

COUNTY OF SACRAMENTO CALIFORNIA

For the Agenda of:
September 15, 2005

To: Board of Supervisors
From: Employment Records and Training
Subject: Report Back - Vacancy Rate Trends 2004 To 2005
Contact: Angela Sherrod, Director, 874-7099

Attached is a summary trend chart and vacancy reports for Fiscal Years 2003-04 and Fiscal Year 2004-2005. Each vacancy report shows the authorized number of positions for each department, the number of vacancies and the vacancy rate as a percent of the total authorized positions on a quarterly basis.

The trend chart is a graphical display of vacant positions as a percentage of authorized positions. The total number of authorized positions and vacancies for each quarter is listed under the trend chart.

Vacancy rates are affected by many different factors. Some departments hold positions vacant in order to meet their annualized savings requirement. During the year the natural fluctuation of positions being added, reallocated and deleted impacts vacancy rates. Employee terminations including retirements were 1,026.4 full time equivalents in Fiscal Year 2003-04 and 931.6 in Fiscal Year 2004-05. Filling positions may require class studies, exam administration, establishing of authorized lists and departmental interviews which can take from a few weeks to several months to accomplish.

Respectfully submitted,

Concur

Angela Sherrod, Director
Employment Records and Training

Mark Norris, Administrator
Internal Services Agency

Attachments