## Department of Administration <br> Agency Summary

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | FTE | Cost | FTE | Cost |
| Classified | 987.4 | 51,759,708 | 1,314.4 | 62,669,184 |
| Unclassified | 282.5 | 14,310,856 | 287.5 | 7,794,024 |
| Non-Classified | - | - | - | $(4,736,885)$ |
| Overtime |  | 1,620,303 |  | 1,010,881 |
| Turnover |  | $(2,052,717)$ |  | $(1,844,830)$ |
| Cost Allocations to Other Programs |  | $(657,055)$ |  | $(572,120)$ |
| Cost Allocations from Other Programs |  | 657,055 |  | 572,120 |
| Cost Allocations to Other Departments |  | $(100,334)$ |  | $(224,332)$ |
| Cost Allocations from Other Departments |  | - |  | - |
| Program Reduction |  | - | (25.5) | $(991,651)$ |
| Total Salaries | 1,269.9 | \$65,537,816 | 1,576.4 | \$63,676,391 |
| Benefits |  |  |  |  |
| Retirement |  | 10,963,390 |  | 11,952,983 |
| Medical |  | 12,153,632 |  | 6,250,211 |
| Medical Benefits Salary Disbursement |  | 223,423 |  | 219,359 |
| FICA |  | 5,014,517 |  | 4,934,160 |
| Other |  | 223,975 |  | 112,000 |
| Holiday Pay |  | 63,327 |  | 32,534 |
| Payroll Accrual |  | 327,412 |  | 407,777 |
| Total Salaries and Benefits | 1,269.9 | \$94,507,492 | 1,576.4 | \$87,585,415 |
| Cost Per FTE Position |  | 74,421 |  | 55,560 |
| Temporary and Seasonal |  | 399,166 |  | 215,000 |
| Unemployment Compensation |  | - |  | 248,625 |
| Statewide Benefit Assessment |  | 2,215,209 |  | 2,899,817 |
| Retroactive Payment |  | 320,111 |  | - |
| Payroll Costs | 1,269.9 | \$97,441,978 | 1,576.4 | \$90,948,857 |
| Purchased Services |  |  |  |  |
| Contractual Services |  | - |  | (12,092,210) |

## Department of Administration Agency Summary

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | FTE | Cost | FTE | Cost |
| Medical Services |  | 92,900 |  | 4,940 |
| Architect/Engineering Services |  | 118,613 |  | 237,871 |
| Educational/Professional/Art Services |  | 250,821 |  | 131,135 |
| Buildings and Grounds Maintenance |  | 670,300 |  | 1,645,067 |
| Security Services |  | 220,438 |  | 329,265 |
| Legal Services |  | 299,500 |  | 264,500 |
| Management/Audit Services |  | 4,936,150 |  | 2,532,490 |
| Special Clerical Services |  | 192,249 |  | 133,750 |
| Miscellaneous Special Services |  | 1,462,576 |  | 2,962,101 |
| Total |  | \$8,243,547 |  | (\$3,851,091) |
| Total Personnel | 1,269.9 | \$105,685,525 | 1,576.4 | \$87,097,766 |
| Distribution by Source of Funds |  |  |  |  |
| General Revenue | 962.6 | 76,312,086 | 929.3 | 35,788,201 |
| Federal Funds | 50.4 | 5,211,453 | 51.4 | 1,095,952 |
| Restricted Receipts | 11.5 | 798,821 | 10.8 | $(22,319)$ |
| Other Funds | 86.6 | 6,777,412 | 88.1 | 4,145,013 |
| Internal Service Funds | 158.8 | 16,585,753 | 496.8 | 46,090,919 |
| Total: All Funds | 1,269.9 | \$105,685,525 | 1,576.4 | \$87,097,766 |

## Department of Administration Central Management

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Executive Director (DOA) Operations | 0150 A | 1.0 | 124,940 | 1.0 | 134,816 |
| Deputy Director | 0144 A | 1.0 | 116,629 | 1.0 | 120,073 |
| Associate Director (Financial Management) | 0144 A | 1.0 | 115,150 | 1.0 | 118,595 |
| Human Resources Coordinator | 0135 A | 1.0 | 79,941 | - | (4) |
| Special Assistant to the Director | 0832 A | 1.0 | 77,373 | 1.0 | 79,675 |
| Supervising Accountant | 0131 A | 1.0 | 68,712 | 1.0 | 70,763 |
| Programming Services Officer | 0131 A | 1.0 | 68,805 | 1.0 | 70,856 |
| Human Services Analyst II | 0129 A | 1.0 | 63,578 | - | (4) |
| Prin. Human Services Business Officer | 0A28 A | 1.0 | 65,791 | 1.0 | 67,685 |
| Chief Implementation Aide | 0128 A | 2.0 | 120,504 | 2.0 | 124,074 |
| Supvr. of Billing \& Accounts Receivable | 03527 A | 1.0 | 56,380 | 1.0 | 58,055 |
| Human Resources Technician | 0122 A | 2.0 | 97,131 | - | (4) |
| Assistant Administrative Officer | 0121 A | 1.0 | 44,381 | 1.0 | 45,712 |
| Asst. Business Management Officer | 0319 A | 1.0 | 41,508 | 1.0 | 43,464 |
| Junior Resource Specialist | 0319 A | 2.0 | 83,606 | 2.0 | 87,131 |
| Junior Resource Specialist | 0119 A | 2.0 | 74,224 | - | (4) |
| Subtotal |  | 20.0 | \$1,298,653 | 14.0 | \$1,020,899 |
| Unclassified |  |  |  |  |  |
| Director of Administration | 0949K | 1.0 | 119,037 | 1.0 | 122,608 |
| Supervisor of Fiscal Services | 5234 A | 1.0 | 88,479 | 1.0 | 91,110 |
| Policy Analyst | 0833 A | 1.0 | 69,648 | 1.0 | 71,738 |
| Principal Planning \& Methods Analyst | 0128 A | 1.0 | 44,850 | 1.0 | 46,435 |
| Principal Technical Support Analyst | 5339 A | 1.0 | 72,294 | 1.0 | 74,395 |
| Asst. Administrative Officer | 0821 A | 1.0 | 45,885 | 1.0 | 48,578 |
| Junior Resource Specialist | 03519 A | 1.0 | 36,661 | 1.0 | 38,290 |
| Subtotal |  | 7.0 | \$476,854 | 7.0 | \$493,154 |
| Overtime |  |  | 7,775 |  | 7,760 |
| Turnover |  |  | $(161,479)$ |  | $(166,509)$ |
| Cost Allocations to Planning |  |  | $(49,840)$ |  | $(51,531)^{(6)}$ |
| Cost Allocations to Internal Service Funds |  |  | $(59,362)$ |  | $(54,839){ }^{(6)}$ |
| Total Salaries |  | 27.0 | \$1,512,601 | 21.0 | \$1,248,934 |

## Department of Administration Central Management



## Department of Administration Legal Services

|  | Grade | FY 2006 |  | FY 2007 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |  |
| Classified |  |  |  |  |  |  |
| Executive Director (DOA) Operations | 0150 A | 1.0 | 116,780 | 1.0 | 124,326 |  |
| Admin. \& Legal Support Svcs. Administrator | 0143 A | 1.0 | 97,083 | 1.0 | 103,995 |  |
| Chief Legal Counsel, State Labor Rel. | 0142 A | 1.0 | 108,577 | 1.0 | 111,742 |  |
| Administrator Adjudication | 0140 A | 2.0 | 173,599 | 2.0 | 178,138 |  |
| Chief of Legal Services | 0139 A | 2.0 | 175,742 | 2.0 | 186,937 |  |
| Deputy Chief of Legal Services | 0137 A | 2.0 | 167,929 | 4.0 | 310,257 | (8) |
| Legal Counsel (MHRH) | 0136 A | - | - | 1.0 | 80,840 | (8) |
| Senior Legal Counsel | 0134 A | 6.0 | 414,647 | 10.0 | 683,015 | (8) |
| Legal Counsel | 0132 A | 0.6 | 36,203 | 0.6 | 38,542 |  |
| Motor Vehicle Appeals Officer | 0324 A | 7.0 | 337,248 | 7.0 | 348,634 |  |
| Implementation Aide | 0122 A | 1.0 | 42,123 | 1.0 | 44,341 |  |
| Assistant Administrative Officer | 0121 A | 1.0 | 44,897 | 1.0 | 46,495 |  |
| Legal Assistant | 0119 A | 3.0 | 113,488 | 3.0 | 117,030 |  |
| Executive Assistant | 0118 A | 1.0 | 37,580 | 1.0 | 39,103 |  |
| Senior Word Processing Typist | 0312 A | 1.0 | 28,635 | 1.0 | 29,972 |  |
| Subtotal |  | 29.6 | 1,894,531 | 36.6 | 2,443,367 |  |
| Overtime |  |  | 100 |  | - |  |
| Turnover |  |  | $(37,266)$ |  | $(39,433)$ |  |
| Cost Allocation to Other Programs |  |  | $(58,390)$ |  | $(62,164)$ | (9) |
| Cost Allocation to Internal Service Funds |  |  | $(288,946)$ |  | $(298,139)$ | (10) |
| Cost Allocations to Other Departments |  |  | $(100,334)$ |  | $(224,332)$ | (11) |
| Total Salaries |  | 29.6 | 1,409,695 | 36.6 | 1,819,299 |  |
| Benefits |  |  |  |  |  |  |
| Retirement |  |  | 240,917 |  | 378,616 |  |
| Medical |  |  | 216,567 |  | 297,739 |  |
| Medical Benefits Salary Disbursement |  |  | 3,003 |  | 3,003 |  |
| FICA |  |  | 107,482 |  | 136,257 |  |
| Holiday Pay |  |  | 406 |  | - |  |
| Payroll Accrual |  |  | 7,245 |  | 9,523 |  |
| Total Salaries and Benefits |  | 29.6 | \$1,985,315 | 36.6 | \$2,644,437 |  |

## Department of Administration Legal Services

Cost Per FTE Position

Temporary and Seasonal
Statewide Benefit Assessment

Payroll Costs

Purchased Services
Legal Services
Total

Distribution by Source of Funds
General Revenue
Other Funds

| 180,000 | (7) |
| ---: | ---: |
| $\mathbf{\$ 1 8 0 , 0 0 0}$ | $\mathbf{\$ 1 5 0 , 0 0 0}$ |

36.6 \$2,863,571
35.6 2,755,068

Tal All

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6,143
69,134
29.6 \$2,045,027
36.6 \$2,713,571

Total Personnel

Total: All Funds
29.6 \$2,225,027
29.

