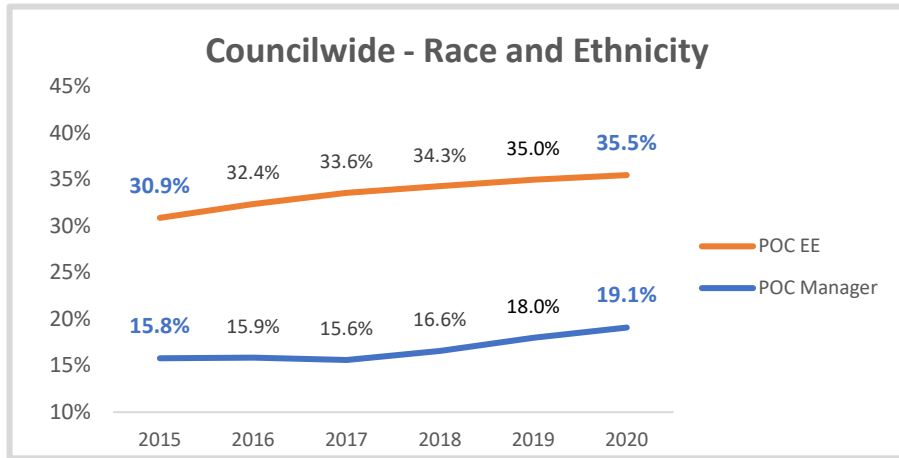




COUNCIL WORKFORCE DATA YEAR-END 2020

01/01/2020 through 12/31/2020

WORKFORCE COMPOSITION – RACE AND ETHNICITY



Total Employee	2015	2016	2017	2018	2019	2020
	4,152	4,225	4,238	4,279	4,294	4166

TRENDS/OBSERVATIONS

The Council has made steady improvements in people of color (POC) representation in the overall employee population and in management positions since 2009. Every division has improved over 2019.

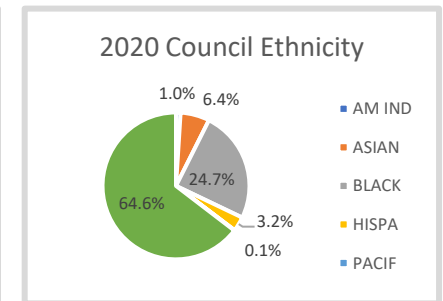
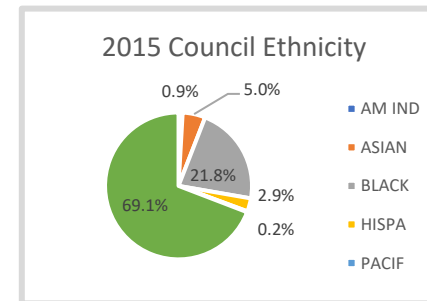
	POC Manager			POC EE		
	2009	2019	2020	2009	2019	2020
MT	14.7%	20.3%	21.5%	32.7%	40.8%	41.5%
ES	9.6%	10.3%	10.7%	7.5%	13.4%	14.0%
RA	6.7%	14.7%	16.7%	14.0%	24.0%	24.5%

The Council is improving its representation of POC compared to the TC Metro Region Civilian Workforce (2014-2018):

- **23.4%** Total Workforce POC workforce
- **12.3%** Execs/Mgr POC workforce

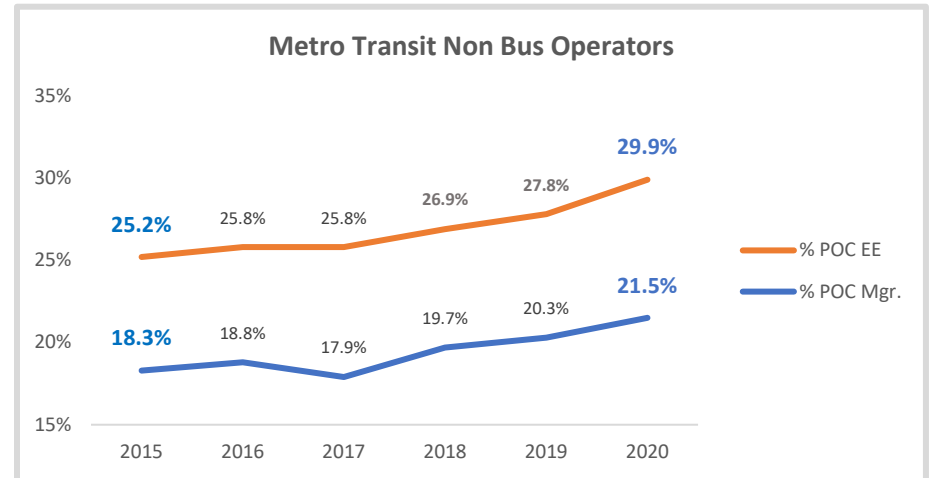
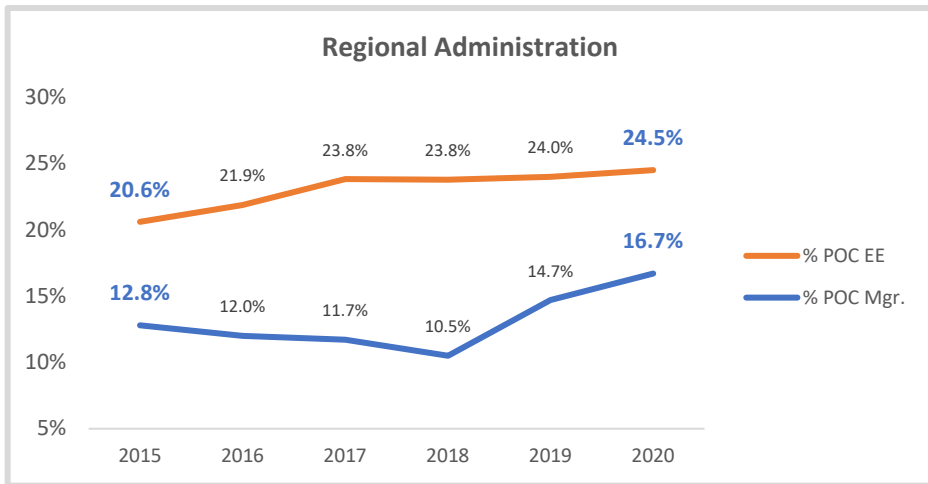
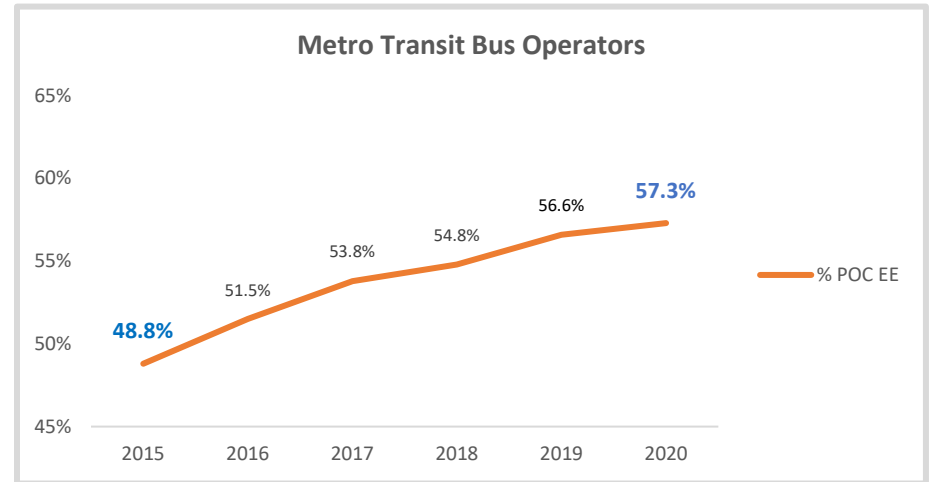
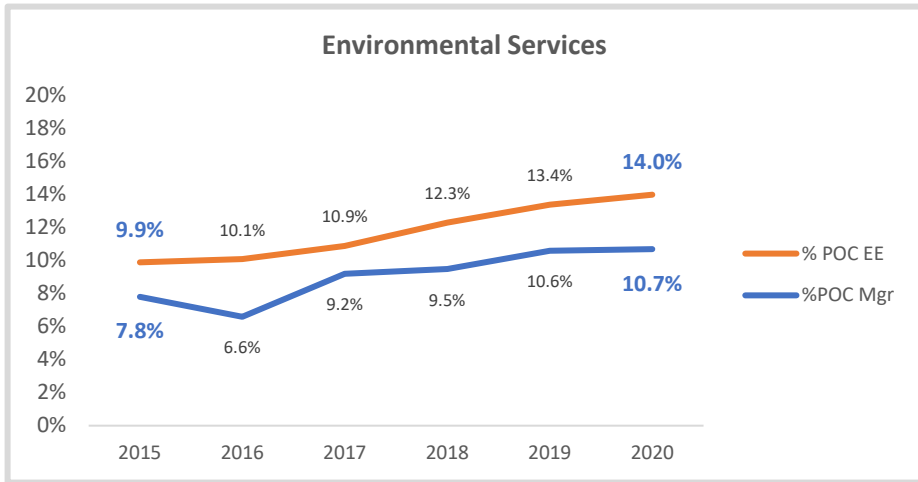
OTHER 2020 INFORMATION

- Average age: 49 years old
- Average tenure: 10.9 years (2019: 10.3 years)
 - ES at 10.8; RA at 9.6; Bus Operators at 10.6; Non-Bus operators 11.5
- Disabled: 2.1% (up from 1.5% in 2015) *self-reported status at hire*
- Veteran: 9% (down from 10% in 2015) *self-reported status at hire*
- Council workforce by division:
 - ES: 630 (15.1%)
 - RA: 473 (11.4%)
 - MT: 3,064 (73.5%)
 - Bus Operators: 1,303 (42.5%)
 - Non-Bus Operators: 1,761 (57.5%)



