

# Agency Workforce Assessment Survey

## Florida Inspector General Community



**May 6, 2009**

*Enhancing Public Trust through Professionalism and Respect*

## AGENCY WORKFORCE ASSESSMENT SURVEY

As an Inspector General community, it is important that we are able to continue to demonstrate to the people that we add value by providing oversight and transparency to government. As with all facets of government, we should also periodically perform an assessment to ensure that we have established ample succession within our shops that allows for the continuity of our operations. This is particularly important in light of our troubled economy and the added flow of funds through the American Recovery and Reinvestment Act.

To that end, the Reporting Committee, chaired by IG Ron Russo, Florida Department of Transportation created a survey to help gather important information that will aid in this endeavor. Much of the information gathered will be used to identify comparable data useful to the IG community. Other information will aid us in determining trends concerning the volume of audits and investigations.

The survey was designed to gather information regarding the following areas:

- Agency and OIG budget;
- Agency and OIG FTEs;
- Audit and investigative activities;
- Salaries;
- Certifications; and
- Operational impact of the American Recovery and Reinvestment Act.

One hundred percent of the Governor’s agencies responded to the request for information. The table lists all the agencies who responded.

<b>CHIEF INSPECTOR GENERAL AGENCY SURVEY RESPONDENTS</b>			
<b>GOVERNOR’S AGENCIES</b>			
Business & Professional Regulation	Citrus	Community Affairs	Corrections
Children & Families	Education	Elder Affairs	Environmental Protection
Governor’s Office	Health	Health Care Administration	Juvenile Justice
Lottery	Management Services	Military Affairs	Persons with Disabilities
Department of State	Transportation	Workforce Innovation	
<b>OTHER AGENCIES</b>			
Agriculture and Consumer Services	Financial Services <ul style="list-style-type: none"> <li>• Financial Regulation</li> <li>• Insurance Regulation</li> </ul>		Fish and Wildlife Conservation
Attorney General	Law Enforcement	Public Service Commission	Revenue
Supreme Court	Highway Safety and Motor Vehicles		Veterans’ Affairs

The following information provides a summary of the information from the survey. More specific details may be accessed from the spreadsheets used to compile the data.

AGENCY	AGENCY BUDGET	AGENCY FTE	OIG BUDGET	OIG FTE
Insurance Regulation	\$24,966,951	314	***	4
Public Service Commission	\$27,985,000	331	\$162,604	2
Highway Safety and Motor Vehicles	\$41,307,400	4,677	\$565,888	7
Financial Regulation	\$43,000,000	453	\$257,039	3
Veterans Affairs	\$59,650,941	914.5	\$150,000	1
Citrus	\$60,400,000	76	\$120,000	1
Department of State	\$90,845,602	457	***	2
Business and Professional Regulation	\$138,049,423	1,589.75	\$942,731	10
Lottery	\$157,474,215	438	\$487,478	5
Financial Services	\$215,000,000	2,100	\$689,000**	8
Fish and Wildlife Conservation	\$303,098,647	1,946	\$604,513	7
Florida Department of Law Enforcement	\$321,775,943	1,867	\$784,331	8
Elder Affairs	\$360,379,485	500	\$254,924	3
Supreme Court	\$438,000,000	3,630	\$14,400	3
Executive Office of the Governor	\$485,777,766	327	\$676,603	7
Revenue	\$601,619,709	5,227	\$65,368	24
Management Services	\$611,518,943	983	\$677,650	8
Juvenile Justice	\$627,718,953	4,842	\$2,323,139	31
Persons with Disabilities	\$1,046,875,364	3,541	\$446,055	4
Community Affairs	\$1,345,227,534	351	\$615,923	7
Work Force Innovation	\$1,594,773,507	1,378	\$1,011,717	9
Environmental Protection	\$1,907,115,345	3,574.50	\$2,426,889	25
Corrections	\$2,646,899,015	29,566	not provided	144
Children and Families	\$2,853,387,888	13,255	\$3,852,720	53
Health	\$2,884,760,814	16,614.70	\$1,560,483	20
Transportation	\$8,300,000,000	7,488	\$3,502,347	47
Health Care Administration	\$17,004,289,482	1,685.50	\$1,551,083	24
Education	\$19,529,693,224	2,537	\$1,071,282	12
** 07/08				
*** No separate budget - included in agency budget				