2,225,027
.
29.6 \$2,225,027
$1.0 \quad 108,503$
36.6 \$2,863,571

## Department of Administration

Accounts and Control


## Department of Administration <br> Accounts and Control

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Statewide Benefit Assessment |  |  | 70,848 |  | 79,724 |
| Retroactive Payment |  |  | 4,511 |  | - |
| Total Personnel |  | 40.0 | \$2,808,009 | 40.0 | \$3,276,491 |
| Distribution by Source of Funds |  |  |  |  |  |
| General Revenue |  | 40.0 | 2,808,009 | 40.0 | 3,276,491 |
| Total: All Funds |  | 40.0 | \$2,808,009 | 40.0 | \$3,276,491 |

## Department of Administration Budgeting/Municipal Affairs

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Executive Director/Budget Officer | 0150 A | 1.0 | 143,199 | 1.0 | 147,828 |
| Deputy Budget Officer | 0144 A | 1.0 | 111,631 | 1.0 | 114,932 |
| Associate Director (Financial Management) | 0144 A | 1.0 | 110,024 | 1.0 | 113,324 |
| Chief Budget Analyst | 0141 A | 3.0 | 271,804 | 3.0 | 292,572 |
| Supervising Budget Analyst | 0139 A | 1.0 | 67,744 | 1.0 | 86,480 |
| Principal Budget Analyst | 0837 A | 1.0 | 80,731 | 1.0 | 84,355 |
| Senior Budget Analyst | 0834 A | 2.0 | 154,938 | 2.0 | 159,556 |
| Supervisor, Local Government Assistance | 0833 A | 1.0 | 73,063 | 1.0 | 75,194 |
| State Aid \& Financial Specialist | 0832 A | 1.0 | 71,651 | 1.0 | 74,347 |
| State Aid \& Financial Specialist | 0332 A | 1.0 | 71,676 | 1.0 | 73,778 |
| Budget Analyst II | 0831 A | 3.0 | 189,294 | 3.0 | 199,455 |
| Budget Analyst I/Economist | 0828 A | 1.0 | 46,129 | 1.0 | 49,216 |
| Budget Analyst I | 0828 A | 4.0 | 193,085 | 4.0 | 205,906 |
| Chief Implementation Aide | 0128 A | 1.0 | 62,386 | 1.0 | 64,260 |
| Senior Appraiser, Real \& Personal Property | 0325 A | 3.0 | 132,673 | 3.0 | 136,346 |
| Implementation Aide | 0122 A | 1.0 | 44,596 | 1.0 | 45,915 |
| Data Control Clerk | 0315 A | 1.0 | 37,883 | 1.0 | 39,002 |
| Data Control Clerk | 0115 A | 1.0 | 30,371 | 1.0 | 31,849 |
| Subtotal |  | 28.0 | \$1,892,878 | 28.0 | \$1,994,315 |
| Overtime |  |  | 2,500 |  | 2,500 |
| Turnover |  |  | $(114,276)$ |  | $(10,926)$ |
| Total Salaries |  | 28.0 | \$1,781,102 | 28.0 | \$1,985,889 |
| Benefits |  |  |  |  |  |
| Retirement |  |  | 303,525 |  | 412,765 |
| Medical |  |  | 254,399 |  | 315,546 |
| Medical Benefits Salary Disbursement |  |  | 4,004 |  | 4,004 |
| FICA |  |  | 129,851 |  | 144,405 |
| Payroll Accrual |  |  | 9,107 |  | 10,365 |
| Total Salaries and Benefits |  | 28.0 | \$2,481,988 | 28.0 | \$2,872,974 |

## Department of Administration Budgeting/Municipal Affairs

Cost Per FTE Position

Statewide Benefit Assessment
Retroactive Payment

Payroll Costs
Purchased Services
Management/Audit Services
Total

Total Personnel

Distribution by Source of Funds
General Revenue

Total: All Funds

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67,490
75,369
10,819
28.0 \$2,560,297
28.0 \$2,948,343
28.0 \$2,707,297
28.0 \$3,003,343
$28.0 \quad 2,707,297$
$28.03,003,343$
28.0 \$2,707,297
28.0 \$3,003,343

## Department of Administration Purchasing

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Assistant Director Special Projects | 0141 A | 2.0 | 179,879 | 2.0 | 185,485 |
| Administrator, Purchasing Systems | 0139 A | 2.0 | 152,577 | 2.0 | 162,921 |
| Supervisor of Fiscal Fiscal Services | 0136 A | 1.0 | 61,633 | 1.0 | 63,885 |
| Asst Administr MBE Compliance | 0134 A | 1.0 | 73,556 | 1.0 | 75,763 |
| Chief Buyer | 0132 A | 1.0 | 70,331 | 1.0 | 72,373 |
| Senior Buyer | 0829 A | 1.0 | 64,167 | 1.0 | 66,069 |
| Chief Implementation Aide | 0828 A | 1.0 | 61,403 | 1.0 | 63,193 |
| Sr External Equal Opportunity Officer | 0127 A | 1.0 | 43,190 | 1.0 | 43,838 |
| Buyer II | 0327 A | 5.0 | 273,136 | 5.0 | 284,208 |
| Systems Support Tech III | 0324 A | 1.0 | 45,320 | 1.0 | 46,680 |
| Principal Purchasing Technician | 0119 A | 1.0 | 32,607 | 1.0 | 33,585 |
| Standards Technician | 0318 A | 1.0 | 31,802 | 1.0 | 32,756 |
| Systems Support Technician I | 0318 A | 3.0 | 107,696 | 3.0 | 113,289 |
| Clerk Secretary | 0316 A | 1.0 | 35,846 | 1.0 | 37,964 |
| Information Services Tech | 0316 A | 6.0 | 192,680 | 6.0 | 202,225 |
| Sr. Word Processing Typist | 0312 A | 1.0 | 28,237 | 1.0 | 29,601 |
| Subtotal |  | 29.0 | \$1,454,060 | 29.0 | \$1,513,835 |
| Overtime |  |  | 200 |  | - |
| Turnover |  |  | $(66,755)$ |  | $(55,770)$ |
| Cost Allocation from Other Programs |  |  | 29,195 | (9) | 31,082 |
| Total Salaries |  | 29.0 | 1,416,700 | 29.0 | 1,489,147 |
| Benefits |  |  |  |  |  |
| Retirement |  |  | 242,079 |  | 309,906 |
| Medical |  |  | 282,527 |  | 340,203 |
| Medical Salary Benefits Disbursement |  |  | 4,004 |  | 4,004 |
| FICA |  |  | 108,546 |  | 112,621 |
| Payroll Accrual |  |  | 7,284 |  | 7,800 |
| Total Salaries and Benefits |  | 29.0 | \$2,061,140 | 29.0 | \$2,263,681 |
| Cost Per FTE Position |  |  | 71,074 |  | 78,058 |

## Department of Administration Purchasing



## Department of Administration Auditing

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Chief, Bureau of Audits | 0144 A | 1.0 | 101,171 | 1.0 | 112,536 |
| Internal Audit Manager | 0140 A | 2.0 | 149,878 | 2.0 | 154,374 |
| Information Systems Internal Audit Mgr | 0138 A | 1.0 | 64,988 | 1.0 | 66,938 |
| Internal Audit Manager | 0136 A | 3.0 | 250,150 | 3.0 | 256,754 |
| Information Systems Auditor | 0133 A | 1.0 | 54,364 | 1.0 | 54,364 |
| Sr Internal Auditor | 0133 A | 1.0 | 49,910 | 1.0 | 49,910 |
| Principal Auditors | 0328 A | 3.0 | 176,954 | 3.0 | 182,191 |
| Business Management Officer | 0B26 A | 1.0 | 62,714 | 1.0 | 64,576 |
| Senior Auditors | 0325 A | 7.0 | 355,345 | 7.0 | 365,812 |
| Data Control Clerk | 0315 A | 1.0 | 38,196 | 1.0 | 39,315 |
| Subtotal |  | 21.0 | \$1,303,670 | 21.0 | \$1,346,770 |
| Turnover |  |  | $(164,267)$ |  | $(26,935)$ |
| Total Salaries |  | 21.0 | \$1,139,403 | 21.0 | \$1,319,835 |
| Benefits |  |  |  |  |  |
| Retirement |  |  | 194,415 |  | 274,672 |
| Medical |  |  | 179,555 |  | 232,892 |
| FICA |  |  | 90,304 |  | 99,974 |
| Payroll Accrual |  |  | 5,847 |  | 6,913 |
| Total Salaries and Benefits |  | 21.0 | \$1,609,524 | 21.0 | \$1,934,286 |
| Cost Per FTE Position |  |  | 76,644 |  | 92,109 |
| Temporary and Seasonal |  |  | 49,487 | (14) | - |
| Statewide Benefit Assessment |  |  | 43,229 |  | 50,154 |
| Retroactive Payment |  |  | 1,167 |  | - |
| Payroll Costs |  | 21.0 | \$1,703,407 | 21.0 | \$1,984,440 |
| Purchased Services |  |  |  |  |  |
| Miscellaneous Special Services |  |  | 24,131 | (15) | - |
| Total |  |  | \$24,131 |  | - |

## Department of Administration Auditing

Total Personnel
Distribution by Source of Funds General Revenue

Total: All Funds

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## Department of Administration Human Resources

|  | Grade | FY 2006 |  |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost |  | FTE | Cost |
| Classified |  |  |  |  |  |  |
| Exec. Director (DOA) Operations Officer | 0150 A | 1.0 | 115,107 |  | 1.0 | 122,560 |
| Personnel Administrator | 0146 A | 1.0 | 124,443 |  | 1.0 | 128,090 |
| Deputy Personnel Administrator | 0144 A | 2.0 | 195,502 |  | 2.0 | 208,820 |
| Assist Director for Special Projects | 0141 A | 1.0 | 102,154 |  | 1.0 | 105,179 |
| Human Resources Program Administrator | 0141 A | 1.0 | 100,822 | (16) | - | - (16) |
| Human Resources Administrator | 0141 A | 1.0 | 72,358 | (16) | - | (16) |
| Human Resources Program Administrator | 0139 A | 1.0 | 67,287 |  | 1.0 | 69,306 |
| Chief of Employee Benefits | 0139 A | 1.0 | 73,818 |  | 1.0 | 76,250 |
| Admin., State Equal Opportunity Program | 0139 A | 1.0 | 92,744 |  | 1.0 | 95,489 |
| Human Resources Supervisor | 0136 A | 1.0 | 60,710 |  | 1.0 | 62,531 |
| Retiree Health Trust Fund Analyst | 0134 A | - | - |  | 2.0 | 116,232 (20) |
| Human Resource Analyst III (Class \& Org) | 0133 A | 1.0 | 74,710 |  | 1.0 | 76,927 |
| Chief of Human Resources Services | 0133 A | 1.0 | 74,484 |  | 1.0 | 76,701 |
| Programming Services Officer | 0131 A | 4.0 | 264,844 |  | 4.0 | 278,726 |
| Human Resource Analyst II (Class \& Org) | 0129 A | 2.0 | 120,757 |  | 2.0 | 125,457 |
| Principal Equal Opportunity Officer | 0329 A | 1.0 | 63,662 |  | 1.0 | 65,540 |
| Chief Implementation Aide | 0128 A | 2.0 | 109,203 |  | 2.0 | 113,068 |
| Supervisor, Personnel Support Services | 0328 A | 1.0 | 60,620 |  | 1.0 | 62,428 |
| Prin Resource Specialist | 0328 A | 1.0 | 57,765 |  | 1.0 | 59,747 |
| Sr Personnel Analyst | 0326 A | 1.0 | 40,215 |  | 1.0 | 41,421 |
| Senior Equal Opportunity Officer | 0326 A | 2.0 | 114,665 |  | 2.0 | 118,011 |
| Sr Elect Computer Programmer | 0126 A | 1.0 | 50,646 |  | 1.0 | 53,796 |
| Human Resources Analyst I | 0126 A | 7.0 | 306,518 |  | 7.0 | 323,542 |
| Business Management Officer | 0B26 A | 1.0 | 62,478 |  | 1.0 | 64,341 |
| Employee Benefits Aide | 0322 A | 3.0 | 142,696 |  | 3.0 | 147,352 |
| Implementation Aide | 0122 A | 9.0 | 397,638 |  | 9.0 | 420,984 |
| Human Resource Technician | 0122 A | 1.0 | 35,225 | (16) | - | - (16) |
| Data Entry Unit Supervisor | 0B21 A | 1.0 | 36,412 |  | 1.0 | 37,504 |
| Assistant Administrative Officer | 0321 A | 1.0 | 36,763 |  | 1.0 | 38,839 |
| Executive Assistant | 0118 A | 2.0 | 79,805 |  | 2.0 | 83,713 |
| Personnel Support Services Assistant | 0315 A | 1.0 | 39,248 |  | 1.0 | 40,415 |
| Storekeeper | 0315 A | 1.0 | 38,095 |  | 1.0 | 39,237 |
| Subtotal |  | 55.0 | 3,211,394 |  | 54.0 | 3,252,206 |
| Unclassified |  |  |  |  |  |  |
| Inter-Agency Liaison Specialist | 0826 A | 1.0 | 60,764 |  | 1.0 | 62,587 |