	2015	2020	2015/2020 Change	TC Regional Workforce ACS
AM IND	0.9%	1.0%	.1%	0.4%
ASIAN	5.0%	6.4%	1.4%	7.0%
BLACK	21.8%	24.7%	2.9%	8.1%
HISPA	2.9%	3.2%	.3%	5.6%
PACIF	0.2%	0.1%	-.1%	.01%
WHITE	69.1%	64.6%	-4.5%	76.6%

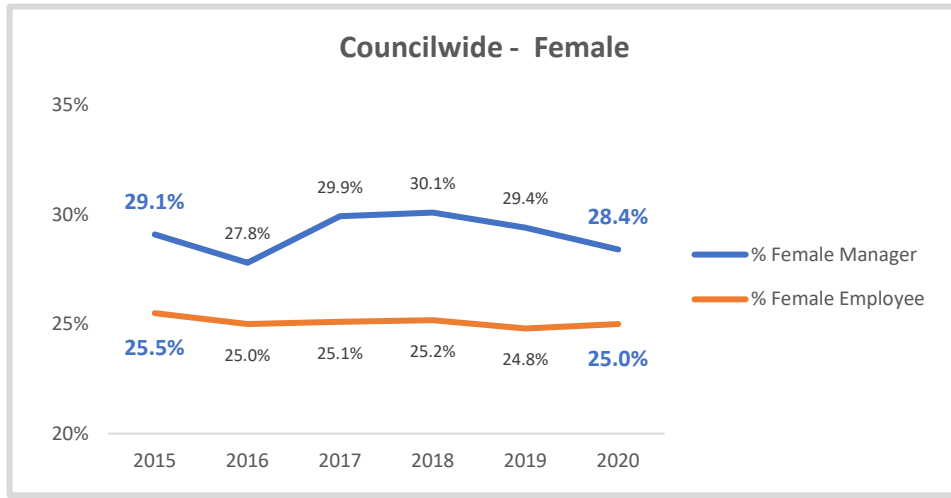
WORKFORCE COMPOSITION BY DIVISION – RACE AND ETHNICITY



Metro Region Civilian Workforce (2014-2018):

- **23.4%** Total Workforce POC workforce
- **12.3%** Execs/Mgr POC workforce

WORKFORCE COMPOSITION – GENDER



The female gender composition of the Council’s workforce saw declines in most divisions except for ES managers and MT overall employees.

The Council representation of women is lower compared to the TC Metro Region Civilian Workforce (2014-2018).

- **48.2%** Total workforce female
- **41.0%** Exec/Management workforce female

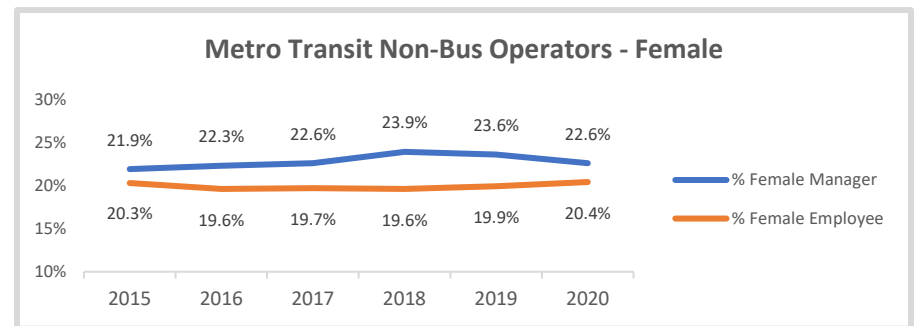
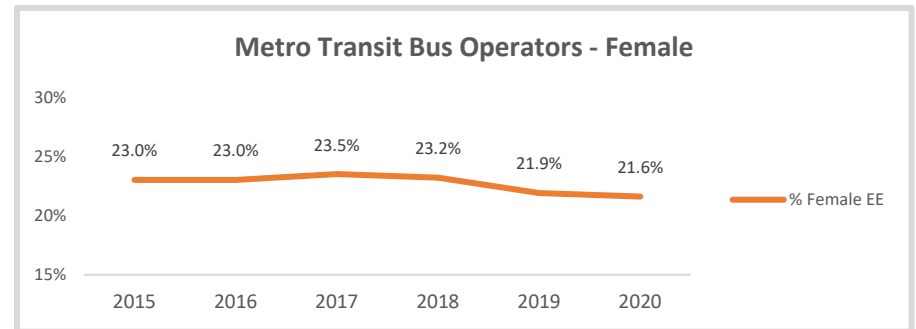
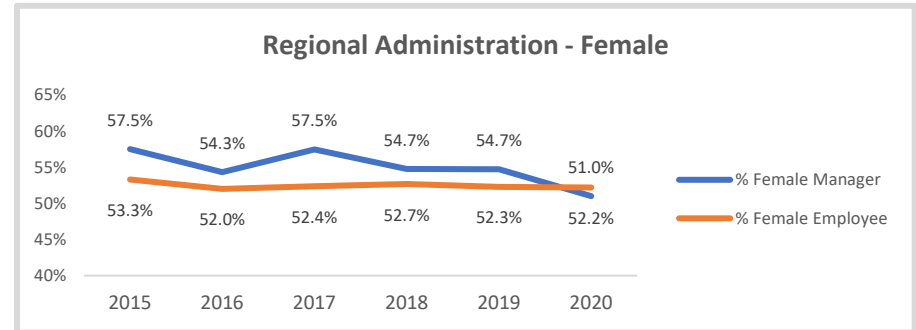
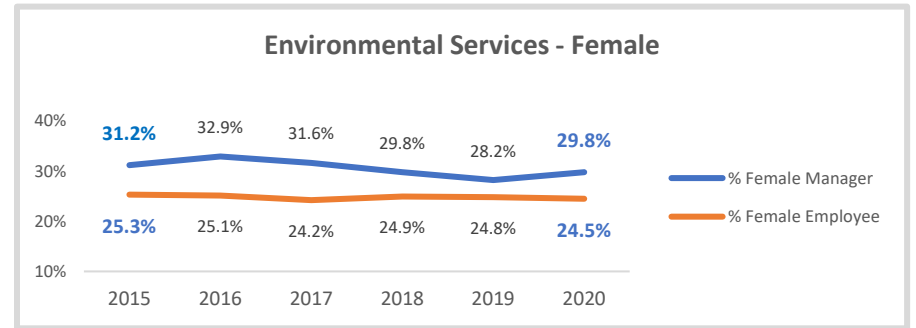
However, jobs at the Council are male dominated in the region. The Council compares favorably for these types of jobs in the region. For example:

Motor Vehicle Operators: **11.6%** female

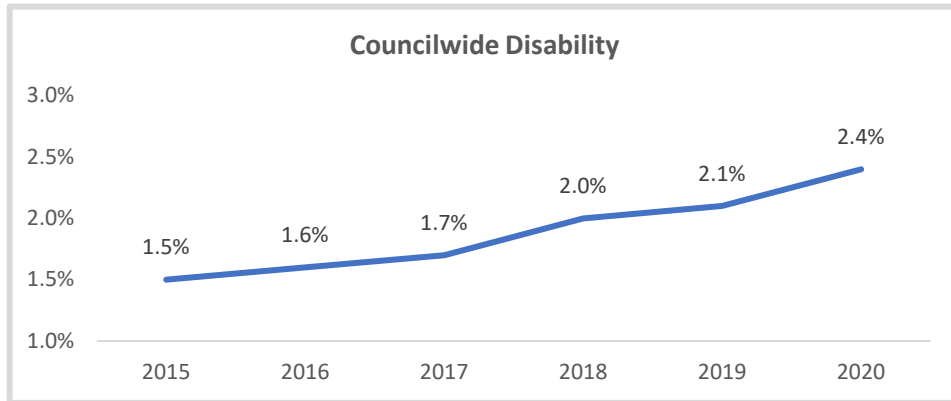
Rail Transportation Workers: **8.5%** female

