

Personnel Function Report (SB886)

Comprehensive Executive Summary

In response to Senate Bill 886, ratified on August 27, 1997 by the North Carolina General Assembly and thereafter signed into law by the Governor, the State Personnel Commission is required to report on certain personnel functions to the Joint Legislative Commission on Governmental Operations.

1. Workforce Representation:

The State of North Carolina is reporting 88,917 full-time, permanent SPA employees as of December 31, 2006. This represents an increase of 2,413 employees from 2005. Employee increases were experienced in both the agency and university systems.

| <u>Workforce</u> | White Males | White Females | Black Males | Black Females | Other Minority Males | Other Minority Females | TOTAL |
|----------------------------|------------------------|------------------------|------------------------|------------------------|-----------------------|------------------------|--------------|
| Agency | 26,383 39.0% | 18,457 27.3% | 8,431 12.5% | 12,016 17.8% | 1,429* 2.1% | 951* 1.4% | 67,667 |
| University | 5,911 27.8% | 8,096 38.1% | 2,111 9.9% | 3,915 18.4% | 466* 2.2% | 751* 3.5% | 21,250 |
| TOTAL | 32,294 36.3% | 26,553 29.9% | 10,542 11.9% | 15,931 17.9% | 1,895* 2.1% | 1,702* 1.9% | 88,917 |
| <i>Previous Total-2005</i> | 31,546 36.5% | 26,157 30.2% | 10,279 11.9% | 15,141 17.5% | 1,767* 2.0% | 1,614* 1.9% | 86,504 |

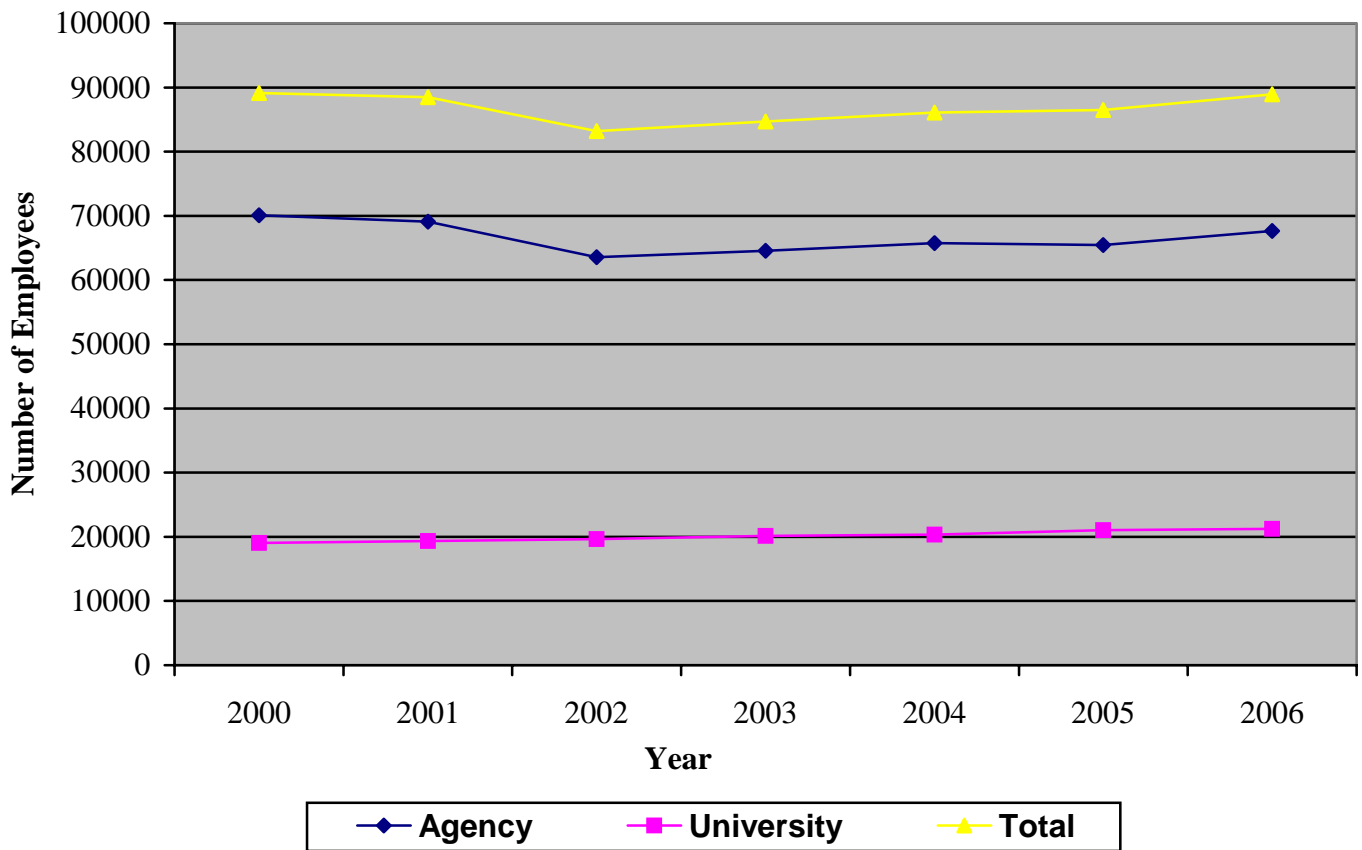
* Other minority males and females include Hispanic, American Indian and Asian employees. Specifically, these groups represent the following:

