



# **M - N C P P C**

**FY2011**

## **Personnel Management Review Employee Demographic Profile**

Prepared by  
the Department of Human Resources and Management  
April 2012

# The Maryland-National Capital Park and Planning Commission

## Personnel Management Review FY2011

### Employee Demographic Profile

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**Personnel Management Review**

**Fiscal Year 2011**

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Patricia Colihan Barney  
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Jeannette Glover  
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Ann McCosby  
Femi Padonu  
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James Adams  
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Joyce Disbrow  
DeWayne Williams  
**Production Staff**

# M-NCPPC Personnel Management Review FY2011

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# MEMO



DEPARTMENT OF HUMAN RESOURCES AND MANAGEMENT  
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

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April 18, 2012

TO: Francoise Carrier, Chair  
Elizabeth Hewlett, Vice-Chair

FROM: Patricia C. Barney, Executive Director 

SUBJECT: Personnel Management Review (PMR), fiscal year 2011

I am pleased to submit to you the Commission's 18<sup>th</sup> edition of the Personnel Management Review (PMR) for fiscal year 2011. This document is a valuable tool for both workforce planning and budget work sessions with the County Councils:

- **Trends** examines tendencies in our workplace and how we compare to external sources.
- **Selected Highlights** provides analysis on current conditions of our workforce.
- **Composition** includes data on full- and part-time career employees, such as gender, race/ethnicity, age, employment category, length of service, coverage by collective bargaining, and retirement eligibility.
- **Salary** details wages and grade distribution by employment category, gender, race/ethnicity, average salaries by grade, number of employees at top of grade, promotions, and a comparison of Cost of Living Adjustments.
- **Benefits** contains data on enrollment in medical plans, participation in the Employees' Retirement System and leave usage, and participation in the Tuition Assistance Program.
- **Turnover** provides details on reasons for leaving by job category, gender, and race/ethnicity.
- **Non-Career** section presents demographics on seasonal, intermittent, temporary, and term employees.
- **Department Demographics** include composition, length of service, salary ranges, and turnover.
- **Appendix** section includes a listing of the job occupational groups, current pay schedules, and medical plan enrollment costs.

The PMR is available for internal review on the Commission's Intranet and the public can access it on the Internet at [www.mncppc.org](http://www.mncppc.org). The Commission remains committed to delivering a statistically sound report.

## THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

### PERSONNEL MANAGEMENT REVIEW

#### TRENDS

1. Between FY12 and FY16, 68.0% of Officials/Administrators will reach normal retirement eligibility. This is a major succession planning issue.
2. Over the past five years, there have been incremental changes in the Commission's demographics. Total percent of minorities increased by 4% while white representation decreased by 4%.

#### Five-Year Demographic Distribution 2007-2011

|                         | 2007  | 2008  | 2009  | 2010  | 2011  |
|-------------------------|-------|-------|-------|-------|-------|
| <b>Asian</b>            | 3.8%  | 3.7%  | 3.5%  | 3.6%  | 4.0%  |
| <b>Hispanic</b>         | 4.5%  | 4.9%  | 5.0%  | 5.1%  | 5.0%  |
| <b>Black</b>            | 33.6% | 35.5% | 36.6% | 36.7% | 36.0% |
| <b>White</b>            | 58.1% | 55.3% | 54.0% | 53.9% | 54.0% |
| <b>American Indian</b>  | 0.7%  | 0.6%  | 0.7%  | 0.7%  | 1.0%  |
| <b>Women</b>            | 38.0% | 38.2% | 39.0% | 39.5% | 39.2% |
| <b>Men</b>              | 62.0% | 61.8% | 61.0% | 60.5% | 60.8% |
| <b>Total Population</b> | 1,980 | 2,063 | 2,172 | 2,107 | 2,019 |

3. The Commission's personnel turnover rate is lower than the 16.1% annual rate for calendar year 2011 for State and local government. Source: Bureau of Labor Statistics, Databases, Tables and Calculators by Subject, Job Openings and Labor Turnover Survey.

