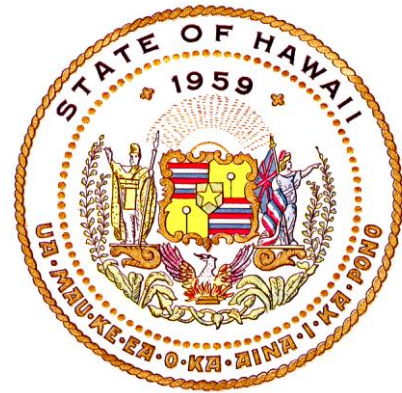


RYKER WADA
DIRECTOR

STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
235 S. BERETANIA STREET
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Attachment

State of Hawaii Executive Branch Workforce Profile



David Y. Ige
Governor
State of Hawaii

Department of Human Resources Development
Ryker Wada
Director

Submitted December 2020

Workforce Demographic Data
as of June 30, 2020

Executive Branch Workforce

Civil Service and Exempt Employees	1
Gender Distribution	2
Workforce Covered by Collective Bargaining	2
Age Distribution of Employees	3
Length of Service of Employees	3
Five-year Retirement Projection	4

Personnel System Administered by DHRD

Civil Service and Exempt Employees	5
Gender Distribution	5
Workforce Covered by Collective Bargaining	6
Age Distribution of Employees	7
Length of Service of Employees	7
Five-year Retirement Projection	8

Personnel System Administered by the Department of Education

Civil Service and Exempt Employees	9
Gender Distribution	9
Workforce Covered by Collective Bargaining	9
Age Distribution of Employees	10
Length of Service of Employees	10
Five-year Retirement Projection	11

Personnel System Administered by the University of Hawaii

Civil Service and Exempt Employees	12
Gender Distribution	12
Workforce Covered by Collective Bargaining	13
Age Distribution of Employees	14
Length of Service of Employees	14
Five-year Retirement Projection	15

Personnel System Administered by the Hawaii Health Systems Corporation

Civil Service and Exempt Employees	16
Gender Distribution	16
Workforce Covered by Collective Bargaining	16
Age Distribution of Employees	17
Length of Service of Employees	17
Five-year Retirement Projection	18

EXECUTIVE SUMMARY

Section 76-1.5, Hawaii Revised Statutes, requires the Department of Human Resources Development (DHRD) to compile a profile on the workforce of the entire Executive Branch. The analysis presented in this profile is based on data obtained from the Department of Education (DOE), University of Hawaii (UH), Hawaii Health Systems Corporation (HHSC), in addition to data maintained by DHRD.

The Executive Branch had 47,873 civil service and exempt employees as of June 30, 2020.¹ These employees provide a wide spectrum of vital services to the people of Hawaii, ranging from public education and welfare, to health and safety.

Inquiries regarding the analysis presented in this report may be directed to Ms. Sandra Tanaka, Human Resources Specialist of DHRD, at (808) 587-1032, Fax (808) 587-1088, or e-mail address sandra.s.tanaka@hawaii.gov.

¹ Casual hires were not included in this report.

EXECUTIVE BRANCH WORKFORCE

There are four independent personnel systems in the Executive Branch. They are:

1. The personnel system administered by DHRD, which includes employees in Executive Branch departments in civil service and exempt positions.
2. The DOE system, which includes civil service and exempt employees, employees who provide support services in the classrooms (e.g., educational assistants, speech pathologists, etc.), and teachers and educational officers.
3. The University of Hawaii (UH) system, administered by the Board of Regents, which includes faculty; graduate assistants; lecturers; administrative, professional, and technical staff; and executive/managerial employees. UH's civil service employees are included in the UH personnel data system but are employed pursuant to DHRD policies, procedures, and oversight.
4. The personnel system administered by the Hawaii Health Systems Corporation (HHSC), which includes employees in civil service and exempt positions.

PERSONNEL SYSTEMS	COUNT OF EMPLOYEES	PERCENT OF TOTAL WORKFORCE
Department of Human Resources Development (DHRD)		
Civil Service Employees	12,931	27.01%
Exempt Employees	1,715	3.58%
Department of Human Resources Development Total:	14,646	30.59%
Department of Education (DOE)		
Civil Service Employees	3,459	7.23%
Exempt Employees	1,816	3.79%
Support Services Personnel	2,858	5.97%
Teachers & Educational Officers	13,862	28.96%
Department of Education Employees Total*:	21,995	45.94%
University of Hawaii (UH)		
Administrative, Professional & Technical Staff	2,600	5.43%
Civil Service	1,176	2.46%
Exempt	32	0.07%
Executive/Managerial	219	0.46%
Faculty	3,341	6.98%
Graduate Assistants**	1,265	2.64%
Lecturers	***	
University of Hawaii Employees Total***:	8,633	18.03%
Hawaii Health Systems Corporation (HHSC)		
Civil Service Employees	2,483	5.19%
Exempt Employees	116	0.24%
Hawaii Health Systems Corporation Total:	2,599	5.43%
TOTAL WORKFORCE	47,873	100.00%

Personnel system total percentage for UH does not equal the sum of individual percentages due to rounding.

*Does not include Public Charter School employees.

**Graduate Assistants are full-time graduate students in degree granting programs working as non-permanent, part-time teaching or research assistants.

***UH employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30 and are not included in the above counts. However, during the academic school year, lecturers are a significant part of UH's workforce.

EXECUTIVE BRANCH WORKFORCE

Gender distribution of employees in the Executive Branch. Numbers do not add up to total workforce due to unreported gender.