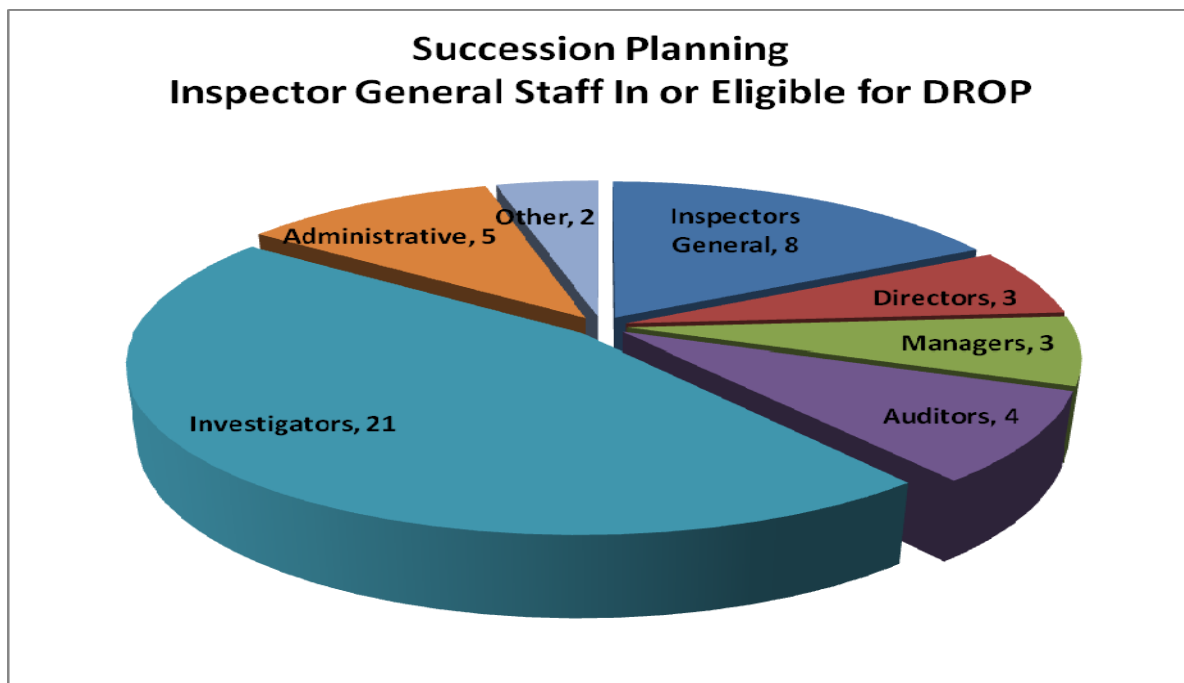
## SUCCESSION PLANNING

Although succession planning is often focused on top leadership positions the need to look at critical skill areas at all levels of an organization is necessary. Planning must begin well in advance of anticipated vacancies. The question concerning succession planning was designed to collect information for various levels of management and staff. Employees are considered eligible for retirement if they are participating in the Deferred Retirement Option Plan (DROP), age 62+ with six or more years of state service, or have 30+ years of state service regardless of age, or for law enforcement - age 55+ with 25+ years of service.

The results of this survey indicate a need for succession planning for Offices of Inspectors General. Three specific areas of concern were identified:

- Of the thirty-one respondents, eight (26%) of the Inspectors General are eligible for retirement;
- Of 21 investigators identified as eligible for retirement, 14 of those are law enforcement investigators employed by the Department of Corrections; and
- Six directors and managers were also identified as being eligible for retirement.

