AN OVERVIEW OF
THE STATE WORKFORCE

Kelly Hardwick
Executive Director
WHO WE ARE

As a centralized resource, MSPB is committed to ensuring a quality workforce.

• Our goal is to help agencies achieve their missions through their employees.

• MSPB ensures that state agencies, boards, and commissions remain in compliance with laws and policy.

• We oversee the pre-hire to retire process.

• We serve as a resource for personnel needs.
WHO WE SERVE

85,888 Full Time State Employees
As of June 30, 2021

- MSPB: 24,816 (71 Master Agencies)
- Teachers: 34,226
- Legislative: 343
- Community Colleges: 5,956
- IHL: 20,547
MSPB plays a unique role in state government.

We exist to serve other state agencies and their employees.
HOW WE SERVE
OUR DIVISIONS

Classification, Compensation, and Recruitment

CCR ensures that agencies are following applicable laws and policy and that agencies’ HR actions are fair and equitable.

Training & Development

OTD offers training courses to ensure state employees have the tools they need to meet their agencies’ missions. We offer specific programs designed for managers, administrative professionals, and HR staff. Trainings transitioned to virtual last year.

Employee Appeals Board

EAB provides a quasi-judicial outlet beyond the agency level for aggrieved employees to pursue when internal agency grievance procedures are exhausted. Three hearing officers individually hear appeals assigned to them.
RESOURCES FOR AGENCIES

Policy Templates
• Telework Templates
• Disciplinary Action Charts and Templates
• Workplace Harassment Policy Template

eLearning Webcasts
• Workplace Discriminatory Harassment Awareness and Prevention
• Active Shooter Situations: What Should You Do?
• Ethics in State Government

HR Guidance
• Talent Development Guide
• Pandemic Guidance
• Performance Review System Training
SHARING HUMAN RESOURCES PROGRAM

For agencies with fewer than 30 PINs, MSPB offers the Sharing Human Resources Program.

- As part of the SHRP program, MSPB will process HR actions for state agencies.

- We are currently serving **21 of 27** eligible agencies.

- This voluntary program is available to eligible agencies at **no additional cost**.
OUR STATE EMPLOYEES
OUR STATE EMPLOYEES

15 state agencies have a majority of their workforce employed outside Metro Jackson.

- Caucasian: 46%
- African American: 52%
- All Other Races: 2%

Average Salary: $41,260
Average Age: 45.7
Average Years of Service: 9.5
Male: 38%
Female: 62%
EMPLOYEES BY AGE

- Gen Z (25 and younger): 5%
- Millennials (26 to 41): 33%
- Gen X (42 to 55): 37%
- Boomers (56 to 75): 25%
- Traditionalists (76+): Less than 1%
AVERAGE SALARY

The average salary for full-time state employees is $41,260.
Over the past 5 years, state government has seen more than a 14% decrease in the number of employees.

Since FY 2016, Mississippi state government has seen a decrease of 4,178 employees.
The average annual salary for state employees in Mississippi’s four adjoining states is $52,351.

The average American earns approximately $56,310 annually.
The majority of our workforce earns less than $40,000.
TURNOVER

Voluntary Separations

US 2016-20: Resignations and Retirements 13.38%
Mississippi 2016-20: Resignations and Retirements 16.83%
Mississippi 2021: Resignations 15.20%, Retirements 3.40%

State and Local Gov’t. Nationwide Average is calculated based on calendar year.
Mississippi data is calculated based on fiscal year.
POSITIONS WITH THE MOST RESIGNATIONS

Positions with the most resignations have remained consistent over time.

1. MH – Direct Care Worker Advanced
2. MH – Direct Care Worker
3. Correctional Officer Trainee
4. DCPS – Child/Family Protection Specialist I
5. MH – Active Treatment Tech Trainee
6. DOT – Maintenance Technician I
7. Medicaid Specialist
8. DOT – Maintenance Technician II
9. Nurse III
10. DHS – Eligibility Worker I
SUCCESSION PLANNING

With nearly one-third of our workforce eligible to retire within 5 years, MSPB is committed to helping agencies prepare for the future.
PROJECT SEC$^2$
CLASSIFICATION AND COMPENSATION INITIATIVE

WHAT ARE CLASSIFICATION AND COMPENSATION?

• Classification refers to a system that defines the duties, responsibilities, and authority level of positions and the knowledge and experience required to perform those duties.

• Compensation is the monetary value of the work that an employee performs.

Classification and compensation work together to create a system that provides consistent, fair, and equitable compensation for employees.
CLASSIFICATION AND COMPENSATION INITIATIVE

WHAT IS PROJECT SEC$^2$?
First major review and update of Mississippi’s classification and compensation system since 1981

Problems with the previous system:
• Too many classifications
• Misclassified employees
• Distorted pay ranges
• Classification process used as the de facto compensation plan

Solutions in the new system:
• Occupational groups and job families
• Properly classified employees
• Competitive and equitable compensation
• Opportunities for career path progression
WHO WAS INVOLVED IN THE PROJECT?

• KENNING CONSULTING

• PROJECT STEERING COMMITTEE:
  - PERS Mental Health
  - Medicaid Secretary of State’s Office
  - DFA Education
  - LBO MSPB

• SUBJECT MATTER EXPERT PANELS (STATE EMPLOYEES)

• MSPB PROJECT TEAM
**FAL 2019**
The project is initiated. MSPB makes the decision to begin the process of overhauling the state’s variable compensation plan.

**MAY 2020**
MSPB procures a contract with Kenning Consulting to provide services for the review, modification, and implementation of the state’s variable compensation plan.

**JUNE 2020 — SEPT. 2020**
MSPB staff reviews over 2,200 current job descriptions and creates approximately 700 role summaries. These role summaries are the foundation for the new classification plan.

**MARCH 2021**
All state employees complete Position Description Questionnaires to ensure they are in the appropriate job classifications.

**DEC. 2020 — JAN. 2021**
MSPB conducts meetings with subject matter experts in different fields across state government to validate the prepared role summaries.
APRIL 2021 – JUNE 2021
MSPB staff reads each PDQ submission and classifies each employee in the new system.

JULY 2021 – AUGUST 2021
MSPB establishes market-based, data-driven salary recommendations. The pay increases referenced in each agency’s appropriations bill are based on these recommendations.

SEPTEMBER 2021
The Mississippi State Personnel Board approves the pay grades, classification assignments, and preliminary implementation projections.

JANUARY 1, 2022
The project is implemented.

WINTER 2021
MSPB staff finalizes the variable compensation plan and presents to the Board for final policy approval.
It is the intention of the State of Mississippi to compensate its employees at a level sufficient to maintain market competitiveness necessary to recruit and retain a competent workforce as well as encourage excellence of performance.

In establishing salaries for state employees, MSPB will ensure that our rates are competitive with rates in the external labor market, consistent with legislative direction, and equitable within each agency and across all state agencies under MSPB purview.
RETAIN CURRENT HIGH PERFORMERS

+ RECRUIT QUALITY EMPLOYEES

+ ACCOUNTABILITY AND TRANSPARENCY

OUR ULTIMATE GOAL