Gender Distribution	47,818	100%
Female	30,046	63%
Male	17,772	37%

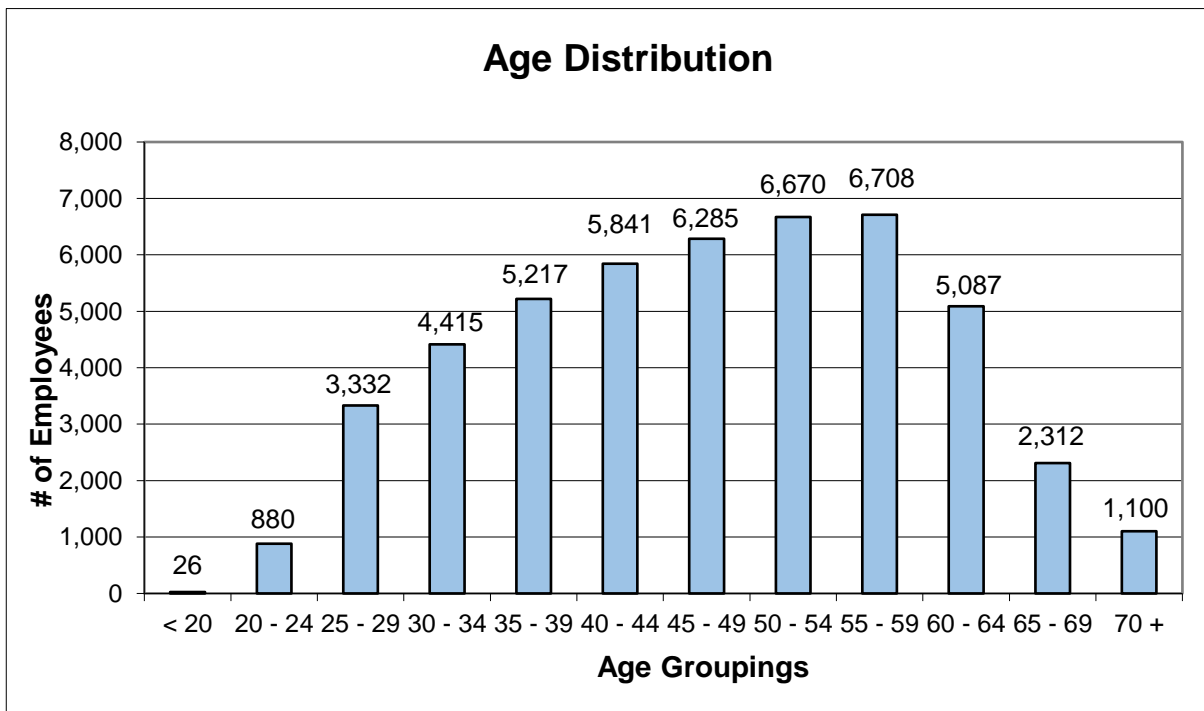
Bargaining unit distribution of employees covered by collective bargaining in the Executive Branch.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	4,733	9.89%
02	HGEA	Blue Collar, Suprvy	451	0.94%
03	HGEA	White Collar, Non-Suprvy	8,824	18.43%
04	HGEA	White Collar, Suprvy	530	1.11%
05	HSTA	DOE Teachers	12,605	26.33%
06	HGEA	DOE Educational Officers	930	1.94%
07	UHPA	UH Faculty	3,165	6.61%
08	HGEA	UH Administrative, Professional, and Technical	2,461	5.14%
09	HGEA	Registered Professional Nurses	1,197	2.50%
10	UPW	Institutional, Health and Correctional Workers	2,145	4.48%
11	HFFA	Firefighters	196	0.41%
13	HGEA	Professional & Scientific	5,817	12.15%
14	HGEA	State Law Enforcement Officers	405	0.85%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			43,459	90.78%

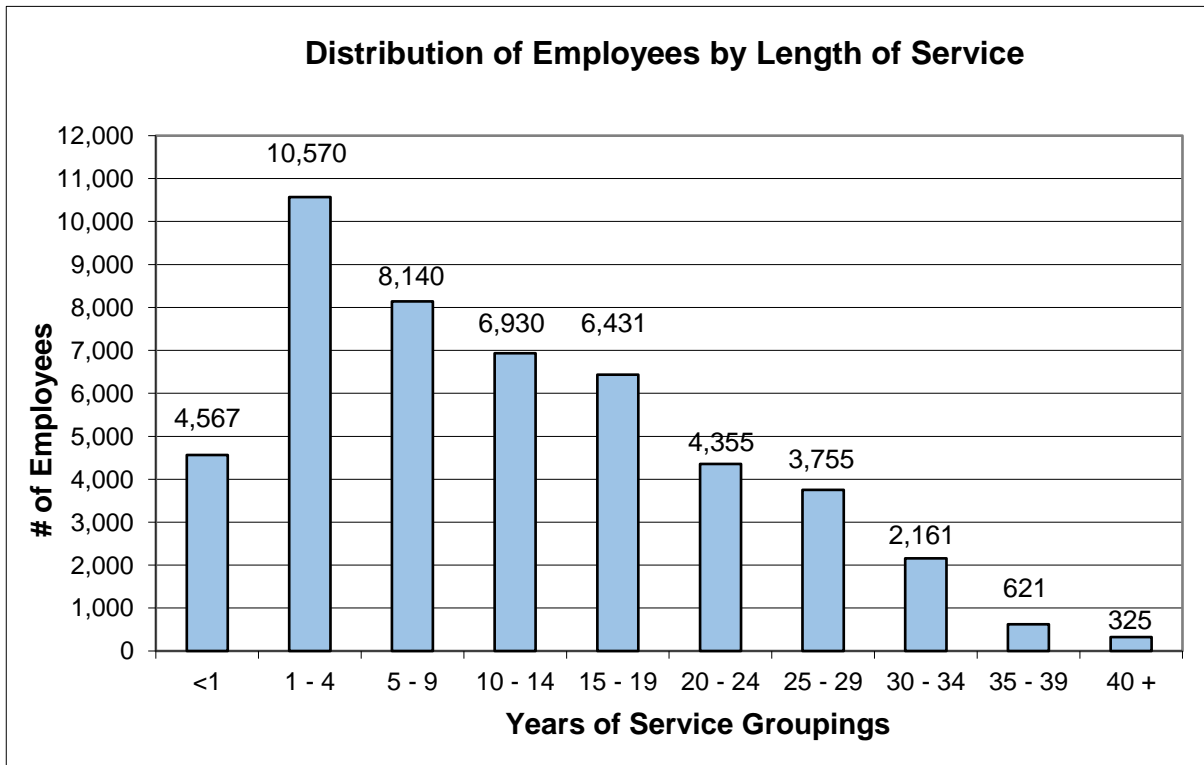
Total Workforce: 47,873

EXECUTIVE BRANCH WORKFORCE

Age distribution of employees in the Executive Branch.



Length of service of employees in the Executive Branch. Numbers do not add up to the total workforce due to unreported service dates.