Other Transportation Workers: **15.1%** female

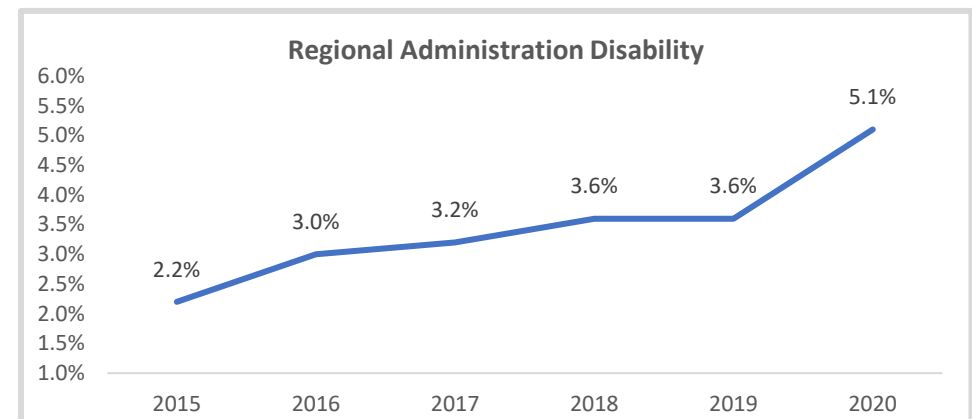
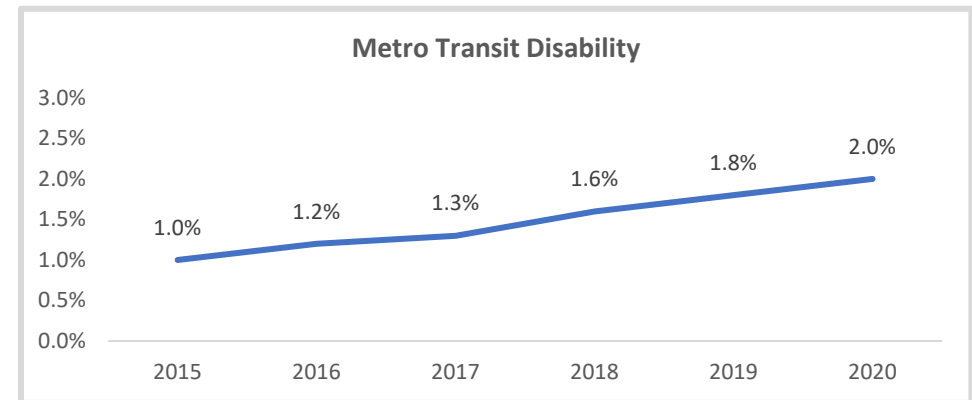
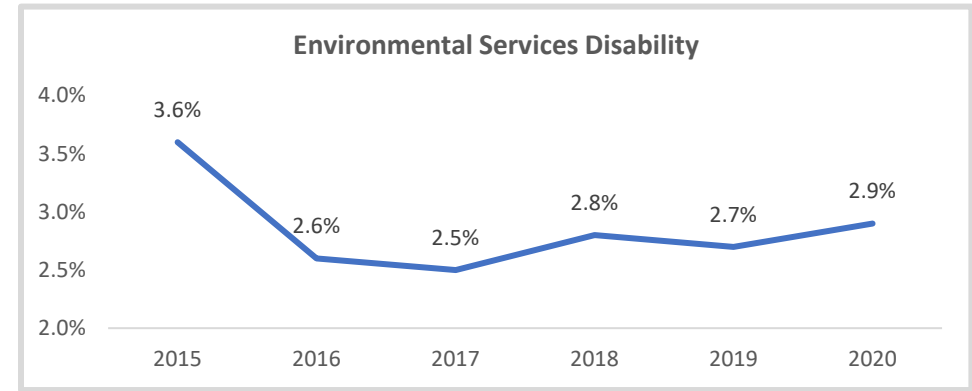
Vehicle and Mobile Equipment Mechanics: **2.5%** female



WORKFORCE COMPOSITION – DISABILITY

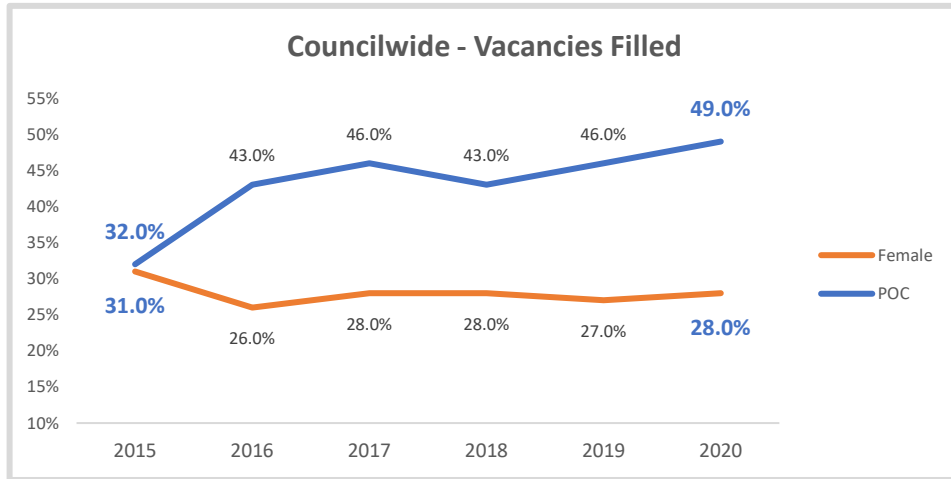


- This info is new to the Workforce data report.
- Disability is self-reported; candidates and employees are reluctant to report this information so we believe these numbers underrepresent disability in the Council's workforce
- HR and OEO will be working to create:
 - Strategies to increase people with disabilities in our applicant pools
 - Campaign to encourage employee disclosure of disability
 - Manager training on hiring and engagement practices helpful to employees with disabilities
 - Internship program designed specifically for people with disabilities



VACANCIES FILLED

Includes new hires, promotions, rehires, lateral transfers, and temps greater than 6 months



Total Vacancies Filled	2015	2016	2017	2018	2019	2020
	588	654	563	643	630	358

- A soft hiring freeze was in effect for most of 2020 due to the pandemic
- Of the 357 vacancies filled, 135 were filled internally (37.8%)
- See vacancies by EO code pg. 19
- Highest volume vacancies filled:
 - ✓ Bus operators - 95
 - ✓ Mechanic type – 33
 - ✓ Train operator trainee - 18
 - ✓ Police officers – 17
 - ✓ Public facilities worker - 9
- EO Groups
 - ✓ 8-Service Maintenance = 142
 - ✓ 7-Skilled Craft = 57
 - ✓ 2-Professionals = 48
 - ✓ 1-Officials = 42
- Unions
 - ✓ ATU – 196
 - ✓ AFS – 58
 - ✓ NR = 37
 - ✓ TMS – 22
- Generations of the 222 hires new to the Council:
 - 55.0% Millennials (1979+)
 - 30.2% GenX (1965-1978)

- 14.4% Baby Boomers (1946-1964)

- 0.5% Traditionalist (<1946)

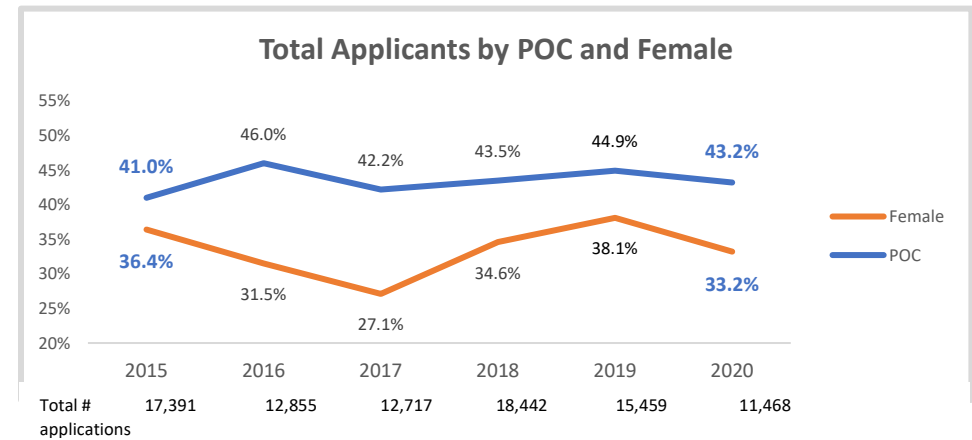
- Average time to fill open positions was 13 weeks, same as last year
- See hiring manager survey results pg. 18

DIVERSITY OF EMPLOYEES NEW TO THE COUNCIL BY JOB GROUP

	2020 POC	2019 POC	2018 POC	2020 Female	2019 Female	2018 Female
All new employees	51.4%	48.6%	46.1%	27.0%	27.3%	29.2%
New Professional	36.5%	21.6%	28.4%	49.2%	47.4%	45.0%
New Skilled Craft	21.9%	23.5%	16.3%	3.1%	7.8%	9.3%
New Operators	73.8%	66.4%	60.6%	20.6%	23.3%	23.4%

Orange - decreases

TOTAL APPLICANTS OF COLOR AND FEMALE



Total # applications	2015	2016	2017	2018	2019	2020
	17,391	12,855	12,717	18,442	15,459	11,468

Division	Total Apps Received in Division YTD	POC	POC HIRED	FEMALE	FEMALE HIRED
ES	1,930	26.3%	17%	30.4%	25%
CD	850	37.9%	42%	47.5%	58%
RA	2,365	41.7%		38.6%	
MTS	194	32.5%		31.4%	
MT NON-BUS	5,251	56.9%	43%	29.7%	26%
MT-BUS	887	75.6%	80%	23.4%	21%

MANAGEMENT VACANCIES FILLED

	2020 Management Vacancies*	2019 Management Vacancies	2020 % Female (25% of workforce)	2019 % Female (24.8% of workforce)	2020 % POC (35.5% of workforce)	2019 % POC (35% of workforce)
RA	12	13	41.7%	69.2%	33.3%	23.1%
ES	4	7	50.0%	42.9%	0	28.6%
MT	26	49	30.8%	18.4%	34.6%	22.4%
Total	42	69	35.7%	30.4%	31.0%	23.2%

(includes hires, rehires, and promotions)

- In 2020 we promoted women above their percentage in the Council-wide workforce and promoted people of color below their percentage in the Council-wide workforce for all divisions.
- Of the 42 manager vacancies filled, 28 were promoted from within (below):

	TOTAL	FEMALE	POC
RA	5	3	2
ES	3	0	0
MT	20	7	9

NEW HIRE SURVEY

- 55 new employees responded to the survey
- New hires pointed out their top 3 most important factors: work/life balance, benefits, Job responsibility
- 67% of new hires received a salary improvement from their previous position
- 69% of the new employees are from Metro Transit

Ratings on a 4-point scale

The communication and information I received throughout the recruitment and selection process was clear and time	3.4
The human resources recruiter was professional, knowledgeable, and helpful in the hiring process	3.6
The hiring manager was professional, knowledgeable, and helpful in the hiring process	3.5
I found the New Employee Orientation a beneficial way to learn about the Metropolitan Council	3.3
I was familiar with the Metropolitan Council and its work before I applied for this position	2.8