## Department of Administration Human Resources



## Department of Administration Personnel Appeal Board

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Unclassified |  |  |  |  |  |
| Confidential Secretary | 0817 A | 0.5 | 16,704 | 0.5 | 17,581 |

## Unclassified Limited

Members, Personnel Appeal Board

Total Salaries
Benefits
Retirement
Medical
FICA

Payroll Accrual
0541 F
$0.5 \quad 52,704$
$0.5 \quad 53,581$
rex ex ex

Total Salaries and Benefits
Cost Per FTE Position
Statewide Benefit Assessment
Payroll Costs
Purchased Services
Legal Services
Special Clerical Services
Total

Total Personnel

Distribution by Source of Funds
General Revenue
Total: All Funds
2,855
3,659
2,430
2,649
4,032 (21)
4,099
86

## 92

| Total Salaries and Benefits | 0.5 | \$62,107 |  | 0.5 | \$64,080 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Cost Per FTE Position |  | 52,214 |  |  | 56,160 | (22) |
| Statewide Benefit Assessment |  | 635 |  |  | 668 |  |
| Payroll Costs | 0.5 | \$62,742 |  | 0.5 | \$64,748 |  |
| Purchased Services |  |  |  |  |  |  |
| Legal Services |  | 25,000 | (23) |  | 25,000 | (23) |
| Special Clerical Services |  | - |  |  | 10,000 | (23) |
| Total |  | \$25,000 |  |  | \$35,000 |  |
| Total Personnel | 0.5 | \$87,742 |  | 0.5 | \$99,748 |  |
| Distribution by Source of Funds |  |  |  |  |  |  |
| General Revenue | 0.5 | 87,742 |  | 0.5 | 99,748 |  |
| Total: All Funds | 0.5 | \$87,742 |  | 0.5 | \$99,748 |  |

## Department of Administration <br> Taxation

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Executive Director/Tax Administrator | 0150A | 1.0 | 144,634 | 1.0 | 148,917 |
| Associate Director, Revenue Services | 0144A | 1.0 | 116,061 | 1.0 | 119,505 |
| Associate Director, Tax Policy | 0143A | 1.0 | 80,134 | 1.0 | 82,538 |
| Chief of Examinations | 0142A | 1.0 | 106,293 | 1.0 | 109,458 |
| Chief, Tax Processing Section | 0140A | 1.0 | 94,775 | 1.0 | 99,047 |
| Chief, Compliance and Collection | 0140A | 1.0 | 96,973 | 1.0 | 99,858 |
| Chief Revenue Agent | 0138A | 8.0 | 664,972 | 8.0 | 692,137 |
| Programming Services Officer | 0131A | 1.0 | 65,539 | 1.0 | 69,539 |
| Chief, Estate and Gift Taxes | 0138A | 1.0 | 89,073 | 1.0 | 91,727 |
| Principal Revenue Agent | 0831A | 13.0 | 838,441 | 13.0 | 880,072 |
| Supervising Revenue Officer | 0831A | 4.0 | 256,866 | 4.0 | 264,797 |
| Chf of Adm Services | 0130A | 1.0 | 65,990 | 1.0 | 67,961 |
| Chief Implementation Aide | 0128A | 1.0 | 61,107 | 1.0 | 62,930 |
| Senior Revenue Agent | 0328A | 40.0 | 2,284,240 | 40.0 | 2,368,295 |
| Revenue Analyst | 0328A | 1.0 | 60,106 | 1.0 | 61,876 |
| Assistant Supervisor, Computer Operation | 0827A | 1.0 | 57,973 | 1.0 | 59,656 |
| Principal Revenue Officer | 0827A | 2.0 | 116,104 | 2.0 | 121,662 |
| Revenue Agent II | 0326A | 10.0 | 490,165 | 10.0 | 515,352 |
| Revenue Off- Spec Investigations | 0324A | 10.0 | 476,702 | 10.0 | 494,150 |
| Senior Revenue Officer | 0824A | 2.0 | 104,632 | 2.0 | 107,750 |
| Revenue Agent I | 0324A | 14.0 | 570,703 | 14.0 | 610,516 |
| Taxpayer Service Specialist | 0323A | 8.0 | 376,942 | 8.0 | 389,226 |
| Auditor | 0B22A | 2.0 | 104,317 | 2.0 | 108,296 |
| Revenue Officer II | 0322A | 8.0 | 317,523 | 8.0 | 340,708 |
| Data Entry Unit Supervisor | 0B21A | 2.0 | 100,722 | 2.0 | 103,691 |
| Supervising Preaudit Clerk | 0321A | 1.0 | 46,310 | 1.0 | 47,700 |
| Revenue Officer | 0321A | 10.0 | 434,228 | 10.0 | 453,206 |
| Tax Examiner (DOA) | 0321A | 8.0 | 348,278 | 8.0 | 360,823 |
| DET Business Officer | 0321A | 1.0 | 44,031 | 1.0 | 46,341 |
| Tax Investigator | 0320A | 1.0 | 43,725 | 1.0 | 45,015 |
| Revenue Officer I | 0320A | 13.0 | 442,813 | 13.0 | 464,246 |
| Taxpayer Assistance Representative | 0318A | 5.0 | 210,357 | 5.0 | 217,150 |
| Tax Aide II | 0318A | 9.0 | 342,503 | 9.0 | 343,074 |
| Chief Clerk | 0B16A | 1.0 | 31,802 | 1.0 | 32,756 |
| Tax Aide I | 0316A | 4.0 | 151,159 | 4.0 | 157,665 |
| Employment \& Training Assistant | 0316A | 6.0 | 188,757 | 6.0 | 195,527 |
| Storekeeper | 0315 A | 1.0 | 39,816 | 1.0 | 40,983 |
| Data Control Clerk | 0315 A | 4.0 | 147,647 | 4.0 | 155,811 |
| Customer Service Specialist I | 0315A | 1.0 | 36,715 | 1.0 | 38,498 |
| Assistant Supervising Data Entry Operator | 0314 A | 2.0 | 75,121 | 2.0 | 77,447 |

## Department of Administration

Taxation
Senior Reconciliation Clerk
Principal Preaudit Clerk
Scheduling \& Recording Clerk
Senior Word Processing Typist
Data Entry Operator
Senior Clerk-Typist
$\quad$ Subtotal

## Unclassified

## Director

Overtime
Turnover

## Total Salaries

## Benefits

Retirement
Medical
Medical Benefits Salary Disbursements
FICA

Payroll Accrual
$\quad$ Total Salaries and Benefit
Cost Per FTE Position
Temporary and Seasonal
Statewide Benefit Assessment

Retroactive Payment
Payroll Costs

## Purchased Services

Security Services
Management/Audit Services
Miscellaneous Special Services
Total

FY 2006

| Grade | FTE |  | $\frac{\text { Cost }}{}$ |
| :--- | ---: | ---: | ---: |
| 0314 A |  | 7.0 | 249,127 |
| 0314 A | 5.0 | 172,347 |  |
| 0312 A | 6.0 | 207,499 |  |
| 0312 A | 2.0 | 64,866 |  |
| 0310 A | 6.0 | 172,298 |  |
| 0309 A | 6.0 | 183,156 |  |
|  | $\mathbf{2 3 4 . 0}$ | $\mathbf{\$ 1 1 , 3 7 3 , 5 4 2}$ |  |

0845A
1.0

129,676

208,163
$(420,185)$
235.0 \$11,291,196

$$
1,896,504
$$

$$
2,239,566
$$

$$
34,034
$$

$$
874,399
$$

56,957
235.0 \$16,392,656

69,756
238,500 ${ }^{(24)}$
421,155
35,115
235.0 \$17,087,426

FY 2007

| FTE |  |
| ---: | ---: |
| 7.0 | Cost |
| 5.0 | 178,215 |
| 6.0 | 214,545 |
| 2.0 | 66,796 |
| 6.0 | 179,544 |
| 6.0 | 189,511 |
| $\mathbf{2 3 4 . 0}$ | $\mathbf{\$ 1 1 , 8 3 5 , 3 6 6}$ |

$1.0 \quad 133,540$
147,185

$$
(247,360)
$$

235.0 \$11,868,731

2,438,366
2,603,679
34,034
914,521
61,395
$235.0 \$ 17,920,726$
76,258
215,000 ${ }^{(24)}$
445,418
235.0 \$18,581,144

| 7,100 | $(25)$ | 7,100 | $(25)$ |
| ---: | ---: | ---: | ---: |
| 161,280 | $(26)$ | 129,500 | $(26)$ |
| 4,550 | $(27)$ | 2,600 | $(27)$ |
| $\mathbf{\$ 1 7 2 , 9 3 0}$ |  | $\mathbf{\$ 1 3 9 , 2 0 0}$ |  |

## Department of Administration <br> Taxation

Total Personnel

Distribution by Source of Funds
General Revenue
Federal Funds
Restricted Receipts
Other Funds

Total: All Funds

$235.0 \$ 17,260,356$
235.0 \$18,720,344

| 200.0 | $14,894,751$ | 200.0 | $16,112,927$ |
| ---: | ---: | ---: | ---: |
| 14.4 | 960,451 | 14.4 | $1,056,167$ |
| 10.0 | 672,313 | 10.0 | 739,314 |
| 10.6 | 732,841 | 10.6 | 811,936 |
|  |  |  |  |
| $\mathbf{2 3 5 . 0}$ | $\mathbf{\$ 1 7 , 2 6 0 , 3 5 6}$ | $\mathbf{2 3 5 . 0}$ | $\mathbf{\$ 1 8 , 7 2 0 , 3 4 4}$ |