EXECUTIVE BRANCH WORKFORCE

Five-year projection of the number of employees in the Executive Branch who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

TOTAL NUMBER OF EMPLOYEES IN THE EXECUTIVE BRANCH	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY20)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2025	PERCENT OF EXECUTIVE BRANCH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2025
		FY21	FY22	FY23	FY24	FY25		
47,873	6,582	1,224	1,284	1,344	1,339	1,421	13,194*	27.56%

*Assumes no retirements of eligible employees prior to 06/30/2025.

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Number of employees in the personnel system administered by DHRD.

DEPARTMENT	CIVIL SERVICE	EXEMPT	TOTAL	PERCENT OF TOTAL HRD WORKFORCE
ACCOUNTING & GENERAL SERVICES	626	96	722	4.93%
AGRICULTURE	270	24	294	2.01%
ATTORNEY GENERAL	423	250	673	4.60%
BUDGET & FINANCE	193	155	348	2.38%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	112	149	261	1.78%
COMMERCE & CONSUMER AFFAIRS	284	189	473	3.23%
DEFENSE	210	167	377	2.57%
GOVERNOR	0	41	41	0.28%
HAWAIIAN HOME LANDS	63	73	136	0.93%
HEALTH	2,404	201	2,605	17.79%
HI STATE PUBLIC LIBRARIES SYSTEM	492	5	497	3.39%
HUMAN RESOURCES DEVELOPMENT	80	5	85	0.58%
HUMAN SERVICES	1,829	86	1,915	13.08%
LABOR & INDUSTRIAL RELATIONS	385	52	437	2.98%
LAND & NATURAL RESOURCES	766	84	850	5.80%
LIEUTENANT GOVERNOR	0	9	9	0.06%
PUBLIC SAFETY	2,247	64	2,311	15.78%
TAXATION	326	28	354	2.42%
TRANSPORTATION	2,221	37	2,258	15.42%
TOTAL:	12,931	1,715	14,646	100.00%

Due to rounding of percentages, the sum of the individual percentages does not equal 100.00%.

Gender distribution of employees in the personnel system administered by DHRD. Numbers do not add up to total workforce due to unreported gender.

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES	FEMALE		MALE	
		COUNT OF EMPLOYEES	PERCENT	COUNT OF EMPLOYEES	PERCENT
ACCOUNTING & GENERAL SERVICES	722	277	38.37%	445	61.63%
AGRICULTURE	294	122	41.50%	172	58.50%
ATTORNEY GENERAL	672	413	61.46%	259	38.54%
BUDGET & FINANCE	347	204	58.79%	143	41.21%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	261	156	59.77%	105	40.23%
COMMERCE & CONSUMER AFFAIRS	473	320	67.65%	153	32.35%
DEFENSE	377	132	35.01%	245	64.99%
GOVERNOR	41	29	70.73%	12	29.27%
HAWAIIAN HOME LANDS	136	86	63.24%	50	36.76%
HEALTH	2,596	1,712	65.95%	884	34.05%
HI STATE PUBLIC LIBRARIES SYSTEM	496	369	74.40%	127	25.60%
HUMAN RESOURCES DEVELOPMENT	85	72	84.71%	13	15.29%
HUMAN SERVICES	1,910	1,354	70.89%	556	29.11%
LABOR & INDUSTRIAL RELATIONS	437	290	66.36%	147	33.64%
LAND & NATURAL RESOURCES	846	327	38.65%	519	61.35%
LIEUTENANT GOVERNOR	9	7	77.78%	2	22.22%
PUBLIC SAFETY	2,310	649	28.10%	1,661	71.90%
TAXATION	353	228	64.59%	125	35.41%
TRANSPORTATION	2,250	646	28.71%	1,604	71.29%
TOTAL:	14,615	7,393	50.59%	7,222	49.41%

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

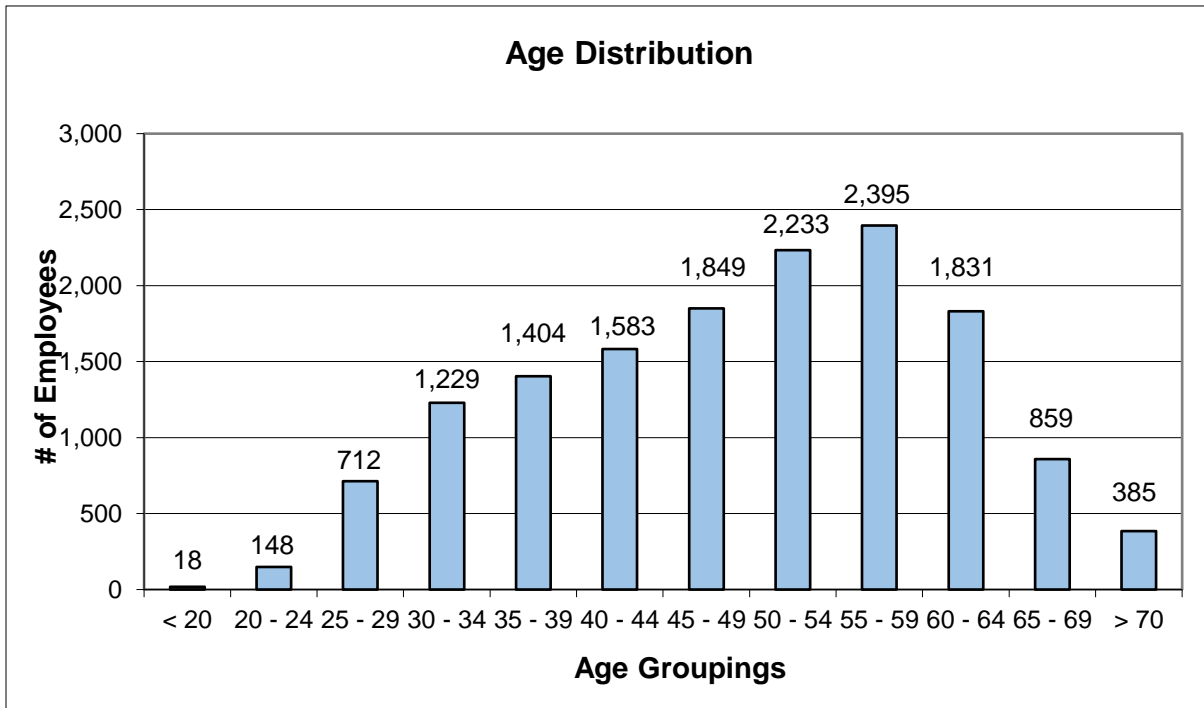
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by DHRD.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	1,899	12.97%
02	HGEA	Blue Collar, Supvry	176	1.20%
03	HGEA	White Collar, Non-Supvry	3,436	23.46%
04	HGEA	White Collar, Supvry	222	1.52%
09	HGEA	Registered Professional Nurses	398	2.72%
10	UPW	Institutional, Health and Correctional Workers	1,500	10.24%
11	HFFA	Firefighters	196	1.34%
13	HGEA	Professional & Scientific	4,550	31.07%
14	HGEA	State Law Enforcement Officers	405	2.77%
TOTAL NO. OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			12,782	87.27%