| <u>Other Minority Workforce</u> | Hispanic Males | Hispanic Females | Asian Males | Asian Females | American Indian Males | American Indian Females | TOTAL |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|-------------------------|--------------|
| Agency | 329 13.8% | 260 10.9% | 429 18.0% | 354 14.9% | 672 28.2% | 336 14.1% | 2,380 |
| University | 162 13.3% | 200 16.4% | 202 16.6% | 351 28.8% | 108 8.9% | 194 15.9% | 1,217 |
| TOTAL | 491 13.7% | 460 12.8% | 631 17.5% | 705 19.6% | 780 21.7% | 530 14.7% | 3,597 |

North Carolina State Government cabinet and council of state agencies employed 67,667 employees as of December 31, 2006. This accounts for 76% of the total 88,917 employees. North Carolina State Government universities employed 21,250 employees as of December 31, 2006. This accounts for 24% of the total 88,917 employees.

The following chart details the change in workforce representation since 2000. The chart reflects an increase in workforce representation until 2001. From December 31, 2001 to December 31, 2002 the agency and overall workforce decreased. This trend for agencies and overall totals reversed in 2003 as the workforce total increased for both. University workforce totals have increased consistently since 2000.

Workforce Representation (2000 - 2006)



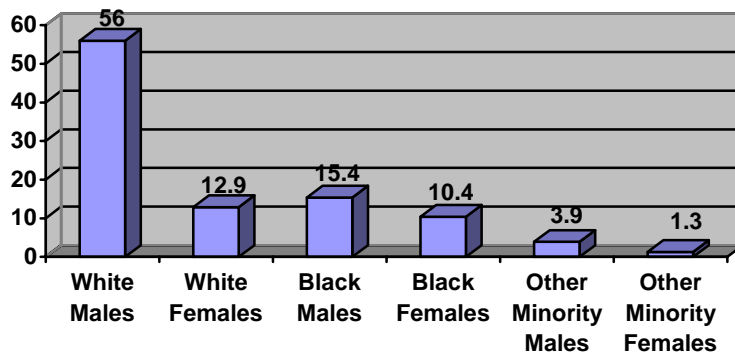
The workforce representation section of the complete report details the agency and university workforce by occupational category for three dates in time: 1) December 31, 2004, 2) December 31, 2005, and 3) December 31, 2006. This data includes individual race/gender groups.

2. Compensation Levels:

This section of the report analyzes salary distributions in 12 categories ranging from salary grades 50-54 through 85 and higher and non-graded and flat rate classifications. In North Carolina State government agencies, white males accounted for 51.3% (reduced from 54.3%) of the 80-84 salary grades and 56.7% (reduced from 57.0%) of the 85 and higher salary grades. By contrast, black males accounted for 5.8% (increased from 5.3%) of the 80-84 salary grades and 6.9% (decrease from 7.2%) of salary grades 85 and higher. The highest level of representation for black males, 23.3% (decreased from 23.7%) was in the lowest salary grades, 50-54. Also, black females accounted for 6.8% (increased from 6.3%) of the 80-84 salary grades and 5.4% (increased from 5.0%) of salary grades 85 and higher. The highest level of representation for black females was 35.4% in salary grades 50-54. The highest level of representation for Hispanic, American Indian, and Asian employees was 3.9% (reduced from 4.8%) in non-graded classes.