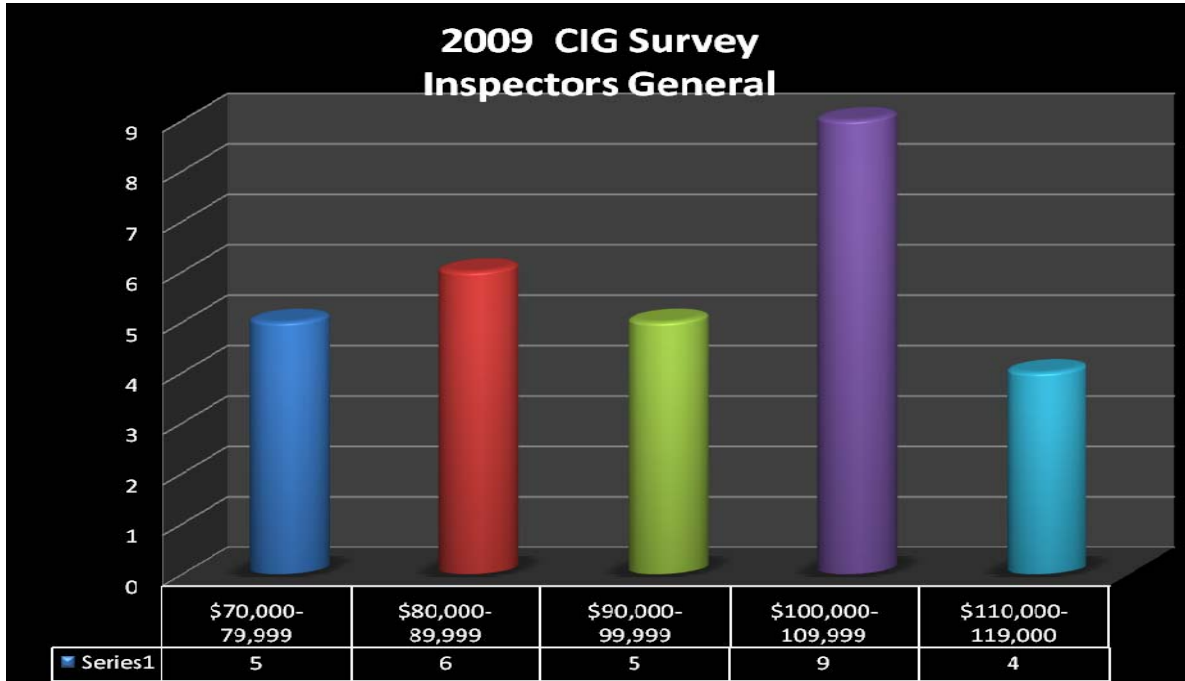
<b>INSPECTOR GENERAL STAFF RETIREMENT ELIGIBILITY</b>							
	Inspectors General	Directors	Managers	Auditors	Investigators	Admin.	Other
Currently in DROP -	5	2	0	4	0	3	1
Law Enforcement – Currently in DROP	0	0	0	0	4	0	0
Eligible for DROP	2	1	2	0	2	2	1
Law Enforcement – Eligible for DROP	1	0	1	0	15	0	0
<b>TOTAL</b>	<b>8</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>21</b>	<b>5</b>	<b>2</b>
Military Orders for Deployment	0	0	0	1	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>