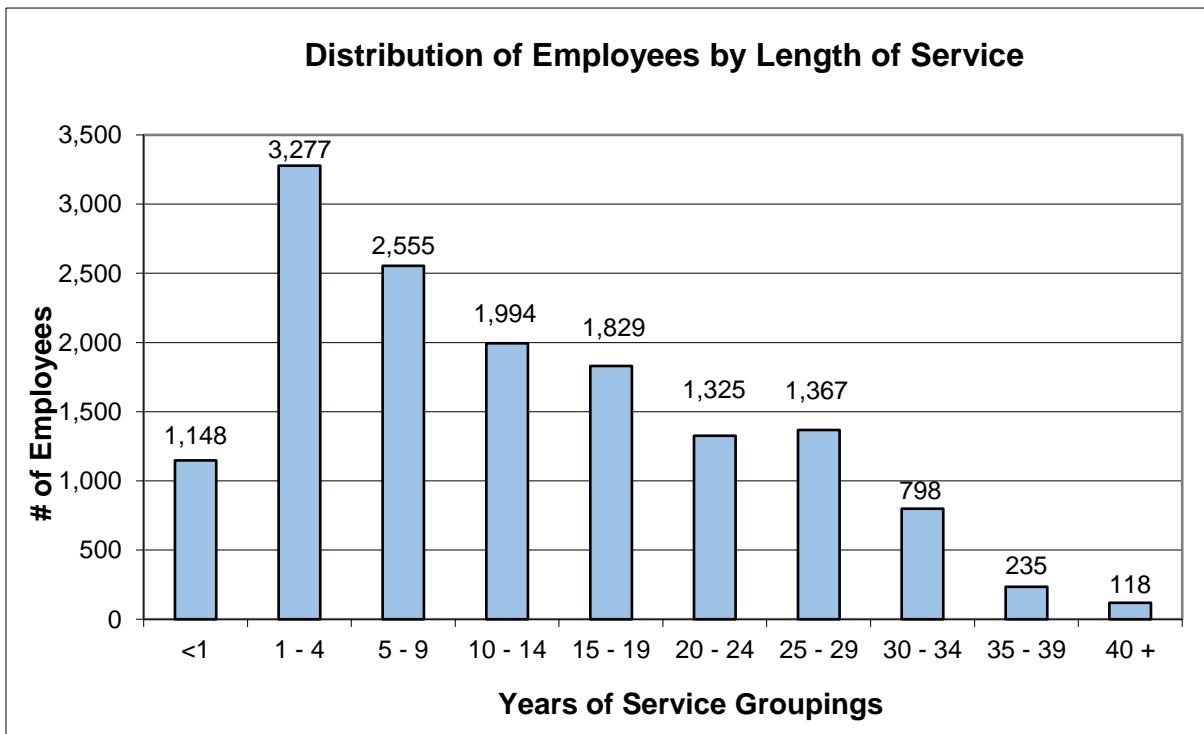
Total Workforce: 14,646

PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Age distribution of employees in the personnel system administered by DHRD



Length of service of employees in the personnel system administered by DHRD.



PERSONNEL SYSTEM ADMINISTERED BY DHRD WORKFORCE OVERVIEW

Five-year projection of the number of employees in the personnel system administered by DHRD who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

DEPARTMENT	TOTAL NUMBER OF EMPLOYEES IN THE PERSONNEL SYSTEM ADMINISTERED BY DHRD	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY20)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2025	PERCENT OF DEPARTMENTAL WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2025
			FY21	FY22	FY23	FY24	FY25		
ACCOUNTING & GENERAL SERVICES	722	126	27	25	27	30	21	256	35.46%
AGRICULTURE	294	52	6	13	13	3	6	93	31.63%
ATTORNEY GENERAL	673	138	18	25	15	23	25	244	36.26%
BUDGET & FINANCE	348	39	9	7	5	15	9	84	24.14%
BUSINESS, ECONOMIC DEVELOPMENT & TOURISM	261	63	4	8	8	7	7	97	37.16%
COMMERCE & CONSUMER AFFAIRS	473	67	10	9	19	15	19	139	29.39%
DEFENSE	377	45	8	5	8	12	12	90	23.87%
GOVERNOR	41	3	1	1	0	0	4	9	21.95%
HAWAIIAN HOME LANDS	136	30	2	4	2	4	6	48	35.29%
HEALTH	2,605	429	81	68	87	65	74	804	30.86%
HI STATE PUBLIC LIBRARIES SYSTEM	497	89	20	10	17	17	20	173	34.81%
HUMAN RESOURCES DEVELOPMENT	85	18	5	7	4	3	3	40	47.06%
HUMAN SERVICES	1,915	266	66	65	83	66	74	620	32.38%
LABOR & INDUSTRIAL RELATIONS	437	83	13	21	24	13	17	171	39.13%
LAND & NATURAL RESOURCES	850	121	18	33	26	23	28	249	29.29%
LIEUTENANT GOVERNOR	9	0	0	0	0	0	1	1	11.11%
PUBLIC SAFETY	2,311	405	66	73	58	80	77	759	32.84%
TAXATION	354	51	12	12	14	10	17	116	32.77%
TRANSPORTATION	2,258	392	74	62	90	93	81	792	35.08%
TOTALS:	14,646	2,417	440	448	500	479	501	4,785*	32.67%

*Assumes no retirements of eligible employees prior to 06/30/2025.

