

## ACTION PLAN

Submitted by agency?	No
Timeline assigned?	No
Responsibility assigned?	No

## State Personnel Office

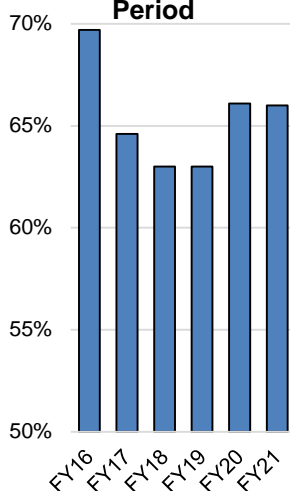
For years, the State Personnel Office (SPO) provided high-quality quarterly reports on the state workforce. However, for FY21, the agency significantly reduced the amount of information contained in the reports including time to fill positions by agency, turnover by agency, and number of salary increases awarded, among others. The removal of this information makes it more difficult to assess the challenges confronting agencies statewide. While still fulfilling the requirements of the Accountability in Government Act, the scaled down quarterly reporting seems to fit into a larger trend of reducing the scope of agency responsibility; in 2019, SPO began reversing human resource (HR) consolidation and stated it would no longer enter into agreements to provide HR services to small agencies and recommended these agencies partner with large agencies for these services instead.

While a number of the measures are explanatory, ratings were given based on performance relative to the prior year.

The statewide vacancy rate fell from 21.2 percent at the end of FY20 to 19.4 percent in the first quarter of FY21. The reduction was attributable to the Department of Finance and Administration directing agencies to remove positions that had been vacant for longer than two years from the roster of state employees. The imposition of a hiring freeze does not seem to have significantly increased the vacancy rate and overall state employment has fallen by approximately 180 employees, or 0.8 percent, between April 2020 and October, 2020.

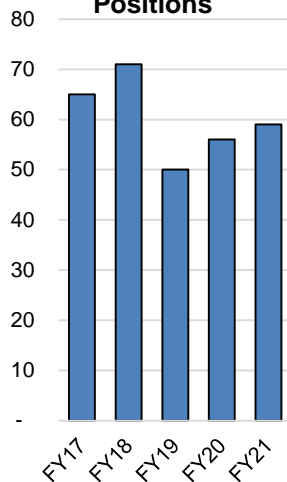
The time to fill vacant positions increased to 59 days and one-third of new employees do not complete their first year of state service. Increasing time to fill positions is concerning as many of the positions that are requested by agencies are critical in nature. Because reporting has been curtailed, the reason for the increase is not known. Additionally, the high rate of turnover for new employees hurts agency efficiency and effectiveness. While the rate of turnover is reported, there are no data on the reasons for the turnover.

**New Employees Completing One Year Probation Period**



Source: SPO

**Average Number of Days to Fill Vacant Positions**



Source: SPO

Budget: \$4,175.5	FTE: 46	FY19 Actual	FY20 Actual	FY21 Target	FY21 Q1	FY21 Q2	FY21 Q3	Rating
Classified service vacancy rate*		19%	21%	N/A	19%			Y
Average days to fill a position from the date of posting*		50	56	N/A	59			R
Average state classified employee compa-ratio		103%	103%	100%	104%			R
Average state classified employee new-hire compa-ratio*		99%	100%	N/A	98%			Y
New employees who complete their first year of state service*		63%	66%	N/A	66%			Y
Classified employees voluntarily leaving state service*		14%	12%	N/A	3.0%			
Classified employees involuntarily leaving state service*		1.2%	2%	N/A	0.4%			
Number of hires external to state government*		NEW	NEW	N/A	369			
<b>Program Rating</b>								R

\*Measure is classified as explanatory and does not have a target.