# SALARY SURVEY

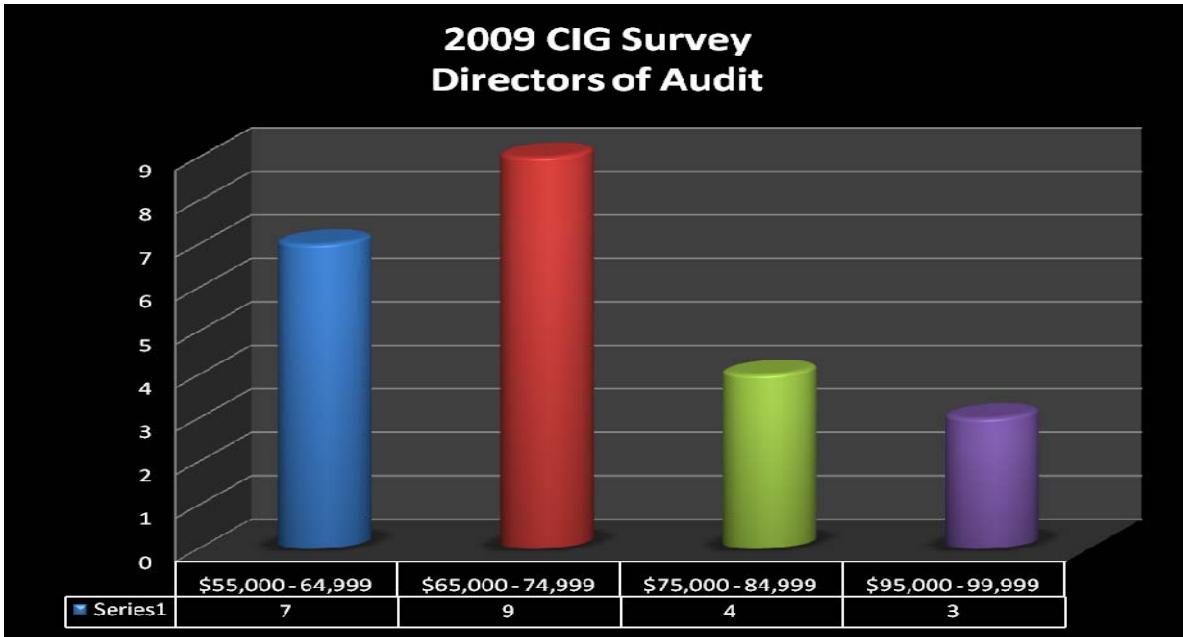
## INSPECTORS GENERAL

Of the 31 agencies responding, 29 of the respondents provided salary information for Inspectors General. The salaries fell into the range from \$70,000 to \$119,999. Fifty-five percent of the Inspectors General in the survey make less than \$100,000 and forty-five percent make more than \$100,000. The chart below shows the breakdown of salaries.



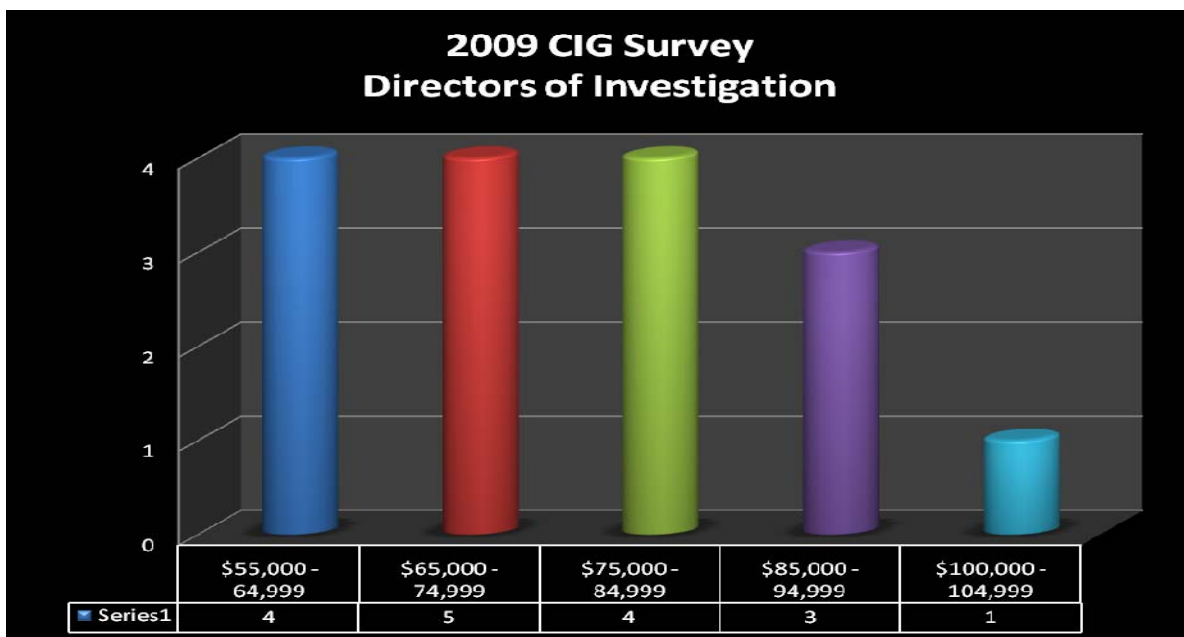
## DIRECTORS OF AUDIT

Of the 31 agencies responding, 24 reported having Directors of Audit. The salaries fell into the range from \$55,000 to \$104,999. Seventy percent of the Directors of Audit surveyed make less than \$75,000 and thirty percent make more than \$75,000 but less than \$99,000. The chart below shows the breakdown of salaries (one agency provided no salary information so percentages were based on the 23 responses with information).