DEPARTMENT OF EDUCATION WORKFORCE OVERVIEW

DOE's workforce includes three groups of employees—civil service and exempt employees, support services personnel, and teachers and educational officers.

Total Workforce	21,995	100%
Civil Service & Exempt	5,275	24%
Support Services Personnel	2,858	13%
Teachers & Educational Officers	13,862	63%

Gender distribution of employees in the personnel system administered by the DOE. Numbers do not add up to total workforce due to unreported gender.

Gender Distribution	21,971	100%
Female	16,033	73%
Male	5,938	27%

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

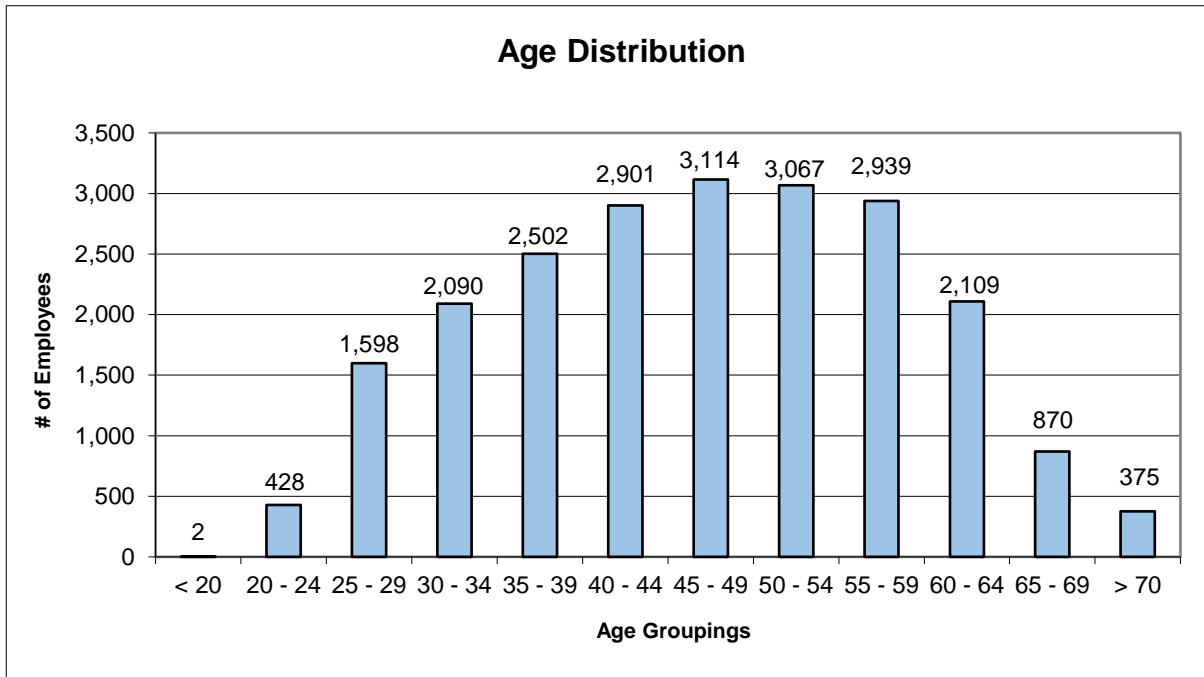
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	1,970	8.96%
02	HGEA	Blue Collar, Suprvy	243	1.10%
03	HGEA	White Collar, Non-Suprvy	4,442	20.20%
04	HGEA	White Collar, Suprvy	254	1.15%
05	HSTA	BOE Teachers	12,605	57.31%
06	HGEA	BOE Educational Officers	930	4.23%
09	HGEA	Registered Prof'l Nurses	2	0.01%
10	UPW	Institutional, Health and Correctional Workers	26	0.12%
13	HGEA	Professional & Scientific	994	4.52%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			21,466	97.59%

Total Workforce: 22,995

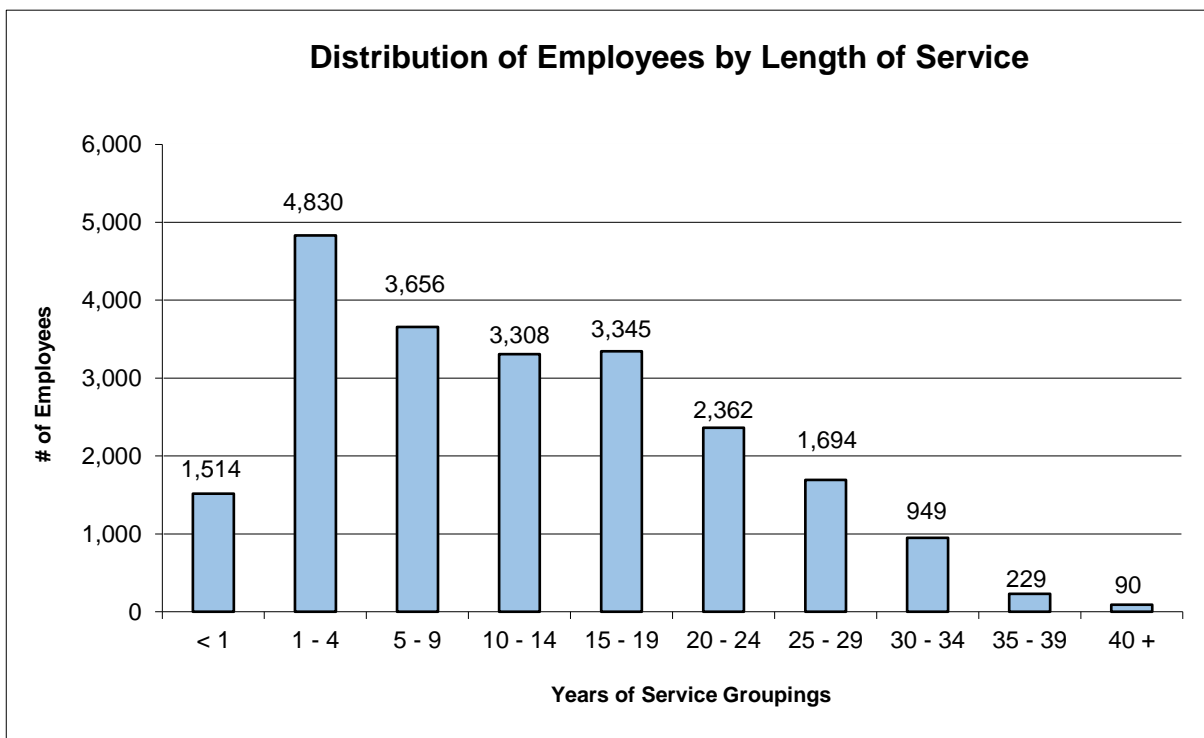
Due to rounding of percentages, the sum of the individual percentages does not equal 97.59%.