INTERNSHIP PROGRAM

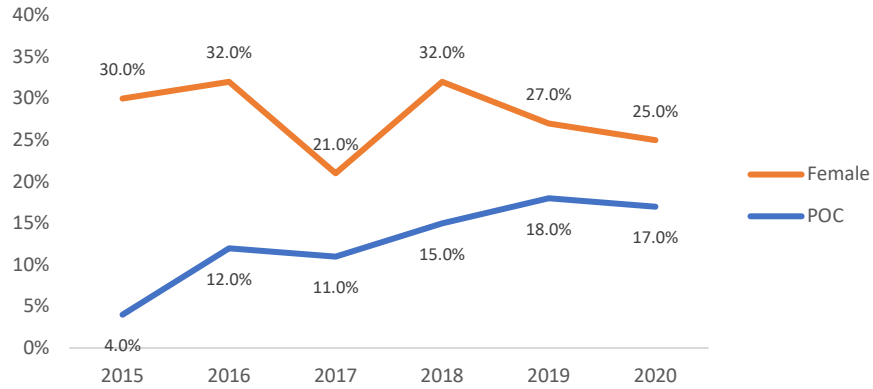
- The Council hired 25 Interns across the organization, canceling 76 Internships due to COVID-19
- In 2020, 60% of the interns hired were people of color, up from 46% in 2019, and 60% were female, up from 55% in 2019
- In 2020, 46% of internship applicants were people of color, down from 47% in 2019, and 51% were female, up from 50% in 2019
- In the last five years we have hired 14 former interns into regular positions.

Cancelled internships:

Division	Total Requests	Approved/ Hired	Cancelled
CD	6	2	4
ES	22	0	22
MT	51	15	36
MTS	4	1	3
RA	18	7	11
Total	101	25	76

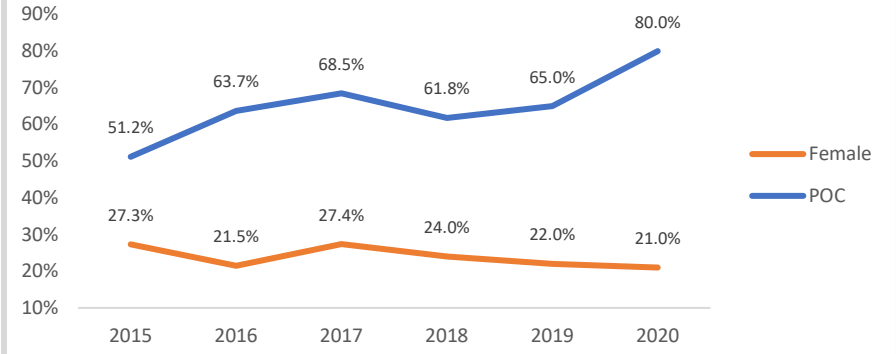
VACANCIES FILLED BY DIVISION

Environmental Services - Vacancies Filled



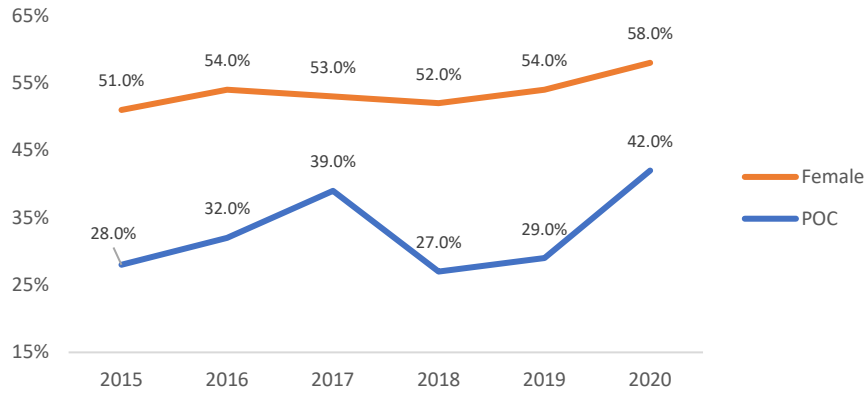
Total 46 75 56 85 71 53

Metro Transit Bus Operators - Vacancies Filled (Does not include Rail Operators)



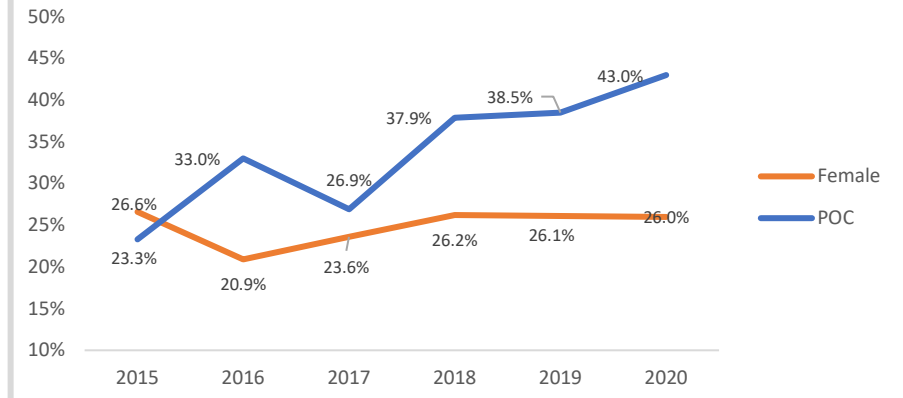
Total 205 289 270 262 262 95

Regional Administration - Vacancies Filled



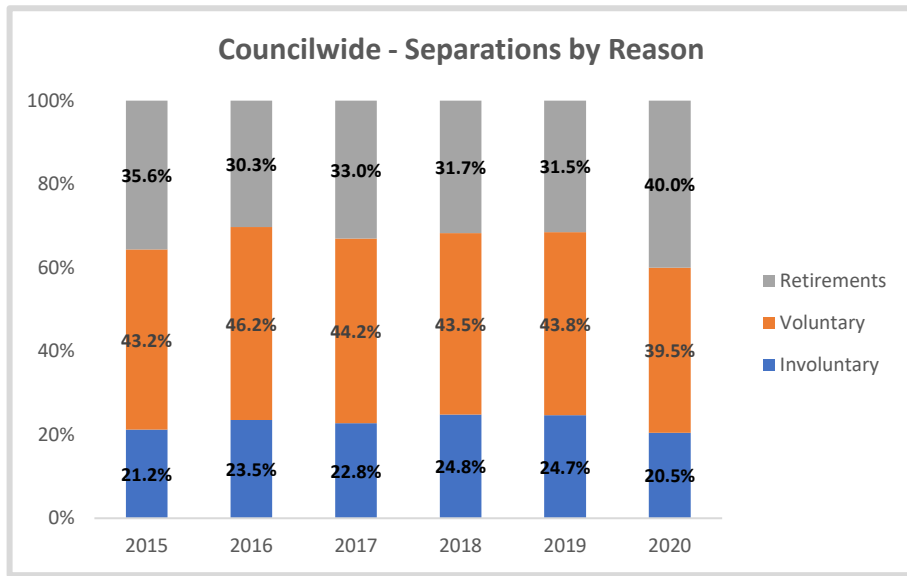
Total 82 74 51 77 63 43

Metro Transit Non-Bus Operators - Vacancies Filled



Total 252 191 182 206 234 167

SEPARATIONS



Total 410 442 452 460 514 385

Percentage is based on total separations

- Total employee separations down significantly this year with retirements up significantly
- 54.2% of all separations were Bus Operators
- 71.7% of Council voluntary separations occurred in the first five years of employment
- See four-year retirement projections pg. 20

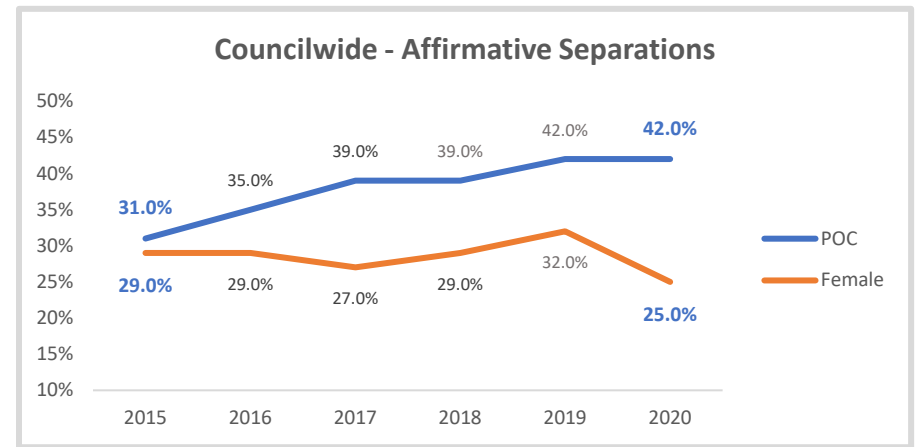
Voluntary Separations

	<1	1-5	6-15	16-25	25+	Total
ES	0	3	1	1	0	5
MT	43	52	33	3	0	131
RA	3	8	5	0	0	16
Councilwide	46	63	39	4	0	152

