1,884 | 561 | 829 |
| Archives | 59.00 | 118,708 | 7,856 | 1,276 | 4,034 | 2,609 | 70 | 63 | 80 |
| Assessments and Taxation | 507.00 | 1,020,084 | 62,482 | 8,577 | 41,438 | 21,290 | 787 | 430 | 669 |
| Attorney General | 240.60 | 484,087 | 22,305 | 12,326 | 14,862 | 8,810 | 7,976 | 1,074 | 1,589 |
| Budget and Management | 304.30 | 612,252 | 31,884 | 12,388 | 22,306 | 12,667 | 311 | 497 | 435 |
| Civil Rights Commission | 28.00 | 56,336 | 2,619 | 593 | 1,462 | 1,046 | 37 | 83 | 24 |
| Commerce | 172.80 | 347,674 | 18,717 | 8,222 | 10,571 | 7,081 | 982 | 322 | 890 |
| Comptroller | 1,007.35 | 2,026,788 | 108,397 | 23,313 | 83,852 | 42,344 | 942 | 1,248 | 483 |
| Disabilities | 23.80 | 47,886 | 2,230 | 691 | 1,463 | 857 | 57 | 37 | 6 |
| Education (MSDE) | 1,272.20 | 2,559,666 | 136,789 | 18,609 | 104,241 | 51,088 | 2,145 | 2,016 | 1,228 |
| Elections | 216.60 | 435,799 | 24,030 | 18,901 | 17,235 | 9,017 | 2,672 | 309 | 536 |
| Environment | 805.00 | 1,619,660 | 103,748 | 20,679 | 60,667 | 35,274 | 1,510 | 850 | 1,024 |
| Executive Department | 205.15 | 412,762 | 12,560 | 11,984 | 9,657 | 6,950 | 5,196 | 1,319 | 297 |
| General Services | 513.50 | 1,033,162 | 56,384 | 7,304 | 37,946 | 20,692 | 707 | 1,471 | 1,767 |
| Health, MD Dept. | 7,906.94 | 15,908,763 | 834,133 | 184,751 | 631,952 | 318,163 | 17,041 | 10,993 | 10,614 |
| Higher Education Commission | 50.60 | 101,807 | 4,382 | 1,945 | 3,394 | 1,949 | 58 | 155 | 40 |
| Housing and Community Dev | 323.40 | 650,681 | 28,317 | 12,759 | 23,975 | 12,900 | 1,324 | 479 | 365 |
| Human Services | 5,581.18 | 11,229,334 | 642,750 | 145,943 | 470,490 | 230,696 | 10,603 | 9,457 | 6,838 |
| Information \& Technology | 189.00 | 380,268 | 20,228 | 10,781 | 13,728 | 8,013 | 1,438 | 403 | 456 |
| Juvenile Services | 1,769.45 | 3,560,133 | 184,646 | 43,013 | 148,395 | 70,054 | 8,374 | 3,992 | 3,448 |
| Labor, Licensing, and Regulatio, | 1,415.18 | 2,847,342 | 153,139 | -19,-342 | 106,295 | 54,079 | 1,308 | 1,630 | 1,557 |


