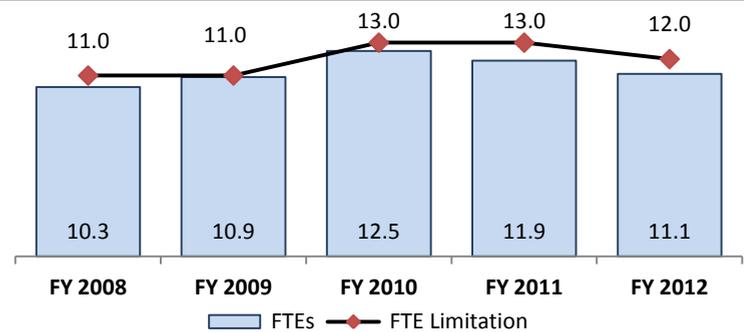


# 513 - Funeral Service Commission

Workforce Summary Document prepared by the State Auditor's Office.  
Based on information **self-reported** by the agency, the following items are worth noting.

## Full-Time Equivalent (FTE) Employees

The agency's full-time equivalent (FTE) employee limitation decreased by 7.7 percent to 12.0 FTEs in fiscal year 2012 compared to fiscal year 2011. Compared to fiscal year 2008, the agency saw an increase of 0.8 (7.8 percent) in the total number of FTEs.



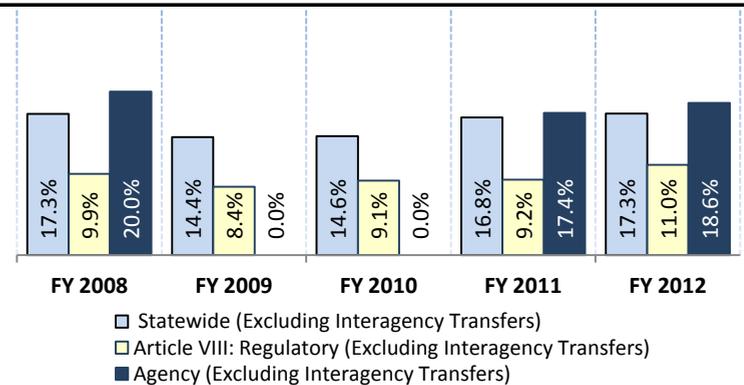
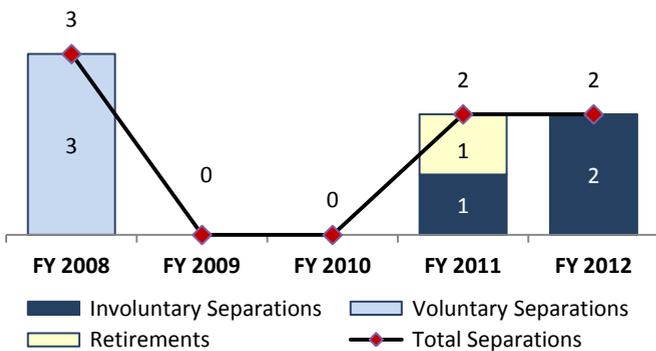
Source: State Auditor's Office Full-time Equivalent System.

### FTEs Below/Above FTE Limitation

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
FTE Limitation	11.0	11.0	13.0	13.0	12.0
Number Below or Above Limitation	-0.7	-0.1	-0.5	-1.1	-0.9
Percent Above or Below Limitation	-6.4%	-0.9%	-3.8%	-8.5%	-7.5%

## Employee Turnover<sup>a</sup>

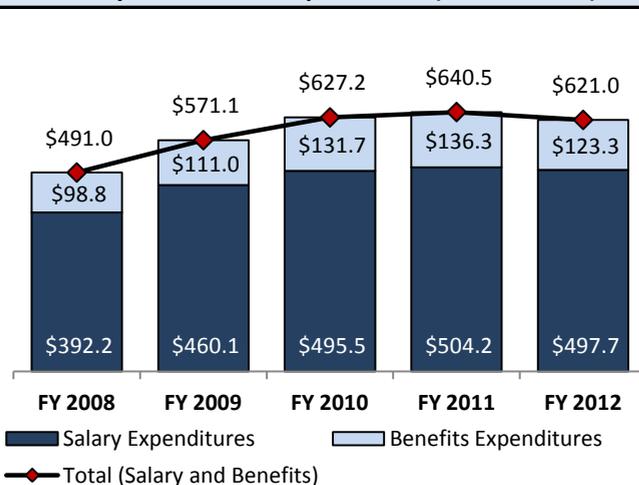
Excluding interagency transfers, the turnover rate within the agency (18.6 percent) was higher than the statewide turnover rate (17.3 percent) and higher than the turnover rate of Article VIII agencies (11.0 percent) during fiscal year 2012. The fiscal year 2012 agency turnover rate including employees who transferred to another state agency or higher education institution was 18.6 percent.