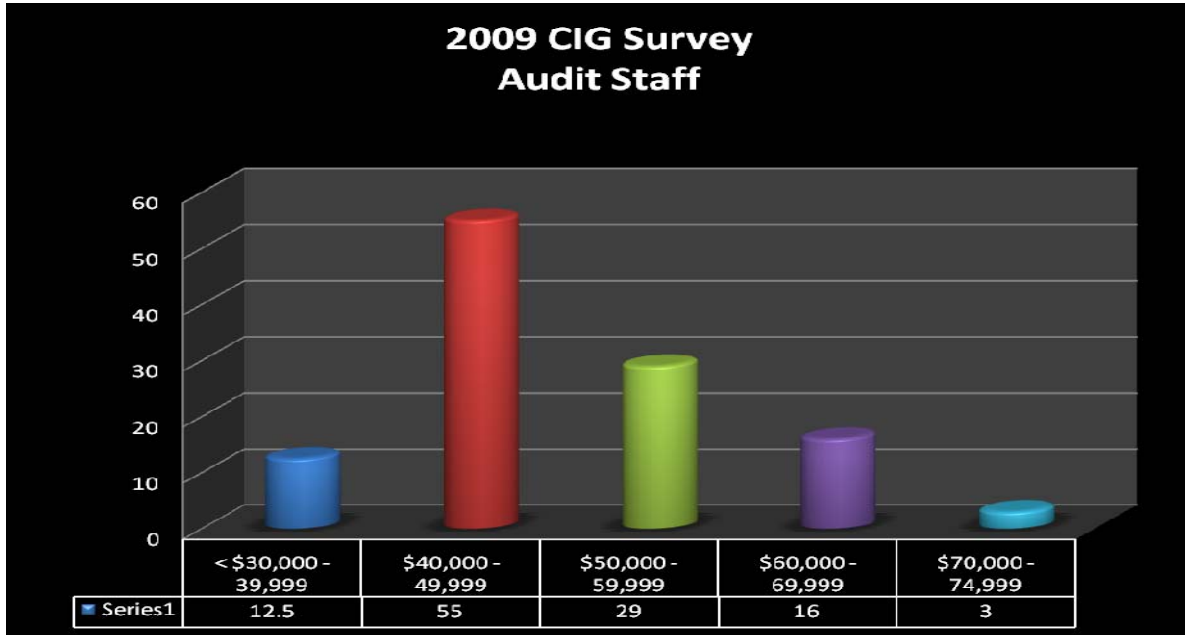
## DIRECTORS OF INVESTIGATION

Of the 31 agencies responding, 18 reported having Directors of Investigation. The salaries fell into the range from \$55,000 to \$104,999. Fifty-three percent of the Directors of Investigation surveyed make less than \$75,000, forty-one percent make more than \$75,000 but less than \$99,000 and six percent makes more than \$100,000. The chart below shows the breakdown of salaries (one agency provided no salary information so percentages were based on the 17 responses with information).