## Department of Administration Registry of Motor Vehicles

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Assoc. Dir. Revenue Serv (MV) | 0144A | 1.0 | 110,024 | 1.0 | 115,219 |
| Asst. Mtr Vehicle Admin Cust Ser | 0140A | 1.0 | 88,954 | 1.0 | 94,961 |
| Asst. Mtr Vehicle Admin Safety \& Reg | 0140A | 1.0 | 98,567 | 1.0 | 101,452 |
| Chief, Enforcement and Inspection RMV | 0137A | 1.0 | 75,231 | 1.0 | 80,734 |
| Chief, MV Safety \& Emissions Control | 0135A | 2.0 | 158,367 | 2.0 | 163,972 |
| Chief, MV Operator Control | 0135A | 1.0 | 68,628 | 1.0 | 71,738 |
| Coord Motor Carrier School Bus | 0133A | 1.0 | 63,200 | 1.0 | 68,019 |
| Chief, MV Title Cert | 3328A | 1.0 | 59,406 | 1.0 | 61,176 |
| Chief, MV Fleet Registration Program | 0128A | 1.0 | 61,138 | 1.0 | 62,961 |
| Supv Computer Oper | 0128A | 1.0 | 60,411 | 1.0 | 62,176 |
| Chief Implementation Aide | 0128A | 4.0 | 220,331 | 4.0 | 233,135 |
| Chief, Division of Safety Responsibility | 0127A | 1.0 | 56,755 | 1.0 | 59,565 |
| Sr Community Development Train Spec | 0326A | 1.0 | 57,075 | 1.0 | 58,748 |
| Supervisor, MV Customer Service | 3324A | 2.0 | 101,692 | 2.0 | 104,722 |
| MV Appeals Officer | 0324A | 4.0 | 202,830 | 4.0 | 209,902 |
| Driver Improvement Specialist | 0023A | 1.0 | 47,984 | 1.0 | 49,423 |
| Supervisor of Branch Office Services (MV) | 3322A | 12.0 | 503,016 | 12.0 | 524,934 |
| License Investigator | 0322A | 2.0 | 95,162 | 2.0 | 97,988 |
| Senior Auto \& Emissions Control Inspector | 0321A | 2.0 | 90,735 | 2.0 | 94,723 |
| Motor Vehicle Investigator | 0320A | 6.0 | 266,083 | 6.0 | 274,370 |
| Interpreter Interviewer (Spanish) | 0319A | 1.0 | 42,835 | 1.0 | 44,085 |
| Senior Teller | 0318A | 2.0 | 85,386 | 2.0 | 87,921 |
| Automotive Service Specialist | 0318A | 4.0 | 153,832 | 4.0 | 159,220 |
| Customer Service Representative II | 0318A | 40.0 | 1,557,214 | 40.0 | 1,622,326 |
| Executive Assistant | 0318A | 2.0 | 82,549 | 2.0 | 85,806 |
| Auto \& Emis Cntrl Inspectors | 0317A | 6.0 | 231,775 | 6.0 | 239,825 |
| Motor Vehicle Operator Examination | 0316A | 9.0 | 314,533 | 9.0 | 326,674 |
| Clerk Secretary | 0316A | 1.0 | 37,224 | 1.0 | 38,316 |
| Interpreter Interviewer (Spanish) | 0316A | 2.0 | 66,154 | 2.0 | 71,061 |
| Customer Service Representative I | 0315 A | 31.5 | 1,011,660 | 31.5 | 1,057,247 |
| Teller | 0315 A | 4.0 | 143,061 | 4.0 | 149,185 |
| Assistant Supervising Data Entry Operator | 0314 A | 1.0 | 37,992 | 1.0 | 39,132 |
| Principal Clerk Stenographer | 0313 A | 2.0 | 65,450 | 2.0 | 67,400 |
| Principal Clerk Typist | 0312 A | 2.0 | 70,865 | 2.0 | 74,379 |
| Principal Clerk | 0312 A | 1.0 | 36,362 | 1.0 | 37,452 |
| Sr. Word Processing Typist | 0312A | 2.0 | 57,045 | 2.0 | 59,765 |

## Department of Administration Registry of Motor Vehicles

Data Entry Operator
Senior Clerk-Stenographer
Senior Clerk-Typist
Stores Clerk
Senior Clerk
Clerk Typist
Automobile Driver
$\quad$ Subtotal

Overtime
Turnover
Program Reduction

Total Salaries

## Benefits <br> Benefits

Retirement
Medical
Medical Benefits Salary Disburse
FICA
Other
Holiday Pay
Payroll Accrual
Total Salaries and Benefits
$1,233,232$
$1,777,627$

| Grade |  | FTE |
| :--- | ---: | ---: |
| 0310 A | 4.0 | 129,978 |
| 0310 A | 1.0 | 31,895 |
| 0309 A | 11.0 | 341,176 |
| 0309 A | 1.0 | 34,192 |
| 0308 A | 2.0 | 57,374 |
| 0307 A | 8.0 | 244,045 |
| 0307 A | 1.0 | 28,965 |
|  | $\mathbf{1 8 4 . 5}$ | $\mathbf{\$ 7 , 3 4 7 , 1 5 1}$ |

FY 2007
184.5 \$7,361,387
159.0

6,623,757
225,700
141,115
$(211,464)$
$(174,758)$
$(991,651){ }^{(35)}$

Retireme
Medical Benefits Salary Disbursements
FICA
Other

Holiday Pay
Payroll Accrual

Total Salaries and Benefits
Cost Per FTE Position
Temporary and Seasonal
Unemployment
Statewide Benefit Assessment
Retroactive Payment
Payroll Costs
184.5 \$11,303,257 $159.0 \quad \$ 10,881,058$

## Department of Administration Registry of Motor Vehicles



## Department of Administration Facilities Management



## Department of Administration Facilities Management

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Unclassified |  |  |  |  |  |
| Project Manager | 0830 A | 1.0 | 69,156 | 1.0 | 70,182 |
| Pr. Planning \& Program Specialist | 5228 A | 1.0 | 69,078 | 1.0 | 71,336 |
| Special Projects Coordinator | 5227 A | 1.0 | 68,855 | 1.0 | 70,882 |
| Executive Secretary | 4623 A | 1.0 | 48,563 | 1.0 | 50,369 |
| Subtotal |  | 4.0 | \$255,652 | 4.0 | \$262,769 |

Overtime

Cost Allocation to Internal Service Funds

Total Salaries
Benefits
Retirement
Medical
Medical Benefits Salary Disbursement
FICA

Holiday Pay
Payroll Accrual
Total Salaries and Benefits
Cost Per FTE Position
Statewide Benefit Assessment
Retroactive Payment

## Payroll Costs

Purchased Services
Buildings and Ground Maintenance
Management/Audit Services
Special Clerical Services
Total
516,919
685,445
6,006
226,665
506
14,933
58.5 \$4,424,863
54.5 \$4,250,370

14,030
$58.5 \quad 4,554,830$
$54.5 \quad \$ 4,352,105$

## Department of Administration Facilities Management

## Total Personnel

Distribution by Source of Funds
General Revenue
Federal Funds

Total: All Funds

| Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | FTE | Cost | FTE | Cost |
|  | 58.5 | \$5,345,971 | 54.5 | \$5,047,305 |

$40.5 \quad 3,864,801 \quad 36.5 \quad 3,466,026$
$18.0 \quad 1,481,170 \quad 18.0 \quad 1,581,279$
$58.5 \quad \$ 5,345,971 \quad 54.5 \quad \$ 5,047,305$

## Department of Administration Capital Projects and Property Management



# Department of Administration <br> Capital Projects and Property Management 

FY 2006
FY 2007
Grade

## Department of Administration Information Technology



## Department of Administration Information Technology

\[

\]

Purchased Services
Educational/Professional Services
Management/Audit Services
Total

Total Personnel

Distribution by Source of Funds
General Revenue
Federal Funds
Total: All Funds

| $\mathbf{1 7 4 , 6 2 5}$ | (47) | 54,135 | (47) |
| ---: | ---: | ---: | ---: |
| $2,956,749$ | $(48)$ | $1,146,445$ | (48) |
| $\mathbf{\$ 3 , 1 3 1 , 3 7 4}$ |  | $\mathbf{\$ 1 , 2 0 0 , 5 8 0}$ |  |

$9.0 \$ 3,683,224$
$4.0 \quad \mathbf{\$ 1 , 5 8 0 , 8 3 6}$
$9.0 \quad 3,465,099 \quad 4.0 \quad 1,536,701$

- 218,125 - 44,135
9.0 \$ 3,683,224 4.0 \$ 1,580,836


## Department of Administration Library and Information Services



## Department of Administration Library and Information Services



Distribution by Source of Funds
General Revenue
$9.5 \quad 987,093$
$8.51,058,020$
Federal Funds
7.5 945,230

Total: All Funds
$17.0 \quad \$ 1,932,323 \quad 17.0 \quad \$ 2,050,533$

## Department of Administration Statewide Planning

$\quad$ Classified
Chief, Strategic Plan., Monitor, Eval.
Chief, Office of Systems Planning
Executive Director of Housing
Asst. Chief of Planning
Supervisor Local Government Assist
Supervising Planner
Principal Systems Analyst
Principal Planner
Principal Environmental Planner
Principal Program Analyst
Housing Commission Coordinator
Principal Research Technician
Senior Planner
Geographic Info Systems Specialist I
Sr. Comm. Asst. Specialist
Information Services Tech II
Customer Service Specialist I
Senior Word Processing Typist
$\quad$ Subtotal

$\quad$| $\quad$ Unclassified |
| :--- |
| Associate Director Planning |
| Policy Analyst |
| Principal Program Analyst |
| Principal Accountant |
| Sr. Plng. \& Program Dev. Specialist |
| Senior Word Processing Typist |

Turnover
Cost Allocation from Other Programs

| 0144 A | 1.0 | 93,730 | 1.0 | 95,673 |
| :--- | ---: | ---: | ---: | ---: |
| 0833 A | 1.0 | 74,420 | 1.0 | 78,476 |
| 3528 A | 1.0 | 60,789 | 1.0 | 63,998 |
| 5226 A | 1.0 | 64,899 | 1.0 | 66,846 |
| 5224 A | 1.0 | 60,208 | 1.0 | 62,015 |
| 3512 A | 1.0 | 34,375 | 1.0 | 35,392 |
|  | $\mathbf{6 . 0}$ | $\mathbf{\$ 3 8 8 , 4 2 1}$ | $\mathbf{6 . 0}$ | $\mathbf{\$ 4 0 2 , 4 0 0}$ |

94,496
$36.0 \quad$ \$2,281,175
$37.0 \quad$ \$2,429,337

## Benefits

Retirement

## Department of Administration Statewide Planning

Medical
Medical Benefits Salary Disbursement
FICA

Payroll Accrual
Total Salaries and Benefits
Cost Per FTE Position

Statewide Benefit Assessment
Retroactive Payment
Payroll Costs

## Purchased Services

Architect/Engineering Services
Management/Audit Services
Miscellaneous Special Services
Total

Total Personnel

Distribution by Source of Funds
General Revenue
Federal Funds
Other Funds

Total: All Funds

$$
\text { Grade } \begin{array}{lr}
\text { FTE } & \text { Cost } \\
& \begin{array}{r}
320,397 \\
6,006 \\
173,411 \\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\end{array} 11,726
\end{array}
$$

36.0 \$3,188,237
18.5
6.0
11.5

FY 2006

88,562

86,684
17,793
$36.0 \quad \$ 3,292,714$
37.0 \$3,609,663
$36.0 \quad \$ 3,812,714$
37.0 \$4,213,663
$36.0 \quad \$ 3,812,714$
FY 2007

| FTE | Cost |
| :--- | ---: |
|  | 377,641 |
|  | 6,006 |
|  | 184,260 |

12,725
37.0 \$3,517,350

95,064

92,313


360,000 (51)
120,000
(53)

324,000 (51)
160,000
\$604,000
(52)
\$520,000

| $2,014,247$ | 18.9 | $2,098,284$ |
| ---: | ---: | ---: |
| 604,022 | 6.1 | 693,099 |
| $1,194,445$ | 12.0 | $1,422,280$ |
|  |  |  |
| $\mathbf{\$ 3 , 8 1 2 , 7 1 4}$ | $\mathbf{3 7 . 0}$ | $\mathbf{\$ 4 , 2 1 3 , 6 6 3}$ |