DEPARTMENT OF EDUCATION WORKFORCE OVERVIEW

Age distribution of employees in the personnel system administered by the DOE.



Length of service of employees in the personnel system administered by the DOE. Numbers do not add up to the total workforce due to unreported service dates.



DEPARTMENT OF EDUCATION WORKFORCE OVERVIEW

Five-year projection of the number of employees in the personnel system administered by the DOE who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

DEPARTMENT OF EDUCATION	TOTAL NUMBER OF EMPLOYEES IN THE DOE WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY20)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2025	PERCENT OF DOE WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2025
			FY21	FY22	FY23	FY24	FY25		
CIVIL SERVICE & EXEMPT	5,275	753	167	176	148	196	176	1,616	30.64%
SUPPORT SERVICES PERSONNEL	2,858	418	69	72	86	84	106	835	29.22%
CERTIFICATED	13,862	1,497	304	334	345	316	370	3,166	22.84%
TOTALS:	21,995	2,668	540	582	579	596	652	5,617*	25.54%

*Assumes no retirements of eligible employees prior to 06/30/2025.

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

The University of Hawaii workforce includes six groups of employees—administrative, professional and technical staff; civil service and exempt employees; executive/managerial; faculty; graduate assistants; and lecturers.

Workforce	8,633	100%
Administrative, Professional & Technical Staff	2,600	30.1%
Civil Service & Exempt*	1,208	14.0%
Executive/Managerial	219	2.5%
Faculty	3,341	38.7%
Graduate Assistants**	1,265	14.7%
Lecturers	***	0.0%

*UH's civil service and exempt employees are included in the UH personnel data system but are employed pursuant to DHRD policies and procedures.

**Graduate assistants are full-time graduate students in degree granting programs working as non-permanent, part-time teaching or research assistants.

***The University of Hawaii employs approximately 1,300 lecturers during the academic school year. Lecturers are not normally employed by UH on June 30. However, during the academic school year, lecturers are a significant part of UH's workforce.

Gender distribution of employees in the personnel system administered by the University of Hawaii.

Gender Distribution	8,633	100%
Female	4,648	54%
Male	3,985	46%

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

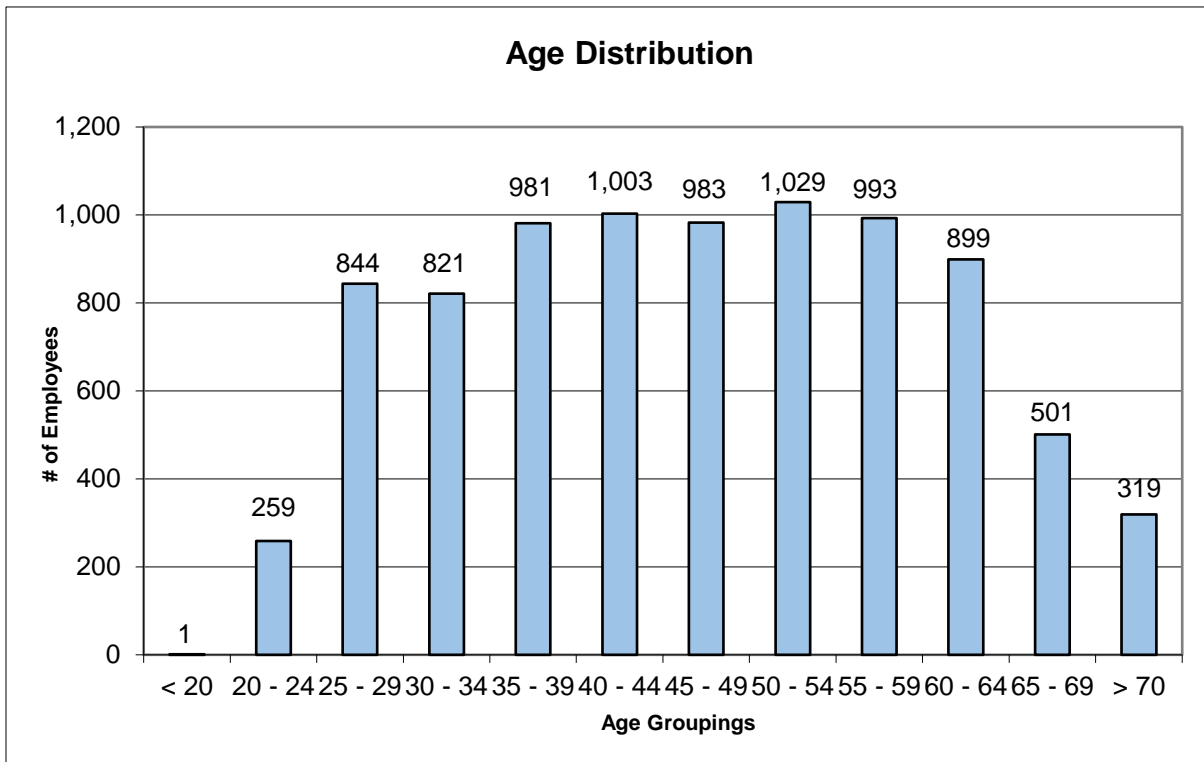
Bargaining unit distribution of employees covered by collective bargaining in the personnel system administered by UH.

Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Supvry	522	6.05%
02	HGEA	Blue Collar, Supvry	14	0.16%
03	HGEA	White Collar, Non-Supvry	575	6.66%
04	HGEA	White Collar, Supvry	40	0.46%
07	UHPA	Faculty	3,165	36.66%
08	HGEA	Administrative, Professional, & Technical	2,461	28.51%
09	HGEA	Registered Prof'l Nurses	10	0.12%
10	UPW	Institutional, Health and Correctional Workers	2	0.02%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			6,789	78.64%

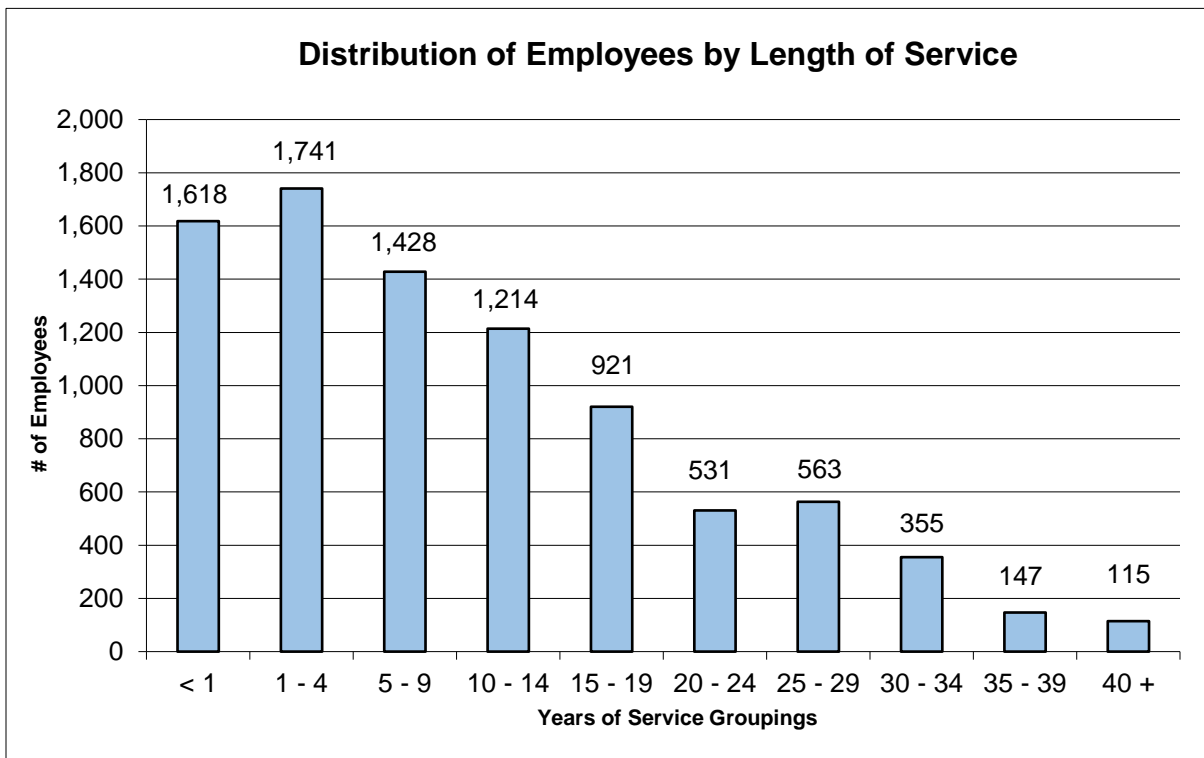
Total Workforce: 8,633

UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

Age distribution of employees in the personnel system administered by UH.



Length of service of employees in the personnel system administered by UH.



UNIVERSITY OF HAWAII WORKFORCE OVERVIEW

Five-year projection on the number of employees in the personnel system administered by UH who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

UNIVERSITY OF HAWAII	TOTAL NUMBER OF EMPLOYEES IN THE UH WORKFORCE*	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY20)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT BY 06/30/2025	PERCENT OF THE UH WORKFORCE ELIGIBLE TO RETIRE BY 06/30/2025
			FY21	FY22	FY23	FY24	FY25		
ADMINISTRATIVE, PROFESSIONAL & TECHNICAL	2,600	302	61	58	50	69	62	602	23.15%
CIVIL SERVICE & EXEMPT	1,208	272	52	34	44	46	36	484	40.07%
EXECUTIVE/ MANAGERIAL	219	58	6	4	5	15	11	99	45.21%
FACULTY	3,341	661	79	75	80	73	83	1,051	31.46%
TOTALS:	7,368	1,293	191	209	174	184	206	2,236*	30.35%

*Graduate Assistants are not eligible for retirement benefits. As a result, they are not included in this analysis.

**Assumes no retirements of eligible employees prior to 06/30/2025.

HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

Number of employees in the personnel system administered by HHSC.