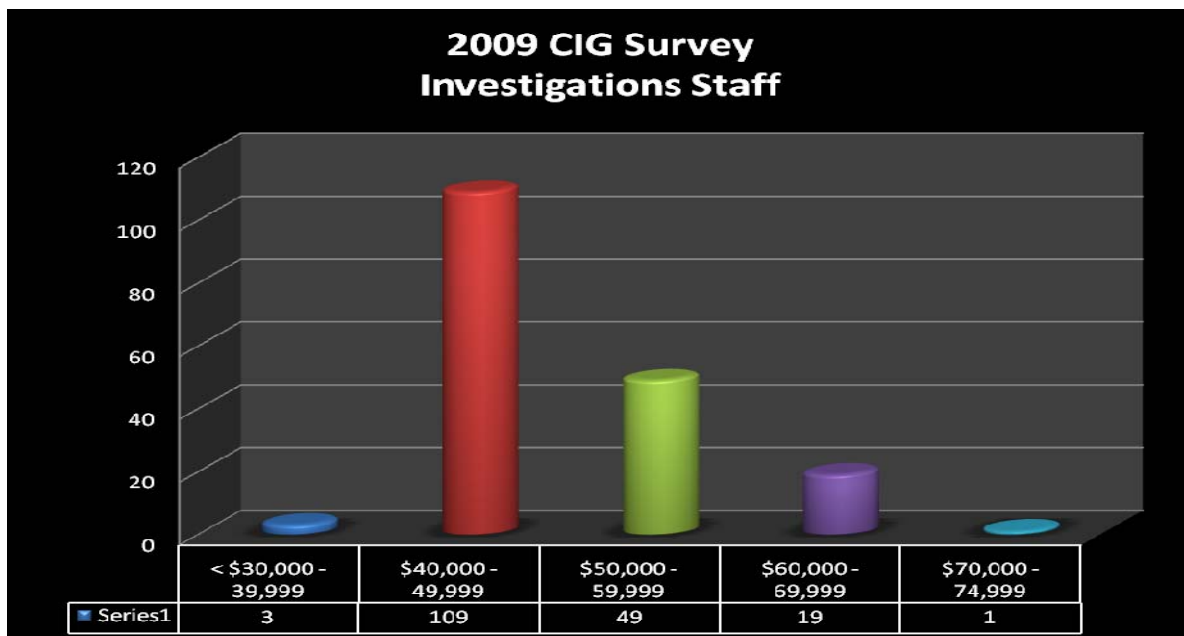
## AUDIT STAFF

Of the 31 agencies responding, a total of 115.5 audit staff positions were identified. The salaries fell into the range from less than \$30,000 to \$74,999. Fifty-eight percent of the audit staff make less than \$50,000 and forty-two percent make more than \$50,000 but less than \$75,000. It should be noted that managers, below the “director” level, are included in this group. The chart below shows the breakdown of salaries.



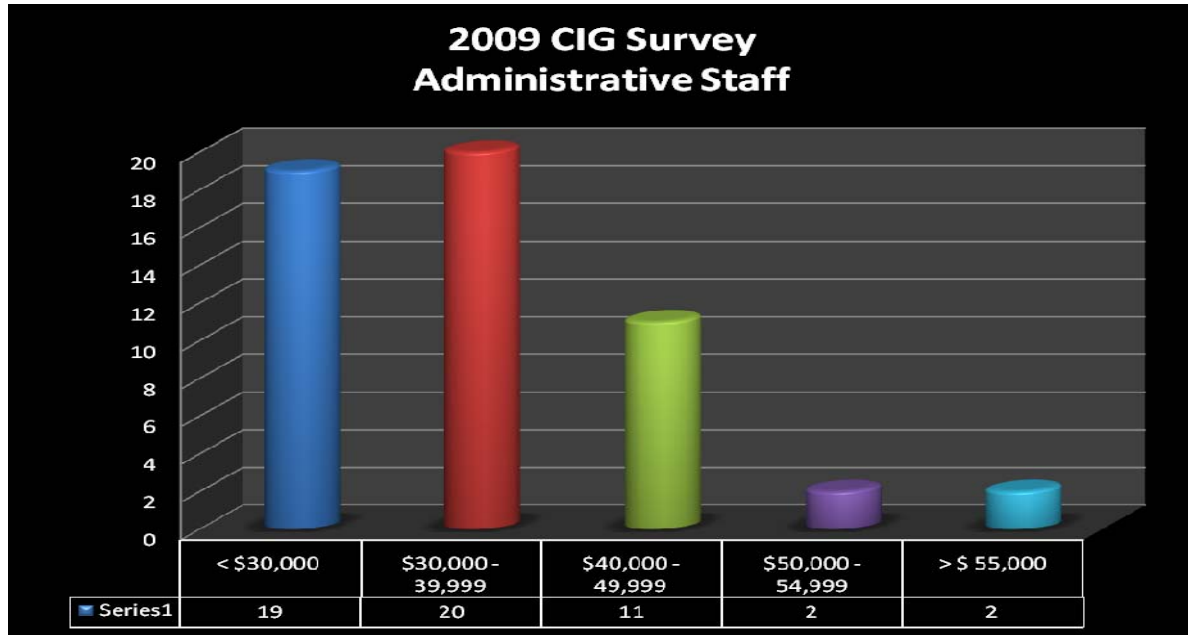
## INVESTIGATIONS STAFF

Of the 31 agencies responding, a total of 181 investigations staff positions were identified. The salaries fell into the range from less than \$30,000 to \$74,999. Fifty-nine percent of the investigations staff make less than \$50,000 and forty-one percent make more than \$50,000 but less than \$75,000. It should be noted that managers, below the “director” level, are included in this group. The chart below shows the breakdown of salaries.