Retirement Projected/Actual

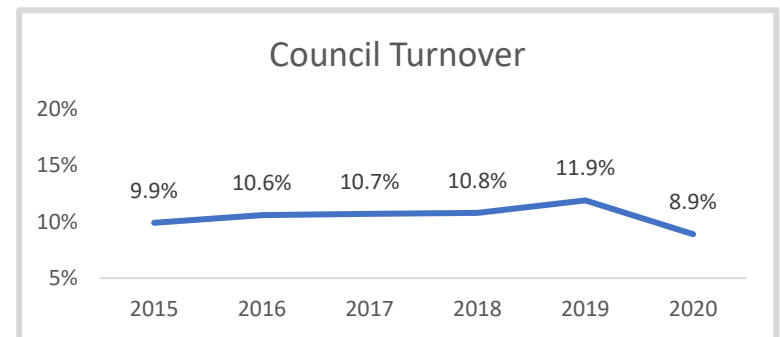
	Projected	Eligible*	Actual Retired 2020
ES	27	68	20
RA	15	36	11
MT Bus Operators	74	187	67
MT Non-Bus	55	186	56
Councilwide	160	409	154

*Eligible retirements are based on age 65+ and R90



Voluntary Involuntary Separations Only	# Female Sep	% Female Sep	% Female Wkfc	# POC Sep	% POC Sep	% POC Wkfc	Total Sep
ES	4	40.00%	24.5%	2	20.00%	14.0%	10
RA	17	77.30%	51.0%	9	40.90%	24.5%	22
MT - Bus	36	25.40%	21.6%	102	71.80%	57.3%	142
MT- Non-Bus	12	21.10%	20.4%	16	28.10%	29.9%	57
Council-Wide	69	29.90%	25.0%	129	55.80%	35.5%	231

- In 2020 women left all areas of the Council at a higher rate than their presence in the workforce; (vacancies filled with 28% women)
- People of color left all areas of the Council except Transit Non-Bus at a higher rate than their presence in the workforce; (vacancies filled with 49% POC)



EXIT SURVEY HIGHLIGHTS

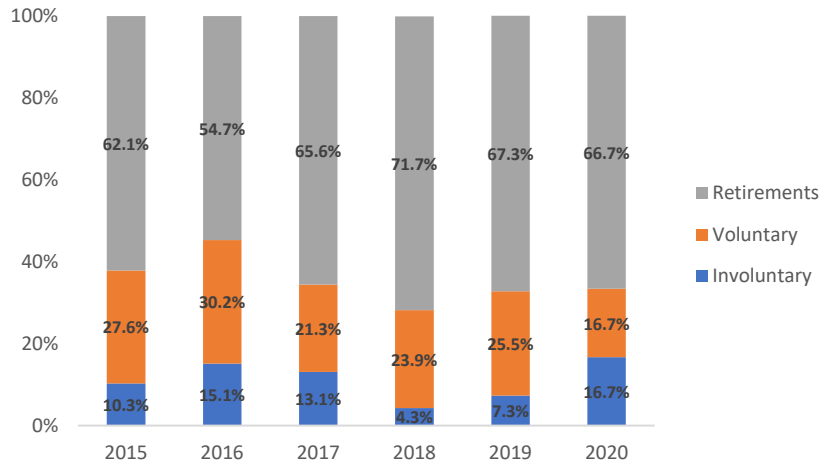
- 49 surveys completed - approximately 4 retirees and 5 interns (12.7% of separations)
- Top three reasons for leaving: Family/Personal Reasons, Relocating, Better Compensation/Benefits
- 82% would consider working at the Council again
- 92% would recommend the Council as a place to work
- 84% felt that salary is above average
- 93% that benefits are above average

	4-pt scale
About the job	Weighted Average
I had an opportunity to use my abilities and skills	3.5
I understood requirements of my positions	3.5
I received necessary training	3.2
I had access to all resources necessary to do my job	3.1
I had an opportunity to do what I do best every day	3.2
I received recognition of my contributions	3.1
I had an opportunity for advancement	2.8
There was cooperation within my department	3.2
There was cooperation with other departments	3.2
The mission of the organization made me feel that my job was important	3.2

About the work environment	
My supervisor understood my responsibilities	3.3
My supervisor seemed to care about me as a person	3.3
My supervisor/mentor encouraged my development	3.2
My supervisor considered my opinions/ideas	3.3
My co-workers were committed to doing quality work	3.4
In the last six months, someone at work has talked to me about my progress	2.9
My supervisor treated me with respect	3.4

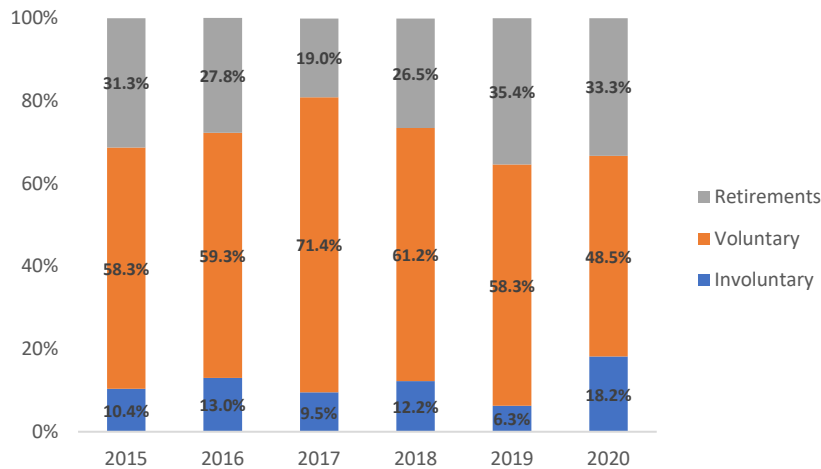
SEPARATIONS BY DIVISION

Environmental Services - Separations



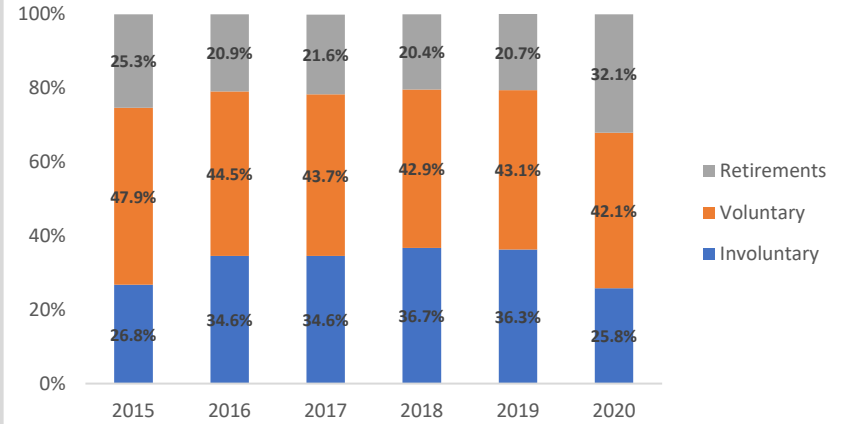
Total 58 53 61 46 55 30

Regional Administration - Separations



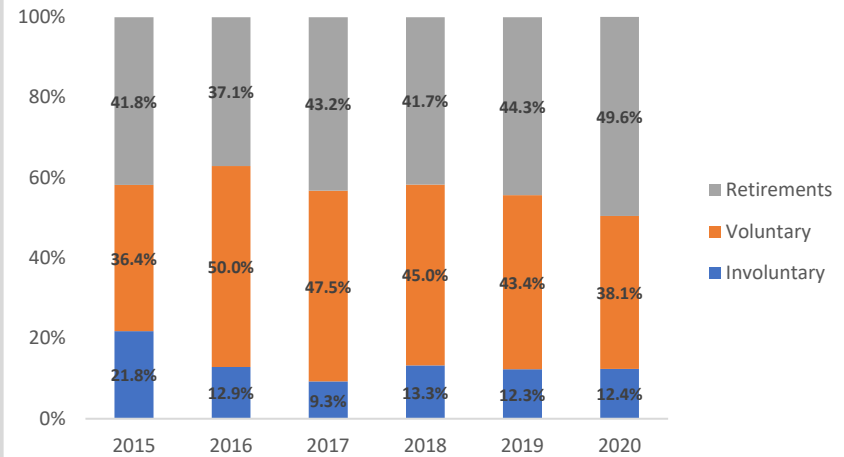
Total 48 54 42 49 48 33

Metro Transit - Bus Operator Separations
(Does not include Rail Operators)