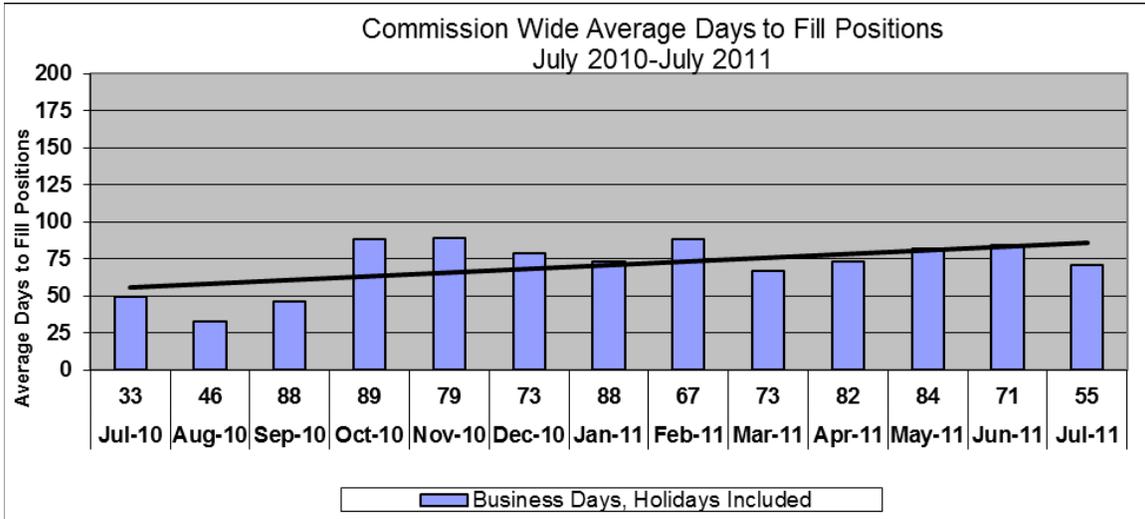
#### M-NCPPC Average Annual Turnover from FY07 to FY11

|      |      |      |      |      |
|------|------|------|------|------|
| FY07 | FY08 | FY09 | FY10 | FY11 |
| 7.7% | 6.8% | 6.2% | 7.4% | 8.0% |

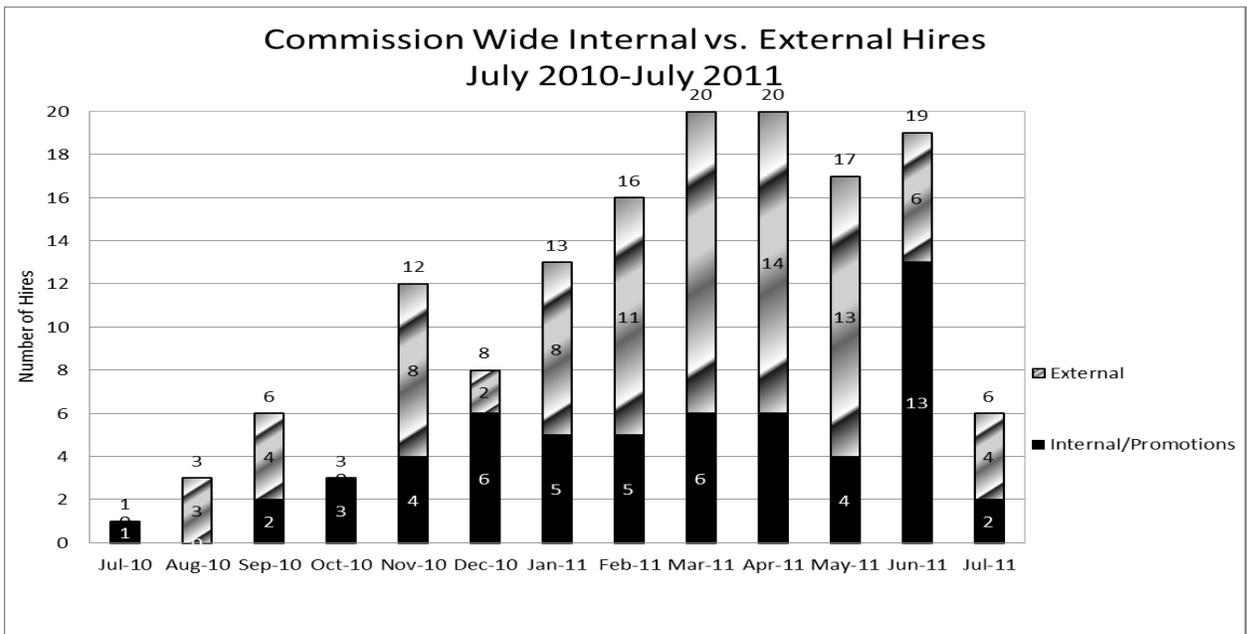
4. This fiscal year average salaries for females, males, whites and minorities declined. Whites and females average salary continues to be higher than minorities and males. The salary gap between whites and minorities declined.



- The Recruitment and Selection Services unit’s utilization of NEOGOV, an automated on-line applicant tracking system, continues to improve the recruitment process. This “green” initiative is providing a faster, more efficient recruitment process and the ability to improve the seasonal hiring process.



- From July 2010 to July 2011 there were 144 hires, and of that 57 or 39.6% were internal promotions.