| Lottery | 305.10 | 613,861 | 31,925 | 11,233 | 27,601 | 13,092 | 326 | 545 | 55 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| MD 529 | 18.00 | 36,216 | 959 | 349 | 957 | 672 | 6 | 40 | - |
| MD Emergency Mgmt Agency | 49.00 | 98,588 | 3,408 | 3,319 | 2,054 | 1,633 | 188 | 175 | 255 |
| MD Health Benefits Exchange | 61.00 | 122,732 | 4,970 | 1,059 | 2,940 | 2,215 | 724 | 177 | 45 |
| MD Inst. Emerg Med Svc Sys | 83.00 | 166,996 | 9,562 | 8,537 | 5,334 | 3,384 | 595 | 121 | 579 |
| MD Insurance Administration | 237.48 | 477,810 | 24,350 | 7,437 | 17,722 | 9,913 | 46 | 190 | 153 |
| MD School for the Deaf | 324.50 | 652,894 | 8,125 | 3,979 | 21,485 | 8,265 | 268 | 5,202 | 339 |
| Military Department | 196.50 | 395,358 | 16,762 | 5,289 | 12,456 | 6,847 | 631 | 1,075 | 556 |
| Natural Resources | 1,321.38 | 2,658,617 | 138,470 | 61,485 | 70,932 | 51,412 | 9,041 | 2,186 | 3,951 |
| People's Counsel | 19.00 | 38,228 | 2,073 | 272 | 1,956 | 675 | 6 | 77 | 8 |
| Planning | 111.00 | 223,332 | 13,170 | 5,657 | 7,398 | 4,652 | 75 | 228 | 202 |
| Property Tax Asst App Bds | 103.00 | 207,236 | 1,153 | - | 370 | 327 | - | 4,129 | 8 |
| Public Defender | 823.50 | 1,656,882 | 81,828 | 2,970 | 49,817 | 30,071 | 782 | 4,310 | 5,015 |
| Public Safety and Correctional S | 8,311.70 | 16,723,140 | 1,050,380 | 301,490 | 891,679 | 364,588 | 20,542 | 17,649 | 8,377 |
| Public School Construction | 15.00 | 30,180 | 1,057 | 726 | 518 | 436 | 205 | 20 | 80 |
| Public Service Commission | 118.50 | 238,422 | 13,806 | 1,484 | 9,267 | 5,093 | 227 | 195 | 333 |
| Public Television | 129.80 | 261,158 | 13,898 | 5,820 | 6,351 | 5,395 | 522 | 492 | 619 |
| State Police | 2,165.50 | 4,356,986 | 256,148 | 22,131 | 139,190 | 95,775 | 2,225 | 3,097 | 2,812 |
| State Prosecutor | 12.00 | 24,144 | 1,137 | 317 | 824 | 471 | 5 | 1 |  |
| State Retirement Agency | 177.00 | 356,124 | 16,911 | 5,382 | 12,372 | 7,651 | 2,252 | 197 | 523 |
| Subsequent Injury Fund | 15.60 | 31,387 | 2,109 | 10 | 1,432 | 647 | - | 74 | 18 |
| Supplemental Retirement | 13.00 | 26,156 | 1,885 | 275 | 798 | 618 | 0 | 7 |  |
| Tax Court | 8.00 | 16,096 | 484 | - | 246 | 144 | - | - |  |
| Transportation | 6,406.00 | 12,888,872 | 803,234 | 286,663 | 800,513 | 293,187 | 23,583 | 7,725 | 11,908 |
| Treasurer | 54.00 | 108,648 | 5,534 | 2,978 | 2,899 | 2,172 | 137 | 164 | 203 |
| Uninsured Employer's Fund | 10.60 | 21,327 | 749 | 335 | 740 | 324 | 2 | 12 | 1 |
| Veterans Affairs | 81.00 | 162,972 | 6,288 | 4,345 | 3,483 | 2,871 | 589 | 134 | 178 |
| Worker's Compensation Comm | 107.00 | 215,284 | 12,630 | 512 | 8,098 | 4,182 | 94 | 538 | - |
| Total | 44,110.16 | 88,749,642 | 5,007,043 | 1,322,035 | 3,926,405 | 1,842,454 | 129,158 | 85,730 | 69,550 |

NOTE: This data was submitted by each agency.
${ }^{1}$ FTEs $\times 40$ hrs per week $\times 50.3$ weeks (excluding holidays)

## Health Benefit Enrollment by Type of Plan As of June 30, 2018

| Health Plans | Employees | Retirees | Total |
| :--- | ---: | :---: | :---: | :---: |
| PPO - Contracts | 22,775 | 28,409 | 51,184 |
| \% of total enrollment in PPOs | $34.4 \%$ | $61.6 \%$ | $45.5 \%$ |
| POS - Contracts* | 217 | 0 | 217 |
| \% of total enrollment in POSs | $0.3 \%$ | $0.0 \%$ | $0.2 \%$ |
| EPO/Kaiser - Contracts * | 43,284 | 17,707 | 60,991 |
| \% of total enrollment in EPOs | $65.3 \%$ | $38.4 \%$ | $54.3 \%$ |
|  |  |  |  |
| Total - Contracts ** |  |  |  |
| *Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) |  |  |  |