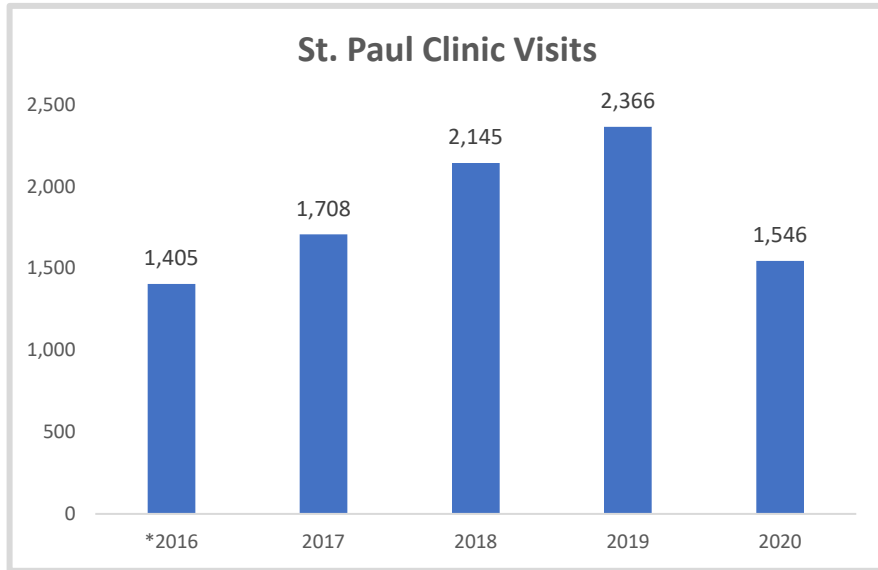
Total 194 211 231 245 295 209

Metro Transit - Non-Bus Operator Separations

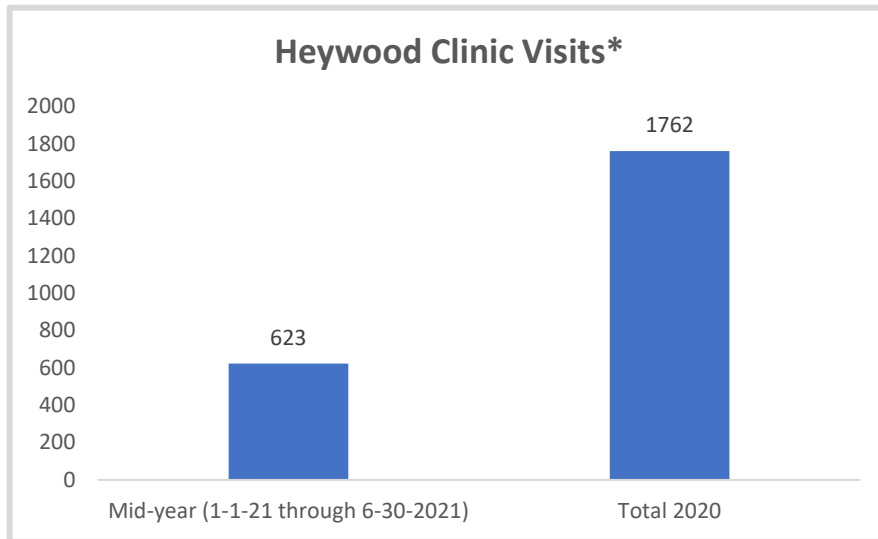


Total 110 124 118 120 116 113

EMPLOYEE BENEFITS



*Clinic opened March 2016



*Clinic opened January 2020

HEALTH and Wellness – Fit For Life

While COVID-19 shifted the amount of content and type of delivery of our wellness programming, we continued to provide a strategic wellness program designed to positively impact organizational culture of health, and to create health enhancing opportunities for employees with a focus on physical activity, nutrition, stress management and disease management. Activities included:

Physical Activity

- 190 onsite or online fitness classes and 23 walk clubs with a combined total of over 1500 video views and over 300 participants
- Assisted with closing and reopening 19 fitness rooms
- 238 online/in-person fitness assessments plus 48 presentations with 387 participants

Nutrition and Weight Management

- 14 online nutrition education and cooking demonstration sessions with 537 participants; 216 nutrition video views
- 32-1:1 nutrition consultations by phone video and 101 individual sessions with HealthPartners health coach
- Two campaigns over 16 weeks with 36 participants

Stress Management

- Met need for self-care information - 2,573 participants over 116 online seminars
- Hosted 12 resiliency multi-session programs over 50 weeks with 189 participants
- In January and February, 161 onsite massage sessions at FTH and Robert St
- 6 sessions with Sand Creek EAP COVID-19 and Coping with 810 participants

Disease Management/Prevention

- Launched Omada expanded offering June with 25 new enrollments
- 20 flu shot clinics with 387 participants (Sep); two mobile mammography events with 15 participants screened (Nov)
- Over 1,000 blood pressures tracked across the Council.

SAND CREEK UTILIZATION (% of workforce)

	Year End CW Utilization	ES	MT	RA
2016	8.8%	7.3%	9.0%	8.5%
2017	8.4%	5.2%	8.6%	10.0%
2018	8.2%	7.8%	8.5%	6.3%
2019	8.7%	5.4%	9.5%	7.9%
2020	8.0%	5.2%	8.1%	9.7%

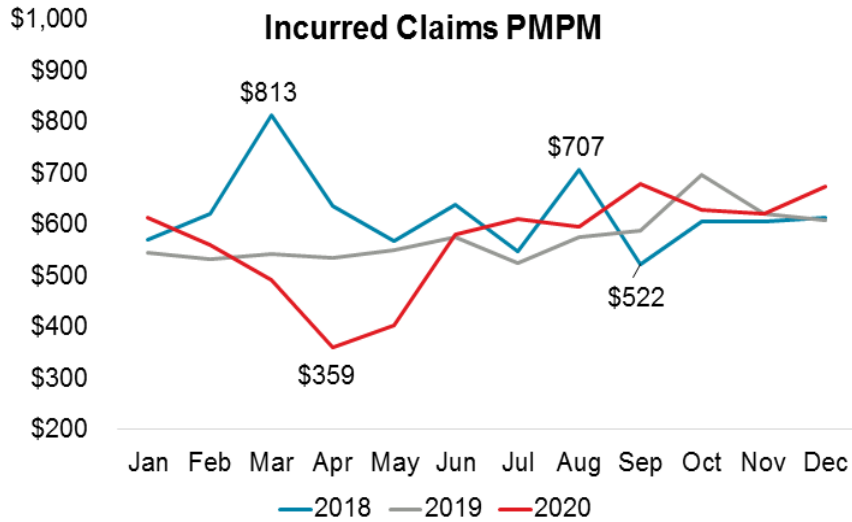
2020 Primary Presenting Problems

- Legal Referral – (49) 17.1%
- Mental Health – (26) 9.2%
- Stress – (16) 5.6%
- Job-relates – (11) 3.8%
- Job Stress – (10) 3.5%

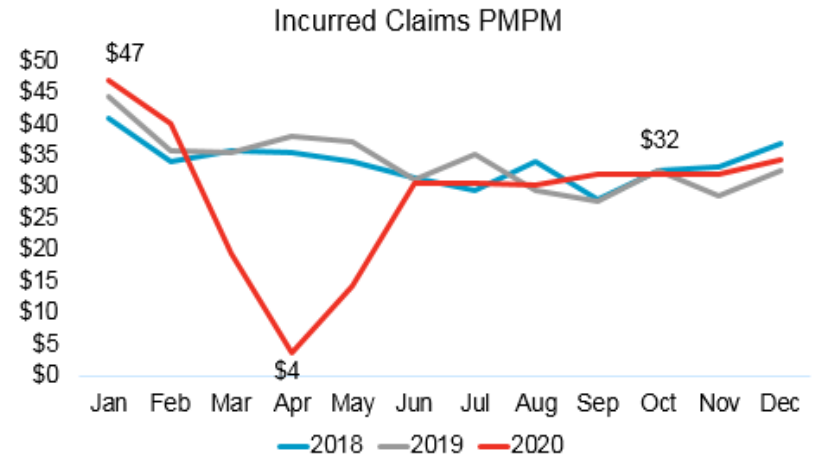
2020 Organization Services

- Webinar Training – 30
- Train Fatality or Incident -5
- Other (employee death, facilitation/training) – 7

COUNCIL SELF-INSURANCE MEDICAL



COUNCIL SELF-INSURANCE DENTAL



- Projected 2019 to 2020 PMPM trend is +0.3% for medical/pharmacy claims, driven by utilization suppression caused by COVID-19 pandemic
- Medical/pharmacy claims appear to have returned to historical norms and some addition suppression appears to be returning
- Projected 2019 to 2020 PMPM trend is -15% for dental
- Almost no claims incurred in April due to COVID-19; claims have returned to historic norms

LABOR RELATIONS

GRIEVANCE TYPE BY DIVISION

	MT	RA	ES
CONTRACT INTERPRETATION	63	0	1
DISCIPLINE – DISCHARGE	14	3	2
DISCIPLINE – OTHER	108	1	1
TOTALS	185	4	4

GRIEVANCE SUBJECT BY DIVISION

	MT	RA	ES
ACCIDENT/SAFETY	45	0	0
ATTENDANCE	5	0	1
CELL PHONE	7	0	0
CONDUCT	22	1	2
DRUG & ALCOHOL	0	0	0
FRAUD	2	0	0
OPERATION POLICIES	28	0	0
CONTRACT INTERP & OTHER	63	0	0
PERFORMANCE	13	3	1

GRIEVANCE SUBJECT – ATU ONLY

	BUS TRANSP	RAIL TRANSP	BUS MAINT.	RAIL MAINT.	MTPD	FAC MAINT.	TIC	NON- REV
ACCIDENT/SAFETY	37	1	6	0	1	0	0	0
ATTENDANCE	2	1	1	0	0	0	1	0
CELL PHONE	6	0	0	0	0	0	0	0
CONDUCT	12	3	3	0	3	0	1	0
DRUG & ALCOHOL	0	0	0	0	0	0	0	0
FRAUD	1	1	0	0	0	0	0	0
OPERATION POLICIES	10	18	0	0	0	0	0	0
CONT INTERP/OTHER	15	5	16	15	1	7	0	1
PERFORMANCE	8	1	1	1	1	0	0	0

GRIEVANCE & ARBITRATION ACTIVITY – METRO TRANSIT ONLY

	GRIEVANCES	ARBITRATIONS	ARBITRATIONS SETTLED	VETS PREF
AFSCME	1	0	0	0
ATU	174	8	36	4
ELE	0	0	2	0
TMSA	5	0	0	0
FULL TIME POLICE	4	0	0	0
POLICE COMMAND	2	1	1	1
MANA	4	0	0	0
OEN	0	0	0	0
MCH	3	0	0	0
TOTAL	193	9	39	5

- 193 grievances documented in 2020 - the actual number is higher because not all grievances are reported to Labor Relations.
- ATU grievances in 2020 were up slightly over number filed in 2019; there continues to be a substantial amount of activity in Rail Maintenance, although not all of that is through the grievance process
- There were an unprecedented six Vet Pref hearings in 2020, five with Transit employees; Council-wide hearing success rate for 2020 Vet Pref is 50%.
- Total of nine ATU arbitrations in 2020, with a 66% Council success rate; the number of cases that ATU moved to arbitration status increased by nearly 30% over 2019. The backlog is significant, however ATU will likely abandon most. LR staff and outside counsel have successfully settled an increasing number of cases in 2020, avoiding the additional expense of arbitration.