$37.0 \quad \$ 4,213,663$

## Department of Administration Security Services

$\quad$ Classified
Chief, Capitol Police
Deputy Marshal - Lieutenant
Deputy Marshal - Sergeant
Capitol Police Officer
Executive Assistant

\[\)|  Subtotal  |
| :---: |
|  Unclassified  |
|  Executive High Sheriff  |  

\]

Sheriff - Washington County
Sheriff - Newport County
Sheriff - Kent County
Deputy Sheriff - Captain
Deputy Sheriff - Lieutenant
Chief Deputy Sheriff
Deputy Sheriff - Sergeant
Administrative Assistant
0841 A 1.0
1.0

0832 A $\quad 1.0$
0823 A $\quad 1.0$
0832 A
0630 A
0628 A
0827 A $\quad 4.0$
0626 A 12.0
0825 A $\quad 1.0$
2.0
196.0
\$9,398,494
199.0 \$9,881,108
199.0 \$9,881,108
$2.0 \quad 59,668$

Deputy Sheriff
Principal Clerk Typist
Administrative Aide
Subtotal

Overtime
0624 A 163.0 7,454,699
1.0

0309 A 0305 A

Turnover

800,000
$(235,804)$
\$11,960,487

1,907,327
2,325,360
64,064
925,257
112,000
(55)

22,385

FY 2007

| FTE |  | Cost |
| :---: | ---: | ---: |
|  |  |  |
| 1.0 | 73,169 |  |
| 1.0 | 42,124 |  |
| 2.0 | 76,280 |  |
| 43.0 | $1,843,563$ |  |
| - | - |  |
| $\mathbf{4 7 . 0}$ | $\$ 2,035,136$ |  |

(56)
1.0

92,540
$1.0 \quad 77,410$
$1.0 \quad 79,888$
$1.0 \quad 76,132$
$4.0 \quad 262,101$
$5.0 \quad 315,335$
$4.0 \quad 228,362$
12.0 738,218
1.0 49,702
166.0 7,866,630
1.0 35,122

570,000
$(118,456)$
\$12,367,788

2,455,246
2,734,971
64,064
956,612
102,000
(55)

Holiday Pay
24,962

## Department of Administration Security Services

Payroll Accrual

Subtotal

Total Salaries and Benefits

Cost Per FTE Position

Statewide Benefit Assessment
Retroactive Payment

Payroll Costs

Purchased Services
Medical Services
Security Services
Special Clerical Services
Total

Total Personnel

Distribution by Source of Funds
General Revenue

Total: All Funds

| Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
|  | FTE | Cost | FTE | Cost |
|  |  | 56,535 |  | 60,943 |
|  |  | 412,928 |  | \$6,398,798 |

$244.0 \quad \$ 17,373,415 \quad 246.0 \quad \$ 18,766,586$

71,203

211,957
174,136
244.0 \$17,759,508
246.0 \$18,992,067

2,900
2,900
9,600 9,600
17,000
10,000
\$22,500
244.0 \$17,789,008
246.0 \$19,014,567
$244.0 \quad 17,789,008 \quad 246.0 \quad 19,014,567$
244.0 \$17,789,008
246.0 \$19,014,567

## Department of Administration Lottery Division

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Unclassified |  |  |  |  |  |
| Lottery Director | 0816JF | 1.0 | 109,633 | 1.0 | 116,025 |
| Deputy Director | 0842JA | 1.0 | 110,145 | 1.0 | 113,449 |
| Finance Administration | 0839JA | 1.0 | 78,338 | 1.0 | 84,687 |
| Legal Counsel | 0835JA | 1.0 | 77,698 | 1.0 | 80,734 |
| Administrative Manager | 0834JA | 1.0 | 79,120 | 1.0 | 81,494 |
| Controller | 0834JA | 1.0 | 75,680 | 1.0 | 77,950 |
| Manager Marketing Agent Licenses | 0834JA | 1.0 | 72,240 | 1.0 | 74,407 |
| Internal Auditor | 0833JA | 1.0 | 61,732 | 1.0 | 66,430 |
| Senior Programmer | 0833JA | 1.0 | 69,648 | 1.0 | 73,314 |
| Communications Coordinator | 0830JA | 1.0 | 54,172 | 1.0 | 58,027 |
| IT Security Manager | 0829JA | 1.0 | 50,439 | 1.0 | 52,270 |
| Accounting Manager | 0829JA | 1.0 | 55,674 | 1.0 | 59,911 |
| Production Manager | 0828JA | 1.0 | 65,709 | 1.0 | 67,680 |
| Instant Ticket Development | 0827JA | 2.0 | 104,668 | 2.0 | 108,080 |
| Keno Specialist | 0827JA | 1.0 | 52,155 | 1.0 | 56,430 |
| Pull Tab/Keno Coordinator | 0827JA | 1.0 | 50,421 | 1.0 | 54,273 |
| Security Manager | 0827JA | 3.0 | 155,657 | 3.0 | 165,139 |
| Validations/CS Supervisor | 0827JA | 1.0 | 61,917 | 1.0 | 65,079 |
| Video Lottery Supervisor | 0827JA | 1.0 | 55,330 | 1.0 | 56,990 |
| Asst Mgr Mrkt Agt License | 0826JA | 1.0 | 49,160 | 1.0 | 54,780 |
| Project Coordinator | 0826JA | 1.0 | 46,755 | 1.0 | 50,046 |
| Computer Programmer | 0825JA | 1.0 | 51,086 | 1.0 | 52,619 |
| Assistant Controller | 0824JA | 2.0 | 99,930 | 2.0 | 104,909 |
| Asst Production Mgr | 0824JA | 1.0 | 54,709 | 1.0 | 56,489 |
| Ticket Accounting Supervisor | 0824JA | 1.0 | 56,011 | 1.0 | 57,691 |
| Executive Secretary | 0822JA | 1.0 | 50,748 | 1.0 | 52,271 |
| Field Representative | 0822JA | 11.0 | 501,862 | 11.0 | 520,095 |
| Maintenance Person | 0822JA | 1.0 | 48,921 | 1.0 | 51,159 |
| Production Clerk | 0822JA | 1.0 | 47,509 | 1.0 | 48,934 |
| Rep-Public Relations | 0822JA | 1.0 | 42,711 | 1.0 | 45,865 |
| Supervisor Public Aff \& Drawings | 0822JA | 1.0 | 51,828 | 1.0 | 53,383 |
| Supervisor Personnel | 0821JA | 1.0 | 42,145 | 1.0 | 45,000 |
| Licensing Clerk | 0820JA | 1.0 | 47,975 | 1.0 | 49,414 |
| Ticket Accounting | 0820JA | 1.0 | 43,285 | 1.0 | 45,296 |
| Assistant Field | 0818JA | 1.0 | 34,884 | 1.0 | 36,794 |
| Assistant Production | 0818JA | 2.0 | 68,532 | 2.0 | 72,329 |
| Secretary | 0818JA | 3.0 | 108,056 | 3.0 | 113,065 |
| Receptionist | 0817JA | 1.0 | 33,352 | 1.0 | 35,097 |
| Validations Oficer | 0817JA | 1.0 | 39,745 | 1.0 | 40,937 |

## Department of Administration <br> Lottery Division

Programmer
Research \& Efficiency Expert
Productions/Sales
Supervisor of Asst Marketing
Assistant Marketing Clerk
Jr. Maintenance Technician
Janitor
Subtotal
Turnover
Cost Allocation from Legal Services
Total Salaries

## Benefits

Retiremen
Medical
FICA
Medical Benefits Salary Disbursement
Payroll Accrual
Total Salaries and Benefits

Cost Per FTE Position

Statewide Benefit Assessment

## Total Personnel

## Purchased Services

Legal Services
Management/Audit Services

Special Clerical Services
Total

## Total Personnel



# Department of Administration <br> Lottery Division 

Grade |  | FY 2006 |  |  |
| :--- | :--- | :--- | :--- |
| FTE | Cost | FY 2007 |  |
| $\quad$ Cost |  |  |  |

Distribution by Source of Funds Other Funds
$64.5 \quad 4,850,126 \quad 64.5 \quad 5,129,726$

Total: All Funds
$64.5 \quad \$ 4,850,126 \quad 64.5 \quad \$ 5,129,726$

## Department of Administration General

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Purchased Services |  |  |  |  |  |
| Architect/Engineering Services |  |  | 98,613 |  | - |
| Management/Audit Services |  |  | 25,500 |  | - |
| Miscellaneous Special Services |  |  | 75,002 |  | - |
| Total |  |  | \$199,115 |  | \$0 |
| Total Personnel |  |  | \$199,115 |  | \$0 |
| Distribution by Source of Funds |  |  |  |  |  |
| General Revenue |  |  | 98,613 |  | - |
| Federal Funds |  |  | 100,502 |  | - |
| Total: All Funds |  |  | \$199,115 |  | \$0 |

## Department of Administration <br> Internal Service Programs

Assessed Fringe Benefits Internal Service Fund ${ }^{(58)}$



# Department of Administration <br> Internal Service Programs 

Assessed Fringe Benefits Internal Service Fund ${ }^{(58)}$

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Purchased Services |  |  |  |  |  |
| Management/Audit Services |  |  | 20,000 |  |  |
| Special Clerical Services |  |  | 1,000 |  | - |
| Total |  |  | 21,000 |  | - |
| Total Personnel |  | 17.0 | \$2,037,563 | 17.0 | \$2,014,257 |
| Distribution by Source of Funds |  |  |  |  |  |
| Internal Service Funds |  | 17.0 | 2,037,563 | 17.0 | 2,014,257 |
| Total: All Funds |  | 17.0 | \$2,037,563 | 17.0 | \$2,014,257 |

The Assessed Fringe Benefit Internal Service Fund is funded from the Statewide Benefit Assessment budgeted in each agency as part of personnel funding. This assessment is intended to cover costs associated with Worker's Compensation payments, staffing of the State Employees' Worker's Compensation unit, Severance costs, Unemployment costs and the State Employee Assistance Program. In order to avoid double counting with the funding reflected in the Statewide Benefit Assessment, the expenditures associated with the non-payroll portion of this fund are not reflected in the department or statewide totals. Funding and FTE's associated with the staffing in this fund are still included in the department and statewide totals in order to capture all state positions and associated funding.