State agencies had 10,187 employees in non-graded classifications (75% male and 25% female).

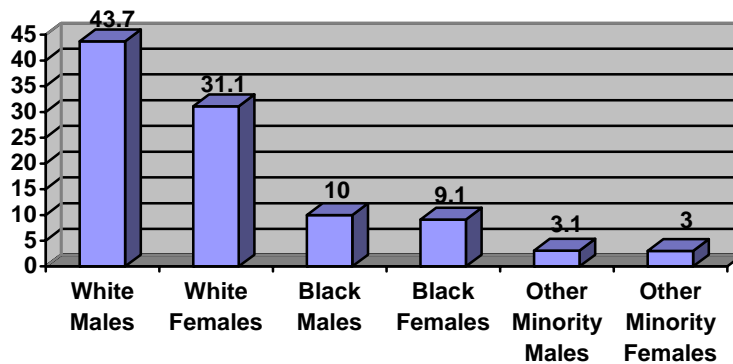
Employees in Non-Graded Classifications (Agency)



The university system is experiencing similar compensation trends. The highest level of black male (29.8%) (reduced from 30.7%) and black female (32.8%) (reduced from 34.0%) representation was in the lowest grades, 50-54. At salary grades 80-84, female employees comprised 64% of the employees (specifically 85 employees). Of the employees at salary grades 80-84, white females comprised 51%, black females comprised 12%, and other minority females comprised 1%.

The university system had 3,525 employees in non-graded classifications (57% male and 43% female).

Employees in Non-Graded Classifications (University)



3. Disciplinary Actions:

The State of North Carolina administered 3,593 disciplinary actions during calendar year 2006. This represents a decrease of 489 disciplinary actions over the 4,082 disciplinary actions administered in 2005. Seventy-nine percent (79%), or 2,826 of these actions were written warnings and 16%, or 564 of the actions were dismissals.

| <u>Discipline</u> | White Males | White Females | Black Males | Black Females | Other Minority Males | Other Minority Females | TOTAL |
|----------------------------|--------------|---------------|--------------|---------------|----------------------|------------------------|--------------|
| Agency | 867 28% | 632 21% | 750 24% | 747 24% | 58* 2% | 33* 1% | 3,087 |
| University | 99 20% | 156 31% | 108 21% | 117 23% | 12* 2% | 14* 3% | 506 |
| TOTAL | 966 27% | 788 22% | 858 24% | 864 24% | 70* 2% | 47* 1% | 3,593 |
| <i>Previous Total-2005</i> | 1,160 28% | 769 19% | 1,030 25% | 999 25% | 68* 2% | 56* 1% | 4,082 |

*Other minority males and females include Hispanic, Asian, and American Indian employees. Specifically, these groups represent the following:

| <u>Discipline</u> | Hispanic Males | Hispanic Females | Asian Males | Asian Females | American Indian Males | American Indian Females | TOTAL |
|-------------------|----------------|------------------|-------------|---------------|-----------------------|-------------------------|--------------|
| Agency | 21 23% | 19 21% | 9 10% | 7 8% | 28 31% | 7 8% | 91 |
| University | 8 31% | 12 46% | 3 11% | 2 8% | 1 4% | 0 0% | 26 |
| TOTAL | 29 25% | 31 26% | 12 10% | 9 8% | 29 25% | 7 6% | 117 |

The largest number of disciplinary actions, 966 (27%), occurred against white male employees. Black males and black females experienced a higher percentage of disciplinary actions as compared to their workforce representation rates. That is, black males constituted of 12.0% of the workforce, but had 24% (858) of all disciplinary actions taken against them and black females comprised 18% of the workforce, but received 24% (864) of all the disciplinary actions.

4. Grievances:

State government employees filed 575 grievances during calendar year 2006 (a total of 89 less grievances filed than in 2005). Of the 575 grievances filed in 2006, 134 (23%) were based on discrimination (decreased from 205 (35%)), 75 (13%) were based on policy violations (decreased from 130 (42%)), and 239 (42%) were based on disciplinary actions (decreased from 329 (27%)). Overall, black females filed the highest percentage of grievances, followed by white females.