## Health Benefit Enrollment for Active State Employees As of June 30, 2018

|  | $\begin{gathered} 2016 \\ \text { Actual } \end{gathered}$ | 2017 <br> Actual | $\begin{gathered} 2018 \\ \text { Actual } \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 23,793 | 23,274 | 22,775 |
| POS | 265 | 246 | 217 |
| EPO/Kaiser* | 43,830 | 43,909 | 43,284 |
| Total | 67,888 | 67,429 | 66,276 |
| Prescription | 63,734 | 62,945 | 67,505 |
| Spending Accounts |  |  |  |
| Health Care | 10,556 | 11,086 | 13,056 |
| Dependent Care | 1,895 | 2,009 | 2,052 |
| Total | 12,451 | 13,095 | 15,108 |
| Dental Plans |  |  |  |
| Dental - DHMO | 9,312 | 9,754 | 11,118 |
| Dental - PPO | 55,937 | 55,454 | 59,594 |
| Total | 65,249 | 65,208 | 70,712 |
| Term Life | 47,738 | 47,356 | 79,537 |
| Accidental Death \& Injury | 42,248 | 42,140 | 42,081 |

[^1]
# Health Benefit Enrollment for Retirees <br> As of June 30, 2018 

|  | 2016 <br> Actual | 2017 <br> Actual | 2018 <br> Actual |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 29,448 | 29,001 | 28,409 |
| POS | 0 | 0 | 0 |
| EPO/Kaiser* | 15,725 | 17,082 | 17,707 |
| Total | 45,173 | 46,083 | 46,116 |
| Prescription | 44,329 | 45,112 | 46,281 |
| Spending Accounts |  |  |  |
| Health Care | N/A | N/A | N/A |
| Dependent Care | N/A | N/A | N/A |
| Total | N/A | N/A | N/A |
| Dental Plans |  |  |  |
| Dental - DHMO | 2,607 | 2,756 | 2,816 |
| Dental - PPO | 32,879 | 34,857 | 35,503 |
| Total | 35,486 | 37,613 | 38,319 |
| Term Life | 15,001 | 15,892 | 24,798 |
| Accidental Death \& Injury | N/A | N/A | N/A |

*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan

## Health Benefit Enrollment for Satellite Agencies As of June 30, 2018

|  | $2016$ Actual | 2017 <br> Actual | 2018 <br> Actual |
| :---: | :---: | :---: | :---: |
| Health Plans |  |  |  |
| PPO | 1,044 | 1,077 | 1,215 |
| POS | 0 | 0 | 0 |
| EPO/Kaiser* | 2,099 | 2,470 | 2,425 |
| Total | 3,143 | 3,547 | 3,640 |
| Prescription | 2,625 | 2,865 | 2,876 |
| Spending Accounts |  |  |  |
| Health Care | 247 | 191 | 166 |
| Dependent Care | 44 | $\underline{28}$ | 31 |
| Total | 291 | 219 | 197 |
| Dental Plans |  |  |  |
| Dental - DHMO | 348 | 500 | 530 |
| Dental - PPO | 2,339 | 2,567 | 2,541 |
| Total | 2,687 | 3,067 | 3,071 |
| Term Life | 1,797 | 1,808 | 2,926 |
| Accidental Death \& Injury | 1,412 | 1,457 | 1,458 |

*Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan
** FSA enrollment limited to certain former State agencies.

## Account Balance for Health Insurance

As of June 30, 2018
(\$\$ in Millions)

|  | FY 2016 Actual ${ }^{2}$ | FY 2017 Actual ${ }^{2}$ | $\begin{gathered} \text { FY } 2018 \\ \text { Actual } \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| Beginning Balance | \$60.10 | \$156.20 | \$276.90 |
| Receipts |  |  |  |
| State Agencies ${ }^{1}$ | \$1,222.70 | \$1,260.20 | \$1,090.40 |
| Employee | \$185.50 | \$192.00 | \$171.30 |
| Retiree | \$91.40 | \$97.30 | \$86.40 |
| Satellite Agencies | \$36.00 | \$40.40 | \$30.62 |
| Direct Pay Enrollees | \$9.30 | \$3.10 | \$4.00 |
| RX Rebates \& Medicare Part D reimbursements, EGWP-Cov |  |  |  |
| Gap Disc | \$128.80 | \$154.10 | \$192.30 |
| Audit / Misc. Recoveries | \$9.70 | \$8.80 | \$4.60 |
| Total Receipts | \$1,683.40 | \$1,786.04 | \$1,856.52 |
| Sub Total | \$1,743.50 | \$1,942.24 | \$1,892.53 |
| Less: Payments to Providers | \$1,587.30 | \$1,488.70 | \$1,524.20 |
| Reserve for Future Provider Payments |  |  |  |
|  | \$156.20 | \$92.50 | \$69.90 |
| ${ }^{1}$ State Agency Receipts include year-end reversions from agencies as well as non-CPB agency contractual employee receipts transferre \& interest earned in the Employee/Retiree Health \& Welfare Program |  |  |  |
| ${ }^{2}$ FY 2017 year-end balance based on adjusted R*STARS (DAFR-G900) as of September 30, 2017 |  |  |  |

Account Balance for Spending Accounts As of June 30, 2018 (\$\$ in Millions)

|  | FY 2016 Actual | FY 2017 <br> Actual | FY 2018 Actual |
| :---: | :---: | :---: | :---: |
| Beginning Balance | \$0.41 | \$0.12 | \$0.30 |
| Receipts |  |  |  |
| Employee | \$21.73 | \$23.00 | \$23.79 |
| Satellite Employee | \$0.50 | \$0.77 | \$0.00 |
| Total Receipts | \$22.24 | \$23.77 | \$23.79 |
| Sub Total | \$22.65 | \$23.89 | \$24.09 |
| Less: |  |  |  |
| Reimbursements to Employees | \$22.10 | \$23.27 | \$23.41 |
| Unused Balances transferred to General Fund |  |  |  |
|  | \$0.43 | \$0.32 | \$0.38 |
| Reserve for Future Employee Reimbursements |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Account Balance for Term Life, Accidental Death and Injury, Long Term Care and Dental Insurance As of June 30, 2018 (\$\$ in Millions)

|  | FY 2016 <br> Actual | FY 2017 <br> Actual | FY 2018 <br> Actual |
| :--- | ---: | :---: | :---: |
| Beginning Balance | $\$ 0.00$ | $\$ 0.00$ | $\$ 0.28$ |
| Receipts |  |  |  |
| State Agencies - Dental Subsidy | $\$ 19.70$ | $\$ 26.65$ | $\$ 25.45$ |
| Employee | $\$ 36.78$ | $\$ 35.69$ | $\$ 32.98$ |
| Retiree | $\$ 13.40$ | $\$ 14.38$ | $\$ 14.41$ |
| Other | $\$ 1.84$ | $\$ 1.97$ | $\$ 2.01$ |
| Total Receipts | $\$ 71.72$ | $\underline{\$ 78.69}$ | $\underline{\$ 74.85}$ |
| Sub Total | $\$ 71.72$ | $\$ 79.30$ | $\$ 75.13$ |
| Less: Payments to Providers | $\underline{\$ 72.22}$ | $\underline{\$ 73.99}$ | $\underline{\$ 74.73}$ |
| Reserve for Future Provider |  |  |  |
| Payments | $\$ 0.60$ | $\$ 0.71$ | $\$ 0.40$ |
| Fund Transfers | $\underline{\$ 1.70}$ | $\underline{\$ 4.32}$ | $\underline{\$ 4.00}$ |
| Reserve for Future Provider |  |  | $\$ 0.60$ |
| Payments | $\$ 0.28$ | $\$ 0.44$ |  |


[^0]:    ${ }^{1}$ The FTE counts do not include vacant positions.
    ${ }^{2}$ The Baltimore Metro Area includes: Baltimore, Carroll, Harford and Howard Counties.
    ${ }^{3}$ The employee count is actual employees, not full-time equivalents (FTEs).

[^1]:    *Effective January 2015, the State eliminated all Point-of-Service plans (except for SLEOLA) and contracted with Kaiser to provide a fully-insured Integrated Health Mgmt (IHM) plan