## Department of Administration Internal Service Programs

## Central Utilities Internal Service Fund



## Department of Administration Internal Service Programs

## Auto Maintenance Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |  |
| Classified |  |  |  |  |  |  |
| State Fleet Operations Officer | 0130 A | 1.0 | 59,907 | 1.0 | 62,761 |  |
| Chief Implementation Aide | 0828 A | 1.0 | 59,921 | 1.0 | 61,673 |  |
| Principal Energy Conservation Technician | 0328 A | 1.0 | 61,429 | 1.0 | 63,237 |  |
| Implementation Aide | 0322 A | 2.0 | 87,420 | 2.0 | 92,132 |  |
| Accountant | 0320 A | 1.0 | 42,276 | 1.0 | 43,510 |  |
| Conservation Technician | 0320 A | 1.0 | 40,934 | 1.0 | 43,514 |  |
| Automotive Service Supervisor | 0318 G | 1.0 | 41,498 | 1.0 | 42,728 |  |
| Mechanical Parts Storekeeper | 0313 A | 1.0 | 37,150 | 1.0 | 38,264 |  |
| Clerk Typist | 0307 A | 1.0 | 26,174 | 1.0 | 27,322 |  |
| Subtotal |  | 10.0 | \$456,709 | 10.0 | \$475,141 |  |
| Overtime |  |  | 15,000 |  | 15,000 |  |
| Cost Allocation from Facilities Management |  |  | 30,345 |  | 31,241 | (59) |
| Total Salaries |  | 10.0 | \$502,054 | 10.0 | \$521,382 |  |
| Benefits |  |  |  |  |  |  |
| Retirement |  |  | 83,238 |  | 106,684 |  |
| Medical |  |  | 95,620 |  | 110,324 |  |
| Medical Benefits Salary Disbursement |  |  | 2,002 |  | 2,002 |  |
| FICA |  |  | 38,013 | (1) | 39,817 | (1) |
| Holiday Pay |  |  | 840 |  | 924 |  |
| Payroll Accrual |  |  | 2,502 |  | 2,684 |  |
| Total Salaries and Benefits |  | 10.0 | \$724,269 | 10.0 | \$783,817 |  |
| Cost Per FTE Position |  |  | 72,427 |  | 78,382 |  |
| Statewide Benefit Assessment |  |  | 18,508 |  | 19,480 |  |
| Retroactive Payment |  |  | 2,005 |  | - |  |
| Payroll Costs |  | 10.0 | \$744,782 | 10.0 | \$803,297 |  |

## Department of Administration <br> Internal Service Programs

Auto Maintenance Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Purchased Services |  |  |  |  |  |
| Architect/Engineering Services |  |  | 20,000 |  | 20,000 |
| Total |  |  | \$20,000 |  | \$20,000 |
| Total Personnel |  | 10.0 | \$764,782 | 10.0 | \$823,297 |
| Distribution by Source of Funds |  |  |  |  |  |
| Internal Service Funds |  | 10.0 | 764,782 | 10.0 | 823,297 |
| Total: All Funds |  | 10.0 | \$764,782 | 10.0 | \$823,297 |

## Department of Administration Internal Service Programs

## Information Technology Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Asst Dir, Central InfoMgmt Services | 0143 A | 4.0 | 408,777 | 4.0 | 425,742 |
| Information Processing Officer | 0142 A | 1.0 | 106,433 | 1.0 | 109,597 |
| Assistant Director, Special Projects | 0141 A | 2.0 | 204,748 | 2.0 | 210,798 |
| Admin. Mmgt. Info. Systems | 0140 A | 3.0 | 280,989 | 3.0 | 291,697 |
| Systems Administrator (MHRH) | 0139 A | 1.0 | 87,687 | 1.0 | 90,318 |
| Assoc. Director Mgmt. Info. Systems (Corr.) | 0139 A | 1.0 | 89,081 | 1.0 | 91,712 |
| Assistant Director for IP (DLT) | 0139 A | 1.0 | 72,358 | 1.0 | 76,250 |
| Admin of Juvenile Corr Servs | 0139 A | - | - | 1.0 | 95,320 |
| Information Systems Group Coordinator | 0138 A | 2.0 | 174,765 | 2.0 | 181,803 |
| Programmer/Analyst Manager | 0138 A | 7.0 | 606,806 | 7.0 | 636,199 |
| Technical Support Manager (DOAS/MVS) | 0138 A | 4.0 | 345,694 | 4.0 | 355,976 |
| Technical Support Manager (UNIX/NTWRK | 0138 A | 2.0 | 170,626 | 2.0 | 176,756 |
| Chief Health Program Evaluator | 0137 A | 1.0 | 86,307 | 1.0 | 88,872 |
| Programmer/Analyst III (COBAL/CI) | 0835 A | 6.0 | 448,364 | 6.0 | 465,691 |
| Programmer/Analyst III (SQL/UNX) | 0835 A | 3.0 | 234,742 | 3.0 | 242,321 |
| Programmer/Analyst III (Oracle) | 0835 A | 3.0 | 207,763 | 5.0 | 376,430 |
| Tech Support Spec III (UNIX/NTWK) | 0135 A | 11.0 | 816,804 | 11.0 | 852,998 |
| Tech Support Spec III (UNIX/NTWK) | 0335 A | - |  | 2.0 | 146,083 |
| Tech Support Spec III (UNIX/NTWK) | 0035 A | - | - | 1.0 | 79,981 |
| Tech Support Spec III (DOS/MVS) | 0135 A | 1.0 | 62,072 | 1.0 | 66,970 |
| Programmer/Analyst III (SQL/UNX) | 0135 A | 1.0 | 79,603 | 1.0 | 81,942 |
| Chief Data Operations | 0133 A | 1.0 | 64,655 | 1.0 | 66,595 |
| Chief Data Operations | 0333 A | - | - | 1.0 | 76,655 |
| Tech Support Specialist II (UNIX/NTWK) | 0332 A | 3.0 | 196,032 | 7.0 | 499,206 |
| Tech Support Specialist II (DOS/MVS) | 0332 A | 1.0 | 70,560 | 2.0 | 128,834 |
| Tech Support Specialist II OS 400 NT | 0332 A | - | - | 3.0 | 203,900 |
| Programmer Analyst II (SQL/UNIX) | 0332 A | 4.0 | 273,094 | 9.0 | 642,660 |
| Programmer Analyst II (COBAL/CIC) | 0332 A | 5.0 | 346,412 | 8.0 | 572,878 |
| Programmer Analyst II (COBAL) | 0332 A | 1.0 | 66,717 | 1.0 | 68,643 |
| Programmer/Analyst II (ADABAS/NAT) | 0332 A | 2.0 | 131,329 | 2.0 | 136,194 |
| Tech Support II | 0332 A | - | - | 2.0 | 139,615 |
| Tech Support Spec II (UNIX/NTWK) | 0132 A | 5.0 | 292,807 | 8.0 | 468,207 |
| Programmer/Analyst II (ORACLE) | 0132 A | 3.0 | 186,550 | 3.0 | 194,252 |
| Programmer/Analyst II (ORACLE) | 0A32 A | - | - | 2.0 | 129,105 |
| Programmer/Analyst II (ORACLE) | 0332 A | - | - | 1.0 | 71,406 |
| Programmer/Analyst II (SQL/UNIX) | 0132 A | 1.0 | 69,611 | 1.0 | 71,653 |
| Programmer/Analyst II (SQL/UNIX) | 0A32 A | - | - | 3.0 | 236,766 |

## Department of Administration Internal Service Programs

## Information Technology Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Supervising Geographic Info System Spec | 0132 A | - | - | 1.0 | 66,952 |
| Supervisor Child Protective Invest | 0A31 A | - | - | 1.0 | 71,833 |
| Principal Programmer/Analyst (OIP) | 0331 A | 1.0 | 70,477 | 1.0 | 72,502 |
| Programming Services Officer | 0131 A | 1.0 | 57,631 | 1.0 | 61,617 |
| Network Tech. Technician Spec. (OIP) | 0130 A | 0.6 | 36,400 | 0.6 | 36,947 |
| Principal System Analyst | 0329 A | - | - | 1.0 | 62,799 |
| Principal System Analyst | 0B29 A | - |  | 3.0 | 195,722 |
| Principal Environmental Planner | 0329A | - |  | 1.0 | 65,379 |
| Programmer/Analyst I | 0028 A | - |  | 2.0 | 110,732 |
| Geographic Information System Spec II | 0028 A | - | - | 2.0 | 117,603 |
| Supervisor Computer Operations | 0328 A | - | - | 1.0 | 54,325 |
| Tech Support Specialist I (DOS/MVS) | 0328 A | 1.0 | 57,635 | 1.0 | 61,669 |
| Tech Support Specialist I (UNIX/NTWK) | 0328 A | 1.0 | 52,742 | 3.0 | 184,178 |
| Tech Support Specialist I (UNIX/NTWK) | 0128 A | 1.0 | 51,415 | 3.0 | 147,633 |
| Programmer/Analyst I (COBAL/CICS) | 0328 A | 4.0 | 226,828 | 7.0 | 419,926 |
| Programmer/Analyst I (SQL/UNIX) | 0328 A | 3.0 | 165,480 | 10.0 | 569,366 |
| Programmer/Analyst I (Oracle) | 0328 A | - | - | 1.0 | 59,259 |
| System Support Tech I (UN) | 0328 A | - | - | 1.0 | 62,085 |
| Programmer/Analyst I (Oracle) | 0028 A | - | - | 5.0 | 262,029 |
| Programmer/Analyst I | 0028 A | - | - | 1.0 | 52,153 |
| Tech Support Spec I | 0028 A | - | - | 3.0 | 186,057 |
| Asst Supervisor Computer Operations | 0327 A | - | - | 1.0 | 55,065 |
| Principal Programmer/Analyst (OIP) | 0324 A | 2.0 | 101,389 | 2.0 | 105,157 |
| Assoc Supervisor Sanitary Engineer | 0324 A | - | - | 1.0 | 78,113 |
| Sr Info \& Public Relations Specialist | 0324 A | - | - | 1.0 | 53,692 |
| Systems Aanlyst | 0324 A | - | - | 1.0 | 52,579 |
| System Support Tech III | 0324 A | - | - | 2.0 | 103,009 |
| Computer Programmer | 0324 A | - | - | 1.0 | 55,065 |
| Senior Computer Operator (OIP) | 0322 A | 4.2 | 175,969 | 4.2 | 183,139 |
| Systems Support Technician II | 0321 A | - | - | 11.0 | 485,070 |
| Jr. Electronic Computer Programmer | 0320 A | - | - | 1.0 | 45,443 |
| Information Services Tech II | 0320 A | 1.0 | 35,715 | 1.0 | 36,616 |
| Systems Analyst Trainee | 0319 A | - | - | 2.0 | 89,701 |
| Systems Support Technician I | 0318 A | - | - | 5.0 | 240,298 |
| Tech Support Spec I (TELECOM) | 0318 A | - | - | 1.0 | 56,565 |
| Computer Operator (OIP) | 0316 A | 3.0 | 105,217 | 3.0 | 111,284 |
| Information Services Technician I | 0316 A | 2.0 | 76,439 | 2.0 | 79,717 |
| Data Control Clerk | 0315 A | 1.0 | 38,905 | 1.0 | 40,072 |

## Department of Administration

 Internal Service Programs| Information Technology Internal Service Fund |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FY 2006 |  | FY 2007 |  |
|  | Grade | FTE | Cost | FTE | Cost |
| Clerk Typist | 0307 A | 1.0 | 31,724 | 1.0 | 32,675 |
| Subtotal |  | 106.8 | \$7,465,352 | 204.8 | \$13,674,051 |
| Overtime |  |  | 178,250 |  | 185,500 |
| Turnover |  |  | $(56,109)$ |  | $(473,825)$ |
| Cost Allocation from Central Management |  |  | 28,441 | (6) | 22,996 (6) |
| Total Salaries |  | 106.8 | \$7,615,934 | 204.8 | \$13,408,722 |
| Benefits |  |  |  |  |  |
| Retirement |  |  | 1,271,101 |  | 2,751,899 |
| Medical |  |  | 1,022,138 |  | 2,262,599 |
| Medical Benefits Salary Disbursement |  |  | 26,223 |  | 30,030 |
| FICA |  |  | 579,116 |  | 1,019,557 |
| Holiday Pay |  |  | 25,230 |  | 26,120 |
| Payroll Accrual |  |  | 38,220 |  | 69,283 |
| Total Salaries and Benefits |  | 106.8 | \$10,577,962 | 204.8 | \$19,568,210 |
| Cost Per FTE Position |  |  | 99,045 |  | 95,548 |
| Statewide Benefit Assessment |  |  | 282,633 |  | 502,482 |
| Retroactive Payment |  |  | 13,818 |  | - |
| Payroll Costs |  | 106.8 | \$10,874,413 | 204.8 | \$20,070,692 |
| Purchased Services |  |  |  |  |  |
| Buildings and Ground Maintenance |  |  | 20,000 | (60) | 20,000 (60) |
| Management/Audit Services |  |  | 482,356 | (61) | 317,400 (61) |
| Special Clerical Services |  |  | 26,934 | (62) | 26,934 ${ }^{(62)}$ |
| Total |  |  | \$529,290 |  | \$364,334 |
| Total Personnel |  | 106.8 | \$11,403,703 | 204.8 | \$20,435,026 |
| Distribution by Source of Funds |  |  |  |  |  |
| Internal Service Funds |  | 106.8 | 11,403,703 | 204.8 | 20,435,026 |
| Total: All Funds |  | 106.8 | \$11,403,703 | 204.8 | \$20,435,026 |