Data entry errors from several agencies resulted in no distinct data for 127 (22%) of the grievances. The exclusion of this data impacts the demographic distribution of grievant data as well as information on the types of grievances filed.

| <u>Grievances</u> | White Males | White Females | Black Males | Black Females | Other Minority Males | Other Minority Females | Un-known | TOTAL |
|----------------------------|-------------|---------------|-------------|---------------|----------------------|------------------------|------------|--------------|
| Agency | 67 13% | 94 19% | 85 17% | 120 24% | 1* 0% | 3* 1% | 127 26% | 497 |
| University | 27 35% | 22 28% | 13 17% | 14 18% | 1* 1% | 1* 1% | 0 0% | 78 |
| TOTAL | 94 16% | 116 20% | 98 17% | 134 23% | 2* 0% | 4* 1% | 127 22% | 575 |
| <i>Previous Total-2005</i> | 143 22% | 146 22% | 150 23% | 209 31% | 9* 1% | 7* 1% | 0 0% | 664 |

* Other minority males and females include Hispanic, Asian, and American Indian employees. Specifically, these groups represent the following:

| <u>Grievance</u> | Hispanic Males | Hispanic Females | Asian Males | Asian Females | American Indian Males | American Indian Females | TOTAL |
|-------------------|----------------|------------------|-------------|---------------|-----------------------|-------------------------|--------------|
| Agency | 1 25% | 1 25% | 0 0% | 2 50% | 0 0% | 0 0% | 4 |
| University | 0 0% | 0 0% | 1 50% | 1 50% | 0 0% | 0 0% | 2 |
| TOTAL | 1 16.6% | 1 16.6% | 1 16.6% | 3 50% | 0 0% | 0 0% | 6 |

North Carolina State government agencies had 497 grievances filed against them during calendar year 2006. This represents 86% of the total grievances filed in 2006. North Carolina State universities had 78 grievances filed against them in 2006. This represents 14% of the total grievances for 2006.

5. Equivalencies:

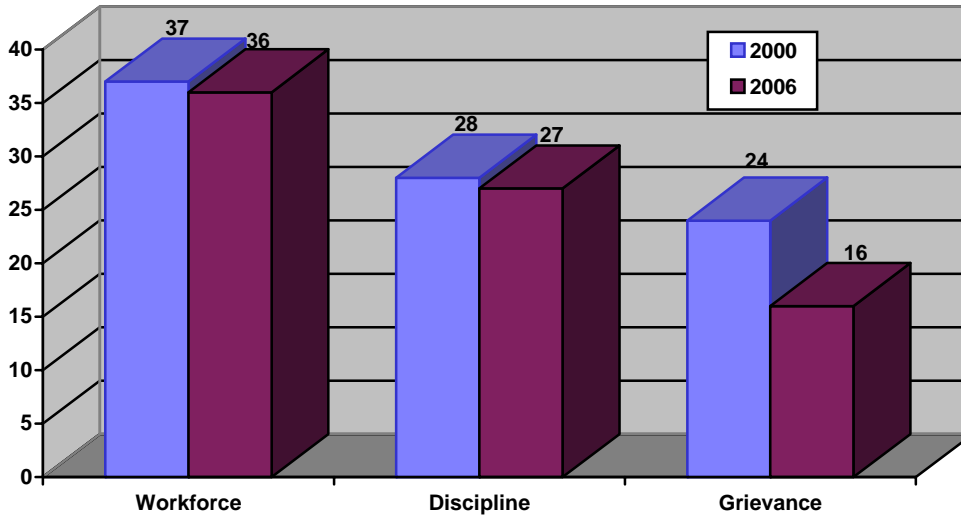
An equivalency is defined as any deviation from the required minimum training and experience, not including substitution of directly related education for experience, or directly related experience for education as stated on the class specification. For calendar year 2006, there were no instances that an agency or university used an equivalency.

6. Demographic Analysis:

This report reviews personnel functions in several areas. This section of the executive summary charts the percentage of disciplinary actions and grievances against the overall level of workforce representation in each demographic group in 2000 and 2006. Please note that other minority males and females are not included in this analysis due to their low overall representation rates (less than 2%). Significant trends related to other minority males and females are included in each previous section of the report.