Total Workforce	2,599	100%
Civil Service	2,483	96%
Exempt	116	4%

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

Gender Distribution	2,599	100%
Female	1,972	76%
Male	627	24%

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

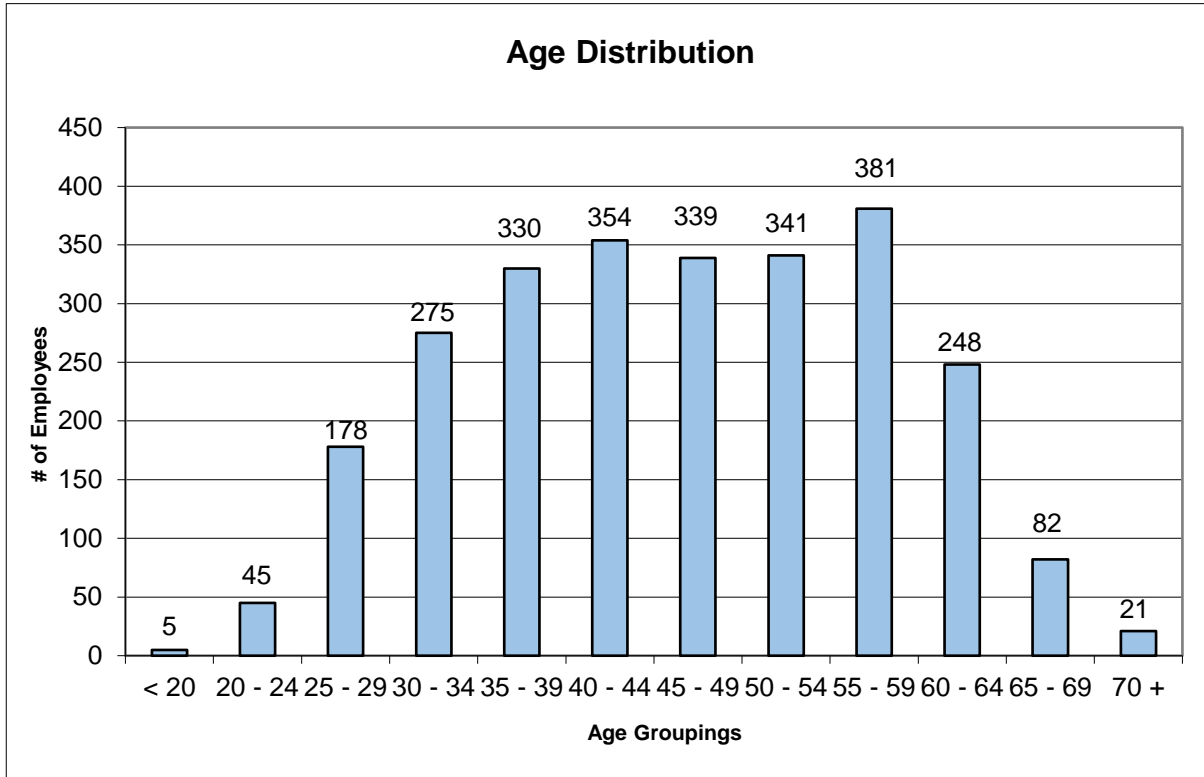
Union Code	Exclusive Representative	Collective Bargaining Group	Employee Count	Percent of Workforce
01	UPW	Blue Collar, Non-Suprvy	342	13.16%
02	HGEA	Blue Collar, Suprvy	18	0.69%
03	HGEA	White Collar, Non-Suprvy	371	14.27%
04	HGEA	White Collar, Suprvy	14	0.54%
09	HGEA	Registered Prof'l Nurses	787	30.28%
10	UPW	Institutional, Health and Correctional Workers	617	23.74%
13	HGEA	Professional & Scientific	273	10.50%
TOTAL NUMBER OF EMPLOYEES COVERED BY COLLECTIVE BARGAINING:			2,422	93.19%

Total Workforce: 2,599

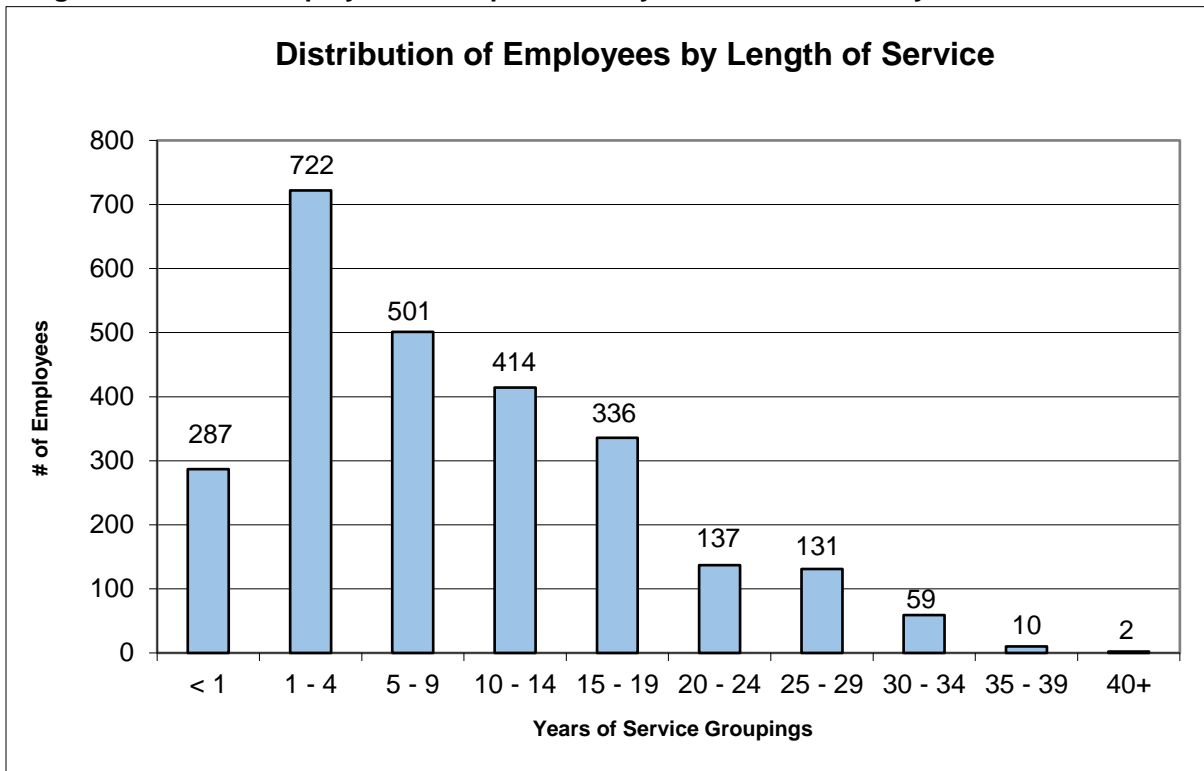
Due to rounding of percentages, the sum of the individual percentages does not equal 93.19%.

HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

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



Length of service of employees in the personnel system administered by HHSC.



HAWAII HEALTH SYSTEMS CORPORATION WORKFORCE OVERVIEW

Five-year projection on the number of employees in the personnel system administered by HHSC who will be eligible for retirement by the end of fiscal year 2024-2025 (i.e., ending June 30, 2025).

HAWAII HEALTH SYSTEMS CORPORATION	TOTAL NUMBER OF EMPLOYEES IN THE HHSC WORKFORCE	NUMBER OF EMPLOYEES CURRENTLY ELIGIBLE FOR RETIREMENT (FY20)	PROJECTED NUMBER OF EMPLOYEES WHO ATTAIN FULL RETIREMENT ELIGIBILITY					TOTAL NUMBER OF EMPLOYEES ELIGIBLE FOR RETIREMENT ON 06/30/2025	PERCENT OF HHSC WORKFORCE ELIGIBLE TO RETIRE ON 06/30/2025
			FY21	FY22	FY23	FY24	FY25		
CIVIL SERVICE	2,483	189	52	42	86	75	54	498	20.06%
EXEMPT	116	15	1	3	5	5	8	37	31.90%
TOTALS:	2,599	204	53	45	91	80	62	535*	20.58%

*Assumes no retirements of eligible employees prior to 06/30/2025.