## Department of Administration Internal Service Programs

## Telecommunications Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Technical Support Mgr (UNIX/NTWRK) | 0138 A | 1.0 | 80,766 | 1.0 | 83,088 |
| Technical Support Spec. I (Telecomm) | 0328 A | 1.0 | 44,718 | 1.0 | 46,060 |
| Technical Support Spec. I (Telecomm) | 0128 A | 2.0 | 112,558 | 2.0 | 118,518 |
| Chief Implementation Aide | 0828 A | 1.0 | 61,605 | 1.0 | 63,433 |
| Information Services Tech II | 0320 A | 1.0 | 42,170 | 1.0 | 42,972 |
| Information Services Tech I | 0316 A | 1.0 | 39,001 | 1.0 | 40,171 |
| Customer Service Specialist I | 0315 A | 1.0 | 29,790 | 1.0 | 30,684 |
| Subtotal |  | 8.0 | 410,608 | 8.0 | 424,926 |
| Overtime |  |  | 13,000 |  | 11,700 |
| Turnover |  |  | $(10,564)$ |  | 0 |
| Total Salaries |  | 8.0 | \$413,044 | 8.0 | \$436,626 |

## Benefits

| Retirement |  | 68,367 |  | 88,431 |
| :---: | :---: | :---: | :---: | :---: |
| Medical |  | 71,751 |  | 90,757 |
| Medical Benefits Salary Disbursement |  | 2,002 |  | 2,002 |
| FICA |  | 31,635 |  | 33,402 |
| Holiday Pay |  | 478 |  | - |
| Payroll Accrual |  | 2,057 |  | 2,227 |
| Total Salaries and Benefits | 8.0 | \$589,334 | 8.0 | \$653,445 |
| Cost Per FTE Position |  | 73,667 |  | 81,681 |
| Statewide Benefit Assessment |  | 15,202 |  | 16,147 |
| Total Personnel | 8.0 | \$604,536 | 8.0 | \$669,592 |
| Distribution by Source of Funds |  |  |  |  |
| Internal Service Funds | 8.0 | 604,536 | 8.0 | 669,592 |
| Total: All Funds | 8.0 | \$604,536 | 8.0 | \$669,592 |

## Department of Administration Internal Service Programs

## Central Mail Internal Service Fund

|  | Grade | FY 2006 |  |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost |  | FTE | Cost |
| Classified |  |  |  |  |  |  |
| Technical Support Manager (DOAS/MVS) | 0138 A | 1.0 | 81,742 |  | 1.0 | 82,968 |
| Tech Support Spec III (UNIX/NTWK) | 0135 A | 1.0 | 61,902 |  | 1.0 | 66,700 |
| Assistant Supervisor, Computer Ops. | 0827 A | - | - |  | 1.0 | 57,210 |
| Supervisor, Central Mail Services (DOA) | 0816 A | - | - |  | 1.0 | 40,563 |
| Computer Operator (OIP) | 0316 A | 1.0 | 33,487 |  | 2.0 | 71,665 |
| Customer Service Specialist I | 0315 A | 1.0 | 39,124 |  | 1.0 | 40,291 |
| Tab Equipment Operator | 0313 A | - | - |  | 1.0 | 38,264 |
| Junior Computer Operator (OIP) | 0313 A | - | - |  | 1.0 | 36,670 |
| Clerk | 0307 A | 1.0 | 26,365 |  | 1.0 | 27,517 |
| Subtotal |  | 5.0 | \$242,620 |  | 10.0 | \$461,848 |
| Overtime |  |  | 25,000 |  |  | 22,500 |
| Cost Allocation from Information Technology |  |  | 99,455 | (45) |  | - |
| Total Salaries |  | 5.0 | \$367,075 |  | 10.0 | \$484,348 |
| Benefits |  |  |  |  |  |  |
| Retirement |  |  | 58,461 |  |  | 96,116 |
| Medical |  |  | 72,210 |  |  | 110,112 |
| FICA |  |  | 28,247 |  |  | 35,331 |
| Holiday Pay |  |  | 2,175 |  |  | 2,175 |
| Payroll Accrual |  |  | 1,758 |  |  | 2,421 |
| Total Salaries and Benefits |  | 5.0 | \$529,926 |  | 10.0 | \$730,503 |
| Cost Per FTE Position |  |  | 105,985 |  |  | 73,050 |
| Statewide Benefit Assessment |  |  | 12,999 |  |  | 17,550 |
| Retroactive Pay |  |  | 724 |  |  | - |
| Payroll Costs |  | 5.0 | \$543,649 |  | 10.0 | \$748,053 |
| Purchased Services |  |  |  |  |  |  |
| Miscellaneous Special Services |  |  | 370,000 | (63) |  | 370,000 |
| Total |  |  | \$370,000 |  |  | \$370,000 |

## Department of Administration <br> Internal Service Programs

Central Mail Internal Service Fund

Total Personnel

Distribution by Source of Funds
Internal Service Funds

Total: All Funds

$5.0 \quad 913,649 \quad 10.0 \quad 1,118,053$
$5.0 \quad \$ 913,649$
$10.0 \quad \$ 1,118,053$

## Department of Administration Internal Service Programs

Capitol Police Internal Service Fund


## Department of Administration Internal Service Programs

## Facilities Management Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Associate Director I (MHRH) | 0142 A | - | - | 1.0 | 103,381 |
| Assistant Director for Special Projects | 0141 A | - | - | 1.0 | 100,696 |
| Hospital Administator | 0139 A | - | - | 1.0 | 95,021 |
| Administrator II | 0138 A | - | - | 1.0 | 75,765 |
| Administrator of Program Mgmt | 0135 A | - | - | 1.0 | 75,051 |
| Coordinator Employ \& Train Programs | 0135 A | - | - | 1.0 | 67,529 |
| Employment \& Training Specialist | 0135 A | - | - | 1.0 | 66,729 |
| Associate Administrator | 0134 A | - | - | 1.0 | 72,418 |
| Principal Sanitary Engineer | 0333 A | - | - | 1.0 | 76,112 |
| State Building and Grounds Officer | 0132 A | - | - | 1.0 | 63,586 |
| Supervisor of Office Services | 0131 A | - | - | 1.0 | 67,931 |
| Chief Central Power Plant Operator | 0130 A | - | - | 1.0 | 66,270 |
| Assoc Admstr for Main \& Plant Operations | 0130 A | - | - | 1.0 | 68,179 |
| Chief of Admistrative Services | 0330 A | - | - | 1.0 | 69,364 |
| Environmental Scientist | 0326 A | - | - | 1.0 | 55,929 |
| Chief of Elec General \& Elec Dist | 0326 A | - | - | 1.0 | 55,731 |
| Chief Power Plant Operator | 0325 A | - | - | 1.0 | 53,253 |
| Asst Building \& Grounds Officer | 0824 A | - | - | 1.0 | 46,203 |
| WWTF Process Monitor II | 3124 A | - | - | 1.0 | 52,752 |
| Asst Building \& Grounds Officer | 0324 A | - | - | 2.0 | 99,102 |
| Coord of Maintenance Programs | 0324 A | - | - | 2.0 | 109,186 |
| Supervisor Painting, Plast, Mason, Glzg | 0323 A | - | - | 1.0 | 51,496 |
| Supervisor, Plumbing, Heating \& Ventilatior | 0322 A | - | - | 1.0 | 48,520 |
| Maintenance Superintendent | 0322 A | - | - | 3.0 | 141,396 |
| Maintenance Superintendent | 0122 A | - | - | 1.0 | 36,062 |
| WWTF Process Monitor I | 3121 A | - | - | 1.0 | 46,880 |
| Chief Heating Plant Operator | 0320 A | - | - | 1.0 | 48,764 |
| Building Maintenance Supervisor | 0320 A | - | - | 1.0 | 42,701 |
| Electrician Supervisor | 0320 A | - | - | 1.0 | 40,084 |
| Plumbing Supervisor | 0320 A | - | - | 2.0 | 78,346 |
| Power Plant Operator | 0318 G | - | - | 4.0 | 159,024 |
| Painting Supervisor | 0318 G | - | - | 2.0 | 82,150 |
| Mason Supervisor | 3118 G | - | - | 1.0 | 40,043 |
| Building Maintenance Supervisor | 0318 G | - | - | 1.0 | 35,797 |
| Carpentry Supervisor | 0318 G | - | - | 1.0 | 42,254 |
| Mason Supervisor | 0318 G | - | - | 1.0 | 42,254 |

## Department of Administration Internal Service Programs

## Facilities Management Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Automotive Service Supervisor | 0318 G | - | - | 1.0 | 41,374 |
| Building Superintendent | 0318 A | - | - | 3.0 | 107,891 |
| Power Plant Operator | 0318 A | - | - | 1.0 | 37,560 |
| Executive Assistant | 0118 A | - | - | 1.0 | 43,730 |
| Prop Control \& Supply Officer | 0317 A | - | - | 1.0 | 41,562 |
| Assistant Carpenter Supervisor | 0317 A | - | - | 1.0 | 41,249 |
| Building Systems Technician | 0317 A | - | - | 1.0 | 41,249 |
| Senior Fireperson (H.P.) | 0316 G | - | - | 5.0 | 217,258 |
| Electrician | 0316 G | - | - | 4.0 | 137,682 |
| Plumber | 0316 G | - | - | 2.0 | 66,611 |
| Refrigeration Mechanic | 0316 A | - | - | 1.0 | 35,898 |
| Chief Clerk | 0B16 A | - | - | 1.0 | 43,851 |
| Principal Janitor | 0315 A | - | - | 1.0 | 36,418 |
| Locksmith | 0315 A | - | - | 1.0 | 35,063 |
| Carpenter | 0314 G | - | - | 6.0 | 219,725 |
| Fiscal Clerk | 0314 A | - | - | 1.0 | 31,695 |
| Community Maint Tech Envir Svs | 0314 G | - | - | 3.0 | 114,721 |
| Painter | 0314 G | - | - | 8.0 | 283,526 |
| Mason | 0314 G | - | - | 1.0 | 34,416 |
| Sr. Maintenance Technician | 0314 G | - | - | 19.0 | 715,683 |
| Steamfitter | 0314 G | - | - | 2.0 | 65,846 |
| Mechanical Parts Storekeeper | 0313 A | - | - | 1.0 | 36,174 |
| Sr. Word Processing Typist | 0312 A | - | - | 1.0 | 34,544 |
| Senior Janitor | 0312 A | - | - | 1.0 | 34,614 |
| Public Properties Officer | 0312 A | - | - | 1.0 | 45,852 |
| Semi-skilled Laborer | 0310 A | - | - | 3.0 | 101,429 |
| Maintenance Technician | 0310 A | - | - | 2.0 | 55,056 |
| Janitor | 0309 A | - | - | 2.5 | 89,890 |
| Laboratory Technician | 0309 A | - | - | 0.5 | 14,808 |
| Cooks Helper | 3109 A | - | - | 1.0 | 28,793 |
| Laborer | 0308 G | - | - | 1.0 | 26,759 |
| Cleaner/Public Bldgs | 0301 W | - | - | 1.0 | 17,450 |
| Subtotal |  | - | - | 124.0 | \$5,354,336 |
| Total Salaries |  | - | - | 124.0 | \$5,354,336 |