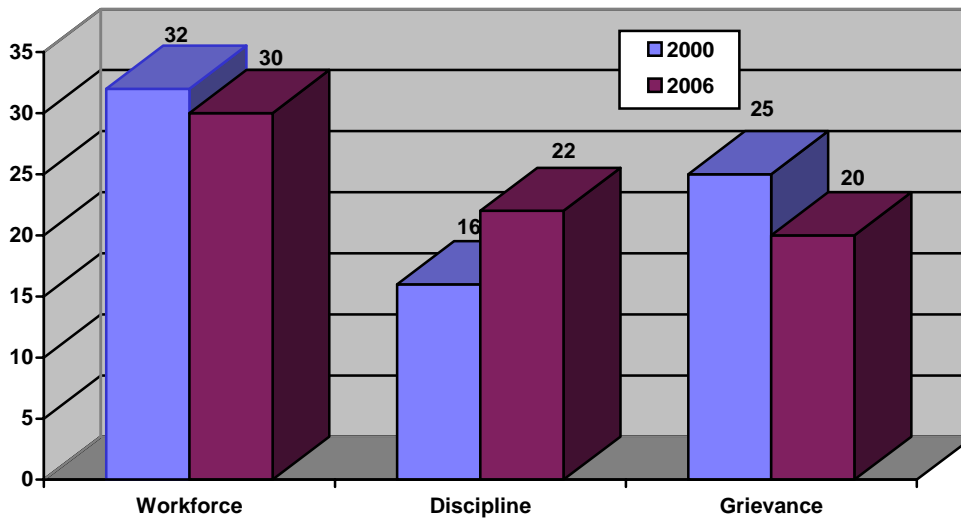
White Males - This analysis reveals that white male activity in the discipline and grievance areas were all lower than overall representation in both 2000 and 2006. White male employees consisted of 37% of the overall workforce representation in 2000 and 36% in 2006.

2000 versus 2006



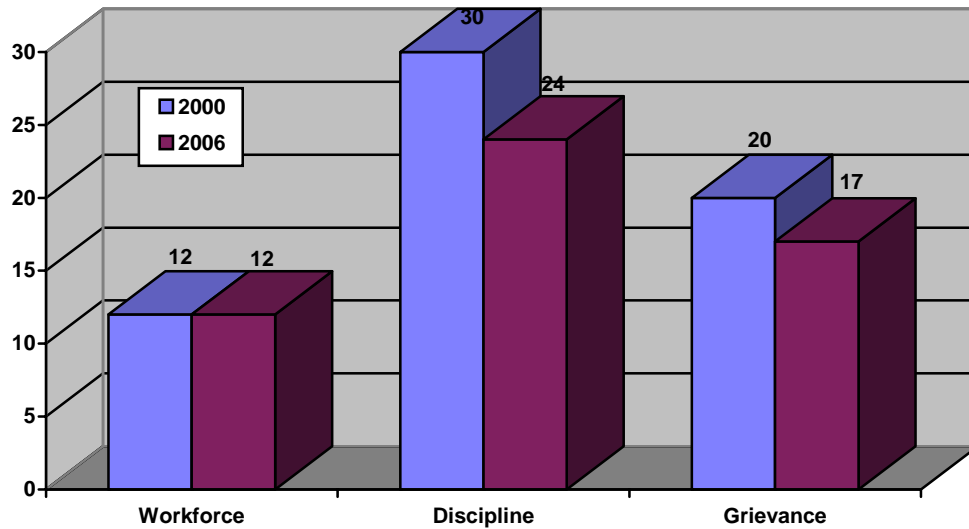
White Females – In 2006, white females received grievances and discipline activity at rates lower than workforce representation levels. White females increased their level of discipline, from 16% in 2000 to 22% in 2006 and decreased their level of grievances from 25% in 2000 to 20% in 2006.

2000 versus 2006



Black Males - The percentage of black male activity in the discipline and grievance areas exceeds their overall workforce representation levels during both 2000 and 2006. Black males composed 12% of the overall State workforce, which is unchanged from 2000. From 2000 to 2006, the level of discipline received by black males has decreased from 30% to 24%, although this still far exceeds their 12% representation level. Black males have decreased the percentage of grievances filed, from 20% in 2000 to 17% in 2006.

2000 versus 2006



Black Females – Black female employees represented 18% of the workforce representation in 2006, up slightly from 2000. Their level of discipline and grievance activity exceeded their workforce representation. In 2006, black females received 24% of all disciplinary action and filed 23% of all grievances.

2000 versus 2006