WORKFORCE DEVELOPMENT

The Workforce Development (WFD) unit, created in 2018, builds and administers innovative programs designed to create pathways into front line technical positions.

Accomplishments

- Reach the successful conclusion to the 5-year Metro Transit Technician program
- Launched a new construction training model, Building Strong Communities, that will help the Council meet contractor construction workforce inclusion goals
- Built and delivered a new workforce program for Environmental Services – Construction Inspector Program
- Adjusted program recruitment and delivery tactics to meet COVID-19 restrictions

MTT Cohort 3 / Program completion

The award-winning Metro Transit Technician program graduated its third and final cohort summer 2020. In the 5-year span of the MTT program, Metro Transit's percentage of mechanics of color increased by 50% and females by 200%.

	Cohort 1 2015 - 2018		Cohort 2 2016 - 2019		Cohort 3 2017 - 2020	
Male	11	Male	3	Male	10	
Female	0	Female	0	Female	5	
African	2	African	0	African	0	
American Indian	0	American Indian	0	American Indian	1	
Asian	2	Asian	1	Asian	6	
Black	0	Black	0	Black	3	
Hispanic	0	Hispanic	0	Hispanic	1	
White	5	White	2	White	4	
Other	2	Other	0	Other	0	
Hired at Transit	11	3	15			

Building Strong Communities

The BSC program represents a unique collaboration between a governmental agency and consortium of 12 local union construction trades. The objective of the BSC is to provide a union created and endorsed apprentice preparatory program that provides pathways for people of color and women into a number of registered apprenticeships.

All Council divisions who build capital projects supported the BSC program to their identified Contractor pool. The state's largest civil project, Southwest Light Rail, benefited from the BSC program by employing 4 participants into apprenticeship positions on the project. Additionally, nine participating trades accepted BSC participants into their registered apprenticeship program.

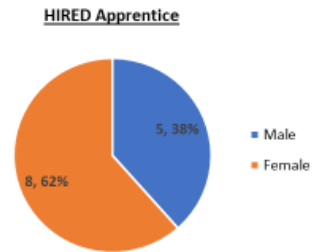
Building Strong Communities: 2020

32 BSC Participants:

13 - Participants HIRED as Apprentice

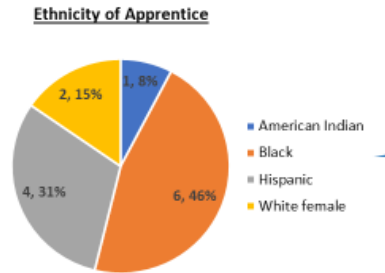
- 3 Iron Worker*
- 3 Laborers*
- 2 Pipe Fitters
- 2 Operating Engineers*
- 1 Cement Masons
- 1 Carpenters
- 1 Sheet Metal Workers

*Apprentices working on SWLRT project



2 - Apprenticeship program applicants

- 1 Sprinkler Fitter
- 1 Plumbers



10 - Active program participants, pursuing apprenticeship

7 - Removed from program

Construction Inspector Program

WFD assisted the MCES Construction Services department design and launch a new program – Construction Inspector Program. This 3-year pathway program will hire up to 3 individuals who will learn the foundational and industry specifics of the Construction Inspector positions. In collaboration with MCES, the CIP created a preparatory session for people of color and females to participate in this program.

At the close of calendar year 2020, a pool of 11 eligible applicants was established. Of the 11 applicants, 5 are female and 6 are men of color.

Metro Transit Technician Program

WFD continued managing the third and final MTT cohort. Sixteen participants earned their AA degree from Hennepin Technical College and concluded their 2-year internship. Fifteen interns became full time Metro Transit Bus Mechanics.

Metro Transit Bus Operator

WFD spent the first quarter of 2020 continuing to deliver Metro Transit Bus Operator Applicant support programming - CLP Express classes, on-site CLP testing, and application support; supported the one day hiring event. All suspended with COVID.

LEARNING AND ORGANIZATION DEVELOPMENT

Mentoring Works

- MentoringWorks 2020 involved 31 mentor/mentee matches and 62 participants, program redesign for ongoing/virtual programming
- 62% Female; 38% Male, 12% people of color

Leadership Academy Graduates

- March: 9 participants
- September: 6 participants

New Employee Orientation (NEO)

- NEO is currently (almost) virtual
 - NEO welcome and introduction to the council (eLearning via Learn)
 - Onboarding Checklist
 - Drug Awareness (eLearning via Learn) for safety sensitive employees
 - Bloodborne Pathogens/Right to Know – for safety sensitive employees

All Learning Institute, NMO and PMDP Converting to WebEx/virtual training

- Number of employees in LOD program categories disaggregated see pg. 19
- 17 of 82 employee promotions completed at least one LOD program

LOD LEARNING INSTITUTE PROGRAMS COMPLETED

LOD Programs Completed – # employees	ES	MT Non Bus	MT Bus Ops	RA	Total
Leading Others					
Management - 8 ILT and 2 online		2		2	4
Preparing for Supervision - 6 ILT and 5 online	2	6	2	2	12
Supervision - 7 ILT and 3 online		1			1
Leading Self					
Business Skills – 4 ILT and 6 online	2	4	1	1	8
Communication – 4 ILT and 6 online	1	2	2	1	6
Personal Effectiveness – 5 ILT and 7 online		2	1		3
Leading for the Future					
Leadership Academy		8	7		
Career Development – Mentoring Works	13	9		40	62
Total	18	34	13	46	111
2019					113

LOD ILT CLASSES CONDUCTED IN 2020

LOD Classes Conducted	Classes	Ave Eval	ES	MT Non Bus	MT Bus Ops	RA
Leading Others		4.4				
Management	8		36	17	10	56
New Manager Orientation	4		13	45		26
Preparing for Supervision	10		32	67	41	40
Supervision	7		13	61		4
Leading Self		4.6				
Business Skills	4		18	22	14	10
Career Enrichment	5		14	22	5	32
Communication	5		21	29	11	15
Personal Effectiveness	4		16	20	21	19
Leading for the Future		3.9				
Leadership Forum	3		47	160	1	19
Mentoring Works			22	16		62
Learn System Introduction	14		9	37	7	69
New Employee Orientation	23	4.6	28	32	65	43
Grand Total	89		269	528	175	395
2019	107					

LOD ONLINE COURSES

Number of online courses completed

Online Course categories	ES	MT Non Bus	MT Bus Ops	RA	Total	2019
LOD eLearning	1048	3192	29	552	4821	4916
Skillssoft	995	2443	76	345	3859	2108
VIVID Safety training	2585	1490	18	36	4129	2577

Number of employees who completed online courses

Online Courses categories	ES	MT Non Bus	MT Bus Ops	RA	Total	2019
LOD eLearning	641	526	8	115	1290	1769
Skillssoft	110	625	13	128	876	413
VIVID Safety training	657	260	2	8	927	810

OCCUPATIONAL HEALTH

DRUG AND ALCOHOL TESTING



Pos RATE: 2016 (.8%), 2017 (1.1%), 2018 (1.1%), 2019 (1.2%), 2020 (1.1%)

	Council-wide		MT		ES		RA	
	# of Tests	# Positives	# of Tests	# Positives	# of Tests	# Positives	# of Tests	# Positives
2020	2,759	22	2,447	21	312	1	0	0
2019	2,853	35	2,620	34	233	1	0	0
2018	2,294	25	1,924	19	310	6	60	0
2017	2,397	29	1,948	27	369	2	80	0
2016	2,313	25	1,844	19	322	5	147	1

COUNCIL-WIDE DRUG & ALCOHOL TESTS

Type of Test	Total Amount of Tests	Percent of Total Amount
Random - D	1,688	61%
Random - A	331	12%
Post-Accident (D&A)	85	3%
Reasonable Suspicion (D&A)	1	0%
Pre-Employment (D)	387	14%
Return to Duty (D&A)	7	0%
Follow-up (A)	130	5%
Follow-up (D)	130	5%

COUNCIL-WIDE POSITIVE DRUG TESTS

Division	Pre-Employment	Random	Follow-Up	Post-Accident
Council-wide	6	11	4	1
RA	0	0	0	0
ES	0	0	1	0
MT	6	11	3	1

COVID-19 LEAVE REQUESTS BY TYPE (6-13-2020 – 12-30-2020)

(1A/1B Employee Illness) (2 Family Illness) (3 School/Childcare)

Division	1A	1B	2	3	Total
CD	4	1	1	3	9
ES	108	22	15	51	196
MT	441	209	81	192	923
MTS				4	4
RA	9	6		3	18
Total	562	238	97	253	1150

- Metro Transit – 80.2% of all Covid-19 leaves
- Environmental Services – 17% of all Covid-19 leaves
- Employee/Family illness- 88% of all Covid-19 leaves
- School/Childcare – 22% of all Covid-19 leaves

INITIAL FMLA LEAVES APPROVED BY DIVISION:

	Approved	Denied	Incomplete	Total Initial Requests	% Approved
ES	152	20	1	173	87.9%
MT	1355	648	68	2,071	65.4%
RA	53	5	1	59	89.8%
CW	1,560	673	70	2,303	67.7%

FMLA LEAVE REQUESTS BY TYPE (1-1-2020 – 12-31-2020)