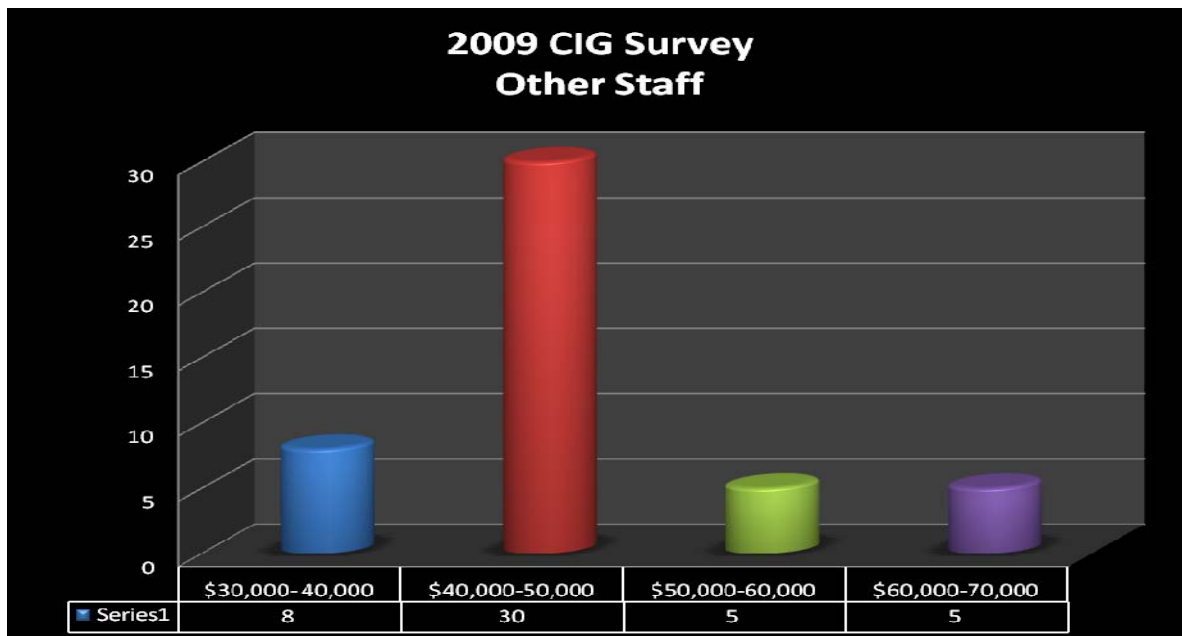
## ADMINISTRATIVE STAFF

Of the 31 agencies responding, a total of 54 administrative staff positions were identified. The salaries fell into the range from less than \$30,000 to more than \$55,000. Thirty-five percent of the administrative staff make less than \$30,000, fifty-seven percent make more than \$30,000 and less than \$50,000 and seven percent make more than \$50,000 (rounding accounts for the remaining one percent). The chart below shows the breakdown of salaries.



## OTHER STAFF

Of the 31 agencies responding, a total of 48 other staff positions were identified. The salaries fell into the range from \$30,000 to \$70,000. Seventy-nine percent of those identified make less than \$50,000 and twenty-one percent make more than \$50,000 but less than \$70,000. The chart below shows the breakdown of salaries.





## ACTIVITIES

The Offices of Inspector General direct, supervise, and coordinate audits, investigations, and management reviews relating to programs and operations of the State agency. This table provides statistical data regarding staffing and services.

<b>STAFF</b>	
Inspectors General	31
Directors of Audit	24
Directors of Investigation	18
Auditors	115.5
Investigators	181
Administrative Staff	54
Other Staff	48
<b>Total</b>	<b>471.5 FTEs</b>
<b>AUDITS (FY to date)</b>	
ARRA Related Projects	4
Audits	163
Assist OPPAGA/AG/Other	186
Special Project Reviews	544
<b>INVESTIGATIONS (FY to date)</b>	
ARRA Related Projects	0
Inquiries/Cases Handled by OIG	29,562
External Agency Referrals	579
Intra-agency Referrals	413

## CERTIFICATIONS

The survey disclosed the Inspector General staff have a combined total of 395 professional certifications and numerous others specific to agency programs. Below is a recap of the most common certifications. The number of certifications demonstrates a commitment to the profession and involvement in the professional organizations.

Certified Law Enforcement	68
Certified Inspector General Investigator	53
Certified Internal Auditor	49
Certified Inspector General	32
Certified Public Accountant	30
Certified Government Auditing Professional	29
Certified Fraud Examiner	18

## **AMERICAN RECOVERY AND RESTITUTION ACT**

Approximately half of the agencies responding indicated they will receive funds from the American Recovery and Restitution Act (ARRA) ranging from \$400 thousand to \$1.35 billion. Most indicated an increased workload due to required oversight and monitoring. One agency stated “This will take two staff members to work on this project for at least a year, reducing the number of audits to be completed in accordance with work plan and investigation workload would be distributed to other investigative staff.” For fiscal year 2010 – 2011 agency risk assessments and work plans will need to take the ARRA activities into account.

The Office of the Chief Inspector General will continue to monitor ARRA specific projects being conducted within each office of Inspector General.