## Compensation Information<sup>a</sup>

The average agency salary in fiscal year 2012 of \$37,037 represented an increase of 13.2 percent compared to the average agency salary in fiscal year 2008. In fiscal year 2012, 95.3 percent of employees were paid below the salary range midpoints in which they were assigned; and expenditures for salary and benefits were higher compared to fiscal year 2008.

### Salary and Benefits Expenditures (in Thousands)



### Average Salary Trends

	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Executive Director	\$ 55,816	\$ 55,816	\$ 70,000	\$ 70,000	\$ 70,000
Agency Average	\$ 32,706	\$ 33,228	\$ 37,216	\$ 37,647	\$ 37,037
Article Average	\$ 46,829	\$ 48,295	\$ 49,835	\$ 50,584	\$ 51,237
Statewide Average	\$ 37,350	\$ 38,461	\$ 39,265	\$ 39,804	\$ 40,160

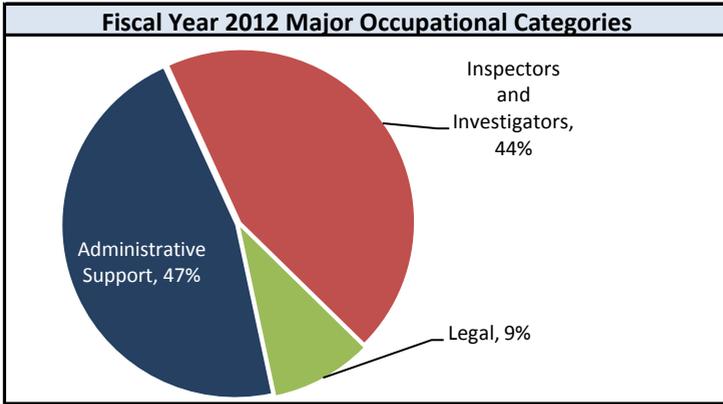
Note: With the exception of the executive director, average salary is for classified regular, full-time employees only.

### Number of and Total Dollars Spent on Salary Actions

	Fiscal Year 2011		Fiscal Year 2012	
	Actions	Dollars Spent	Actions	Dollars Spent
Promotions	2	\$ 4,686	1	\$ 825
Merits	0	\$ 0	1	\$ 900
One-Time Merits	9	\$ 20,000	13	\$ 50,100
Equity Adjustments	0	\$ 0	0	\$ 0
Reclassifications	0	\$ 0	0	\$ 0
<b>Totals</b>	<b>11</b>	<b>\$ 24,686</b>	<b>15</b>	<b>\$ 51,825</b>

<sup>a</sup> Turnover, salary trends, and salary action information was prepared from quarterly and year-end summary information received from the Comptroller of Public Accounts' Uniform Statewide Payroll/Personnel System (USPS), the Human Resource Information System (HRIS), and the Standardized Payroll/Personnel Reporting System (SPRS). Unless otherwise indicated, these data are reported for classified regular, full-time and part-time employees. Salary and benefit information was taken from the Uniform Statewide Accounting System of Texas.

## Job Classifications<sup>b</sup>



### Agency Job Classifications

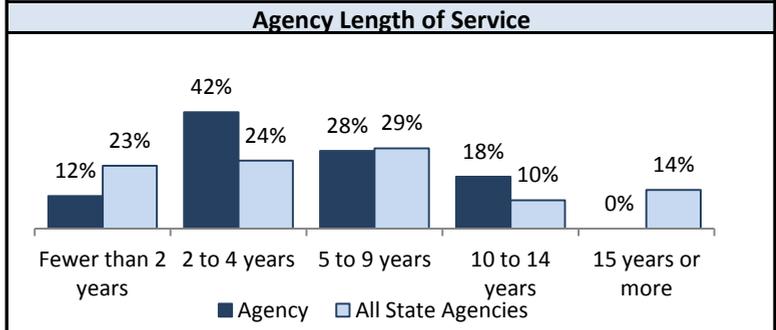
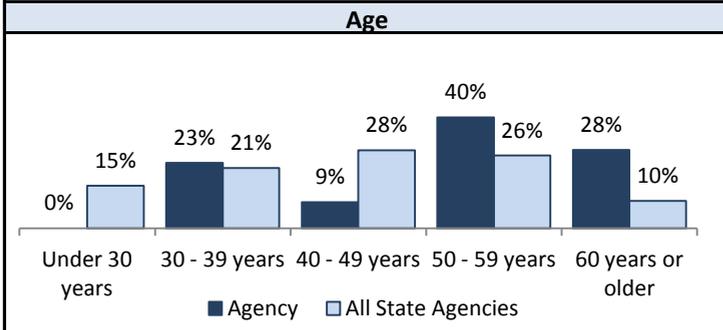
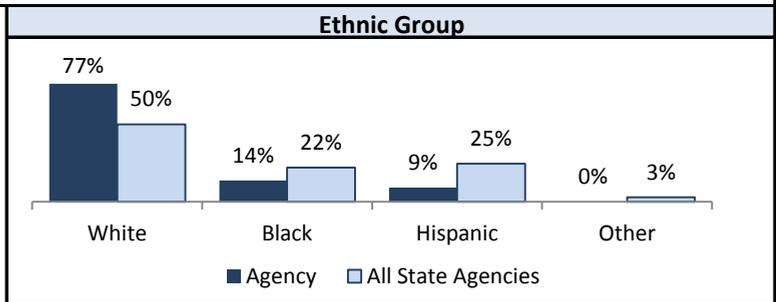
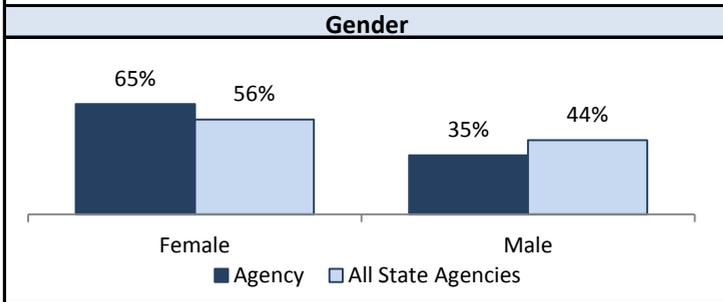
In fiscal year 2012, the majority (65.1 percent) of employees were classified in the following job titles: Administrative Assistant (37.2 percent) and Investigator (27.9 percent).