## Department of Administration <br> Internal Service Programs

## Facilities Management Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Benefits |  |  |  |  |  |
| Retirement |  |  | - |  | 1,114,298 |
| Medical |  |  | - |  | 1,710,521 |
| FICA |  |  | - |  | 409,607 |
| Payroll Accrual |  |  | - |  | 23,3506 |

## Department of Administration Internal Service Programs

Human Resources Service Centers Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Classified |  |  |  |  |  |
| Associate Director II (MHRH) | 0144 A | - | - | 1.0 | 106,007 |
| Associate Director (DHS) | 0143 A | - | - | 1.0 | 104,722 |
| HR Administrator | 0141 A | - | - | 2.0 | 169,837 |
| Associate Dirrector HR (Corrections) | 0141 A | - | - | 1.0 | 98,911 |
| Assistant Director of Health (HR) | 0140 A | - | - | 1.0 | 91,871 |
| Chief Dept Development Officer | 0139 A | - | - | 1.0 | 86,988 |
| Chief of Human Resources | 0138 A | - | - | 1.0 | 84,268 |
| Human Resources Coordinator | 0135 A | - | - | 6.0 | 458,566 |
| Manager Workers' Comp Prog Adm | 0134 A | - | - | 1.0 | 74,224 |
| Human Resources Analyst III (General) | 0133 A | - | - | 4.0 | 272,860 |
| Sr. Public Health Promo Special | 0133 A | - | - | 2.0 | 115,306 |
| Chief Employee Relations Officer | 0130 A | - | - | 2.0 | 122,908 |
| HR Analyst II (General) | 0129 A | - | - | 4.0 | 218,369 |
| HR Analyst II (Class \& Org) | 0129 A | - | - | 1.0 | 52,474 |
| HR Analyst II | 0129 A | - | - | 5.0 | 276,703 |
| Supervisor Employee Relations Officer | 0128 A | - | - | 4.0 | 222,646 |
| HR Analyst I | 0126 A | - | - | 8.0 | 387,371 |
| Employment \& Training Manager | 0126 A | - | - | 1.0 | 53,684 |
| Administration Officer | 0124 A | - | - | 1.0 | 47,884 |
| Sr Comm Assistant Specialist | 0123 A | - | - | 1.0 | 37,183 |
| Implementation Aide | 0322 A | - | - | 1.0 | 41,463 |
| Implementation Aide | 0122 A | - | - | 4.0 | 179,787 |
| Human Resources Technician | 0122 A | - | - | 10.0 | 427,657 |
| Employee Relations Officer | 0122 A | - | - | 2.0 | 81,974 |
| Supervising Preaudit Clerk | 0321 A | - | - | 2.0 | 76,028 |
| Asst Administrative Officer | 0121 A | - | - | 1.0 | 44,620 |
| Data Entry Unit Supervisor | 0B21 A | - | - | 1.0 | 44,282 |
| Personnel Aide | 0319 A | - | - | 2.0 | 75,592 |
| Personnel Aide | 0119 A | - | - | 9.0 | 352,503 |
| Junior Resource Specialist | 0119 A | - | - | 5.0 | 162,825 |
| Payroll Office Supervisor | 0317 A | - | - | 1.0 | 37,013 |
| Chief Clerk | 0B16 A | - | - | 1.0 | 37,872 |
| Executive Assistant | 0118 A | - | - | 1.0 | 31,398 |
| Executive Assistant (MHRH) | 0118 A | - | - | 1.0 | 40,164 |

## Department of Administration Internal Service Programs

## Human Resources Service Centers Internal Service Fund

|  |  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Grade | FTE | Cost | FTE | Cost |
| Billing Specialist (DOT) | 3418 A | - | - | 2.0 | 75,934 |
| Information Aide | 0315 A | - | - | 1.0 | 35,126 |
| Data Control Clerk | 0315 A | - | - | 1.0 | 35,763 |
| Sr. Telephone Operator | 0B13 A | - | - | 1.0 | 34,459 |
| Fiscal Clerk | 0314 A | - | - | 2.0 | 66,569 |
| Senior Reconciliation Clerk | 0314 A | - | - | 1.0 | 33,650 |
| Principal Preaudit Clerk | 0314 A | - | - | 1.0 | 29,261 |
| Senior Word Processing Typist | 0312 A | - | - | 7.0 | 223,115 |
| Senior Word Processing Typist | 0112 A | - | - | 2.0 | 54,338 |
| Word Processing Typist | 0310 A | - | - | 1.0 | 28,138 |
| Cooks Helper | 0309 A | - | - | 1.0 | 27,128 |
| Subtotal |  | - | - | 109.0 | \$5,359,441 |


| Unclassified |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Supervising Employee Relations Officer | 0828 A | - | - | 1.0 | 58,360 |
| Senior Administrative Aide | 4317 A | - | - | 1.0 | 39,704 |
| Subtotal |  | - | - | 2.0 | \$98,064 |
| Turnover |  | - | - | - | $(30,559)$ |
| Total Salaries |  | - | - | 111.0 | \$5,426,946 |
| Benefits |  | - | - |  |  |
| Retirement |  | - | - |  | 1,129,408 |
| Medical |  | - | - |  | 1,513,063 |
| FICA |  | - | - |  | 415,162 |
| Payroll Accrual |  | - | - |  | 28,444 |
| Total Salaries and Benefits |  | - | - | 111.0 | \$8,513,023 |
| Cost Per FTE Position |  | - | - |  | 76,694 |
| Statewide Benefit Assessment |  | - | - |  | 206,224 |
| Total Personnel |  | - | - | 111.0 | \$8,719,247 |

## Department of Administration <br> Internal Service Programs

Human Resources Service Centers Internal Service Fund

|  | Grade | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | FTE | Cost | FTE | Cost |
| Distribution by Source of Funds |  | - | - |  |  |
| Internal Service Funds |  | - | - | 111.0 | 8,719,247 |
| Total: All Funds |  | - | - | 111.0 | \$8,719,247 |

## Department of Administration Reduction in Force Savings

## Classified

Salaries - Classified

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
| Grade | FTE | Cost | FTE | Cost |

Salaries - Classified
Salaries - Unclassified
-
$(12,708,424)$
Salareis - Non-Classified
$(5,552,524)$
(3,650,262)

Overtime

$$
\begin{array}{lllll}
\text { Total Salaries } & 0.0 & \$ 0 & 0.0 & (\$ 21,911,210)
\end{array}
$$

Benefits
Retirement
Medical
$(4,921,474)$
Medical Benefits Salary Disbursement
FICA
-
Other

Holiday Pay
Payroll Accrual
Total Salaries and Benefits
0.0
\$0
$0.0 \quad(\$ 32,172,512)$

Statewide Benefit Assessment

Payroll Costs
\$0
(\$32,172,512)

Total Personnel
0.0
\$0
$0.0 \quad(\$ 32,172,512)$
Distribution by Source of Funds
General Revenue
Federal Funds
Restricted Receipts
Other Funds
Internal Service Funds

Total: All Funds
0.0
\$0
$0.0 \quad(\$ 32,172,512)$

## Department of Administration Shut Down Days Savings

## Classified

Salaries - Classified

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
| Grade | FTE | Cost | FTE | Cost |

Salaries - Unclassified
(3,222,346)
Salaries - Non-Classified
Overtime

## Total Salaries

0.0
\$0
$0.0 \quad(\$ 5,429,498)$

## Benefits

Retirement -
Medical
Medical Benefits Salary Disbursement 12,111

FICA
Other

Holiday Pay
Payroll Accrual

Statewide Benefit Assessment
Payroll Costs
\$0
(\$6,709,769)
Total Personnel
0.0
\$0
0.0
(\$6,709,769)
Distribution by Source of Funds

| General Revenue | - |
| :--- | :--- |
| Federal Funds | - |
| Restricted Receipts | - |
| Other Funds | - |
| Internal Service Funds |  |

Federal Funds
$(1,192,795)$
$(309,971)$
Other Funds
$(1,400,092)$
$(235,964)$
Total: All Funds
0.0
\$0
$0.0 \quad(\$ 6,709,769)$

## Department of Administration Longevity Savings

## Classified

Salaries - Classified

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
| Grade | FTE | Cost | FTE | Cost |

Salaries - Unclassified

- 

$(1,977,053)$

Overtime

> Total Salaries

Benefits

| Retirement | - | $(550,381)$ |
| :--- | :---: | ---: |
| Medical | - | 7,436 |
| Medical Benefits Salary Disbursement | - | - |
| FICA | - | $(199,550)$ |
| Other | - | - |
|  | - | $(30,701)$ |
| Holiday Pay | - | $(17,203)$ |

Total Salaries and Benefits
0.0
$0.0 \quad(\$ 3,502,507)$

Statewide Benefit Assessment

| Payroll Costs | $\$ 0$ |  | $(\$ 3,502,507)$ |  |
| :---: | :---: | :---: | :---: | :---: |
| Total Personnel | $\mathbf{0 . 0}$ | $\mathbf{\$ 0}$ | $\mathbf{0 . 0}$ | $\mathbf{( \$ 3 , 5 0 2 , 5 0 7 )}$ |

Distribution by Source of Funds
General Revenue
Federal Funds
Restricted Receipts
Other Funds
Internal Service Funds
$(145,951)$
0.0
\$0
$0.0 \quad(\$ 3,502,507)$

## Department of Administration Limited Service Position Savings

## Classified

Salaries - Classified

|  | FY 2006 |  | FY 2007 |  |
| :---: | :---: | :---: | :---: | :---: |
| Grade | FTE | Cost | FTE | Cost |

Salaries - Unclassified

Total Salaries
Benefits
Retirement
Medical
Medical Benefits Salary Disbursement
FICA
0.0
\$0
0.0 \$10,335,222

Other

Holiday Pay
Payroll Accrual

## Total Salaries and Benefits

Statewide Benefit Assessment

Payroll Costs

Total Personnel

Purchased Services
Contractual Services
0.0
\$0
0.0 \$11,125,866

Total: All Funds
0.0
\$0
$0.0 \$ 11,125,866$
\$11,125,866
(\$12,092,210)
(\$966,344)
Distribution by Source of Funds
General Revenue
Federal Funds
Restricted Receipts
Other Funds
Internal Service Funds
Total: All Funds
0.0
\$0

## Department of Administration Medical Benefit Insurance Savings

## Classified

Salaries - Classified
Salaries - Unclassified

Overtime
Total Salaries

Benefits
Retirement
Medical
Medical Ben
FICA
Other
Holiday Pay

Payroll Accrual

$$
\begin{array}{lllll}
\text { Total Salaries and Benefits } & 0.0 & \$ 0 & 0.0 & (\$ 7,038,248)
\end{array}
$$

Statewide Benefit Assessment
Payroll Costs
Total Personnel

Distribution by Source of Funds
General Revenue
Federal Funds