Division	Intermittent	Continuous	Total
ES	78	107	185
MT	1,375	998	2,373
RA	26	32	58
CW	1,479	1137	2,616

- Metro Transit – 90.7% of all Council FMLA leaves
 - 58% of all MT FMLA leaves approved for intermittent leave
 - 42% of all MT FMLA leaves approved for continuous leave
- Environmental Services – 7% of all Council FMLA leaves
 - 42% of all ES FMLA leaves were approved for intermittent leave
 - 58% of all ES FMLA leaves were approved for continuous leave

HIRING MANAGERS SURVEY

Question	2016	2017	2018	2019	2020*
The Talent Acquisition Specialist (TSA) who worked with you met or exceeded your service expectations?	3.6	3.7	3.8	3.6	3.6
The TSA provided regular communication and timely responses?	3.5	3.7	3.8	3.8	3.7
The TSA developed and facilitated a recruitment process and posting that was clear?	3.5	3.7	3.7	3.6	3.7
The TSA treated you with courtesy and respect?	3.5	3.8	3.9	3.9	3.9
Total	3.5	3.7	3.8	3.7	3.7

*AVERAGE BASED ON 56 TOTAL RESPONSES ON A FOUR-POINT SCALE

NUMBER OF EMPLOYEES IN LOD PROGRAM CATEGORIES

Distinct employees taking classes in each program category (A learner may take several classes in the program category)

Program Categories	ES			MT Non Bus			MT Bus Operators			RA			Total	2019
	Total	% Female (24.5%)	% POC (14%)	Total	% Female (20.4%)	% POC (29.9%)	Total	% Female (21.6%)	% POC (57.3%)	Total	% Female (51%)	% POC (24.5%)		
Leading Others	31	45%	10%	64	33%	34%	16	25%	56%	43	58%	26%	154	185
Leading Self	22	68%	14%	45	51%	20%	10	40%	70%	44	57%	18%	121	133
Leading for Future	47	23%	11%	160	22%	17%	1	0%	0%	19	68%	21%	227	577
Career Development	13	69%	16%	9	33%	33%				40	70%	13%	62	53
Customized	9	44%	0%	36	56%	17%	7	57%	29%	60	63%	20%	112	68

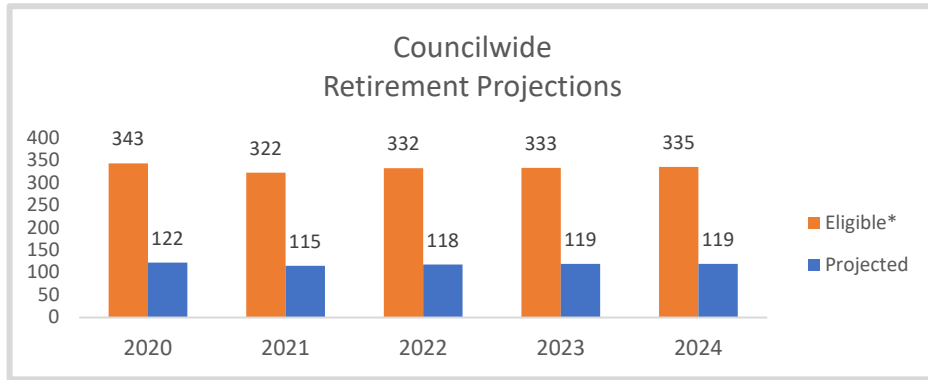
A total of 675 distinct employees attended LOD classes in 2020, which is approximately 16% of our employee population including NEO & NMO

VACANCIES FILLED BY OEO CODE

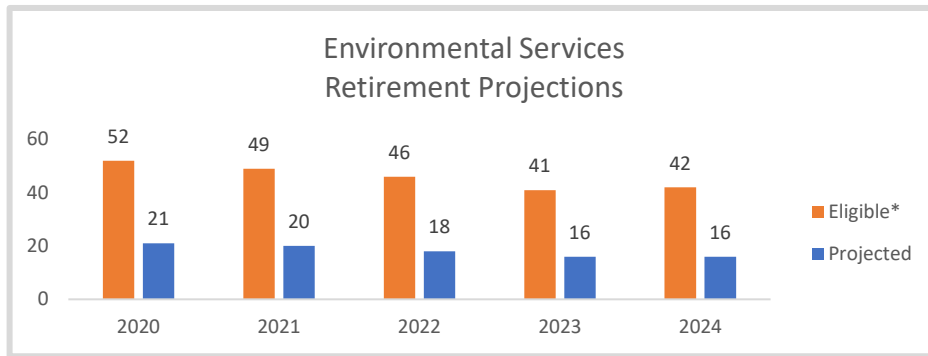
	ES	MT	RA	Total
1				
Officials-Ad (1stLine Mid Mgr)	4	23	4	31
Officials-Admin (Mgrs Tech)	1	2	1	4
Officials-Admin (Sr Managers)			6	6
Officials-Administrators (Execs)			1	1
	5	25	12	42
2				
Professionals (Administrative)	4	5	15	24
Professionals (Technical)	9	8	7	24
	13	13	22	48
3				
Technicians (Administrative)	4	16	4	24
Technicians (Technical)	8	3	4	15
	12	19	8	39
4				
Protective Service Workers		18		18
5				
Paraprofessional		1		1
6				
Admin Support (Secretarial)		2	1	3
Administrative Support (Clerk)		8		8
		10	1	11
7				
Skilled Craft (Electricians)	6			6
Skilled Craft (Mach/Mechanic)	8	23		31
Skilled Craft (Operators)	4			4
Skilled Craft (Elec/Mech/TPCT)		16		16
	18	39		57
8				
Service Mtce (Rail Op - LRT)		18		18
Service Mtce (Intrcpt/Lbrers)	5	22		27
Service Mtce (Transportation)		97		97
	5	137		142
Grand Total	53	262	43	358

PROJECTED RETIREMENTS**

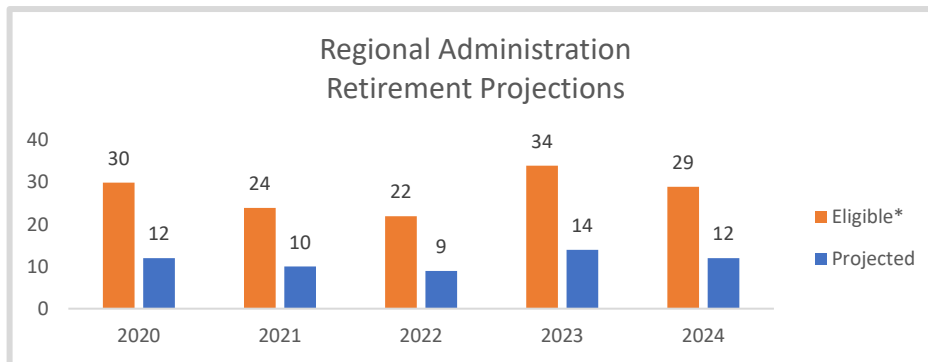
**Eligibility is based on Rule of 90 and employees 65 and older*



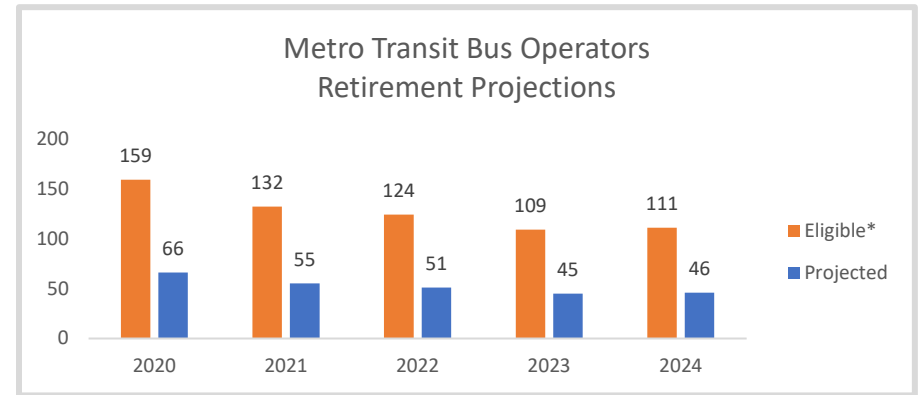
Of the 122 Councilwide projected, 154 retired



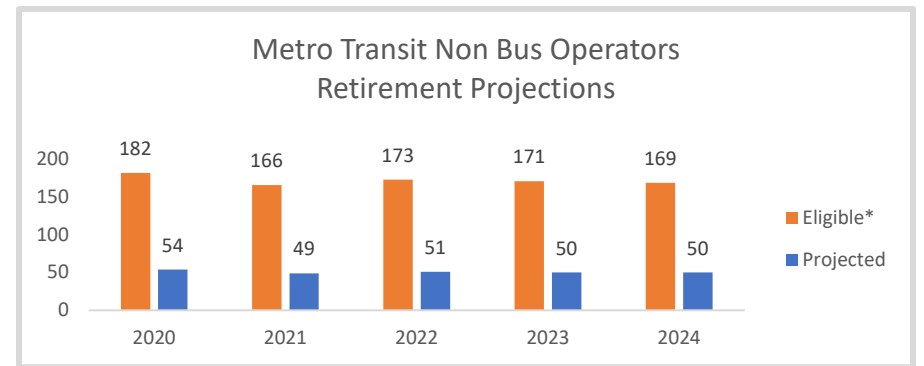
Of the 21 Environmental Services projected, 20 retired



Of the 12 Regional Administration project, 11 retired



Of the 66 bus operators projected, 67 retired



Of the 54 non bus operators projected, 56 retired

****Retirement data revised March 25, 2021**