### Classification Compliance Audits

During the past two years, the agency did not participate in any classification compliance audits.

## Fiscal Year 2012 Workforce Demographics<sup>b</sup>

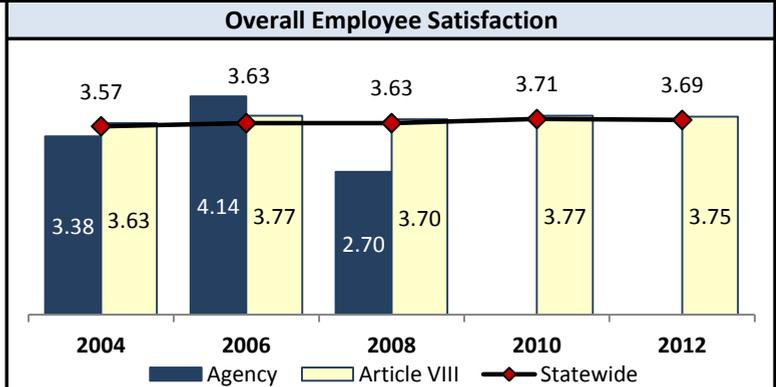
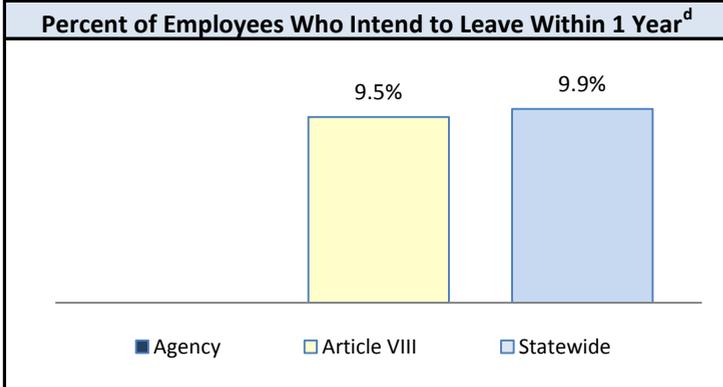
On average, employees at the agency were 51.2 years of age and had 5.8 years of agency length of service. Of the agency's employees, 76.7 percent were 40 years of age or older, and 53.5 percent had fewer than 5 years of agency length of service.



<sup>b</sup> Job classification and demographic information was prepared from quarterly and year-end summary information received from the Comptroller of Public Accounts' Uniform Statewide Payroll/Personnel System (USPS), the Human Resource Information System (HRIS), and the Standardized Payroll/Personnel Reporting System (SPRS). Data includes classified regular, full-time and part-time employees. Demographic data may appear skewed for agencies with fewer than 50 employees.

## Survey of Employee Engagement<sup>c</sup>

The Survey of Employee Engagement, administered by The University of Texas at Austin, is an instrument that measures employees' job satisfaction and employees' perceptions of the effectiveness of the agency. Scores range from 1 to 5, with 5 being the highest. The agency did not participate in the most recent survey cycle.



<sup>c</sup> Information on the Survey of Employee Engagement was received from the Organizational Excellence Group at The University of Texas at Austin.

<sup>d</sup> Percentage is based on the number of employees who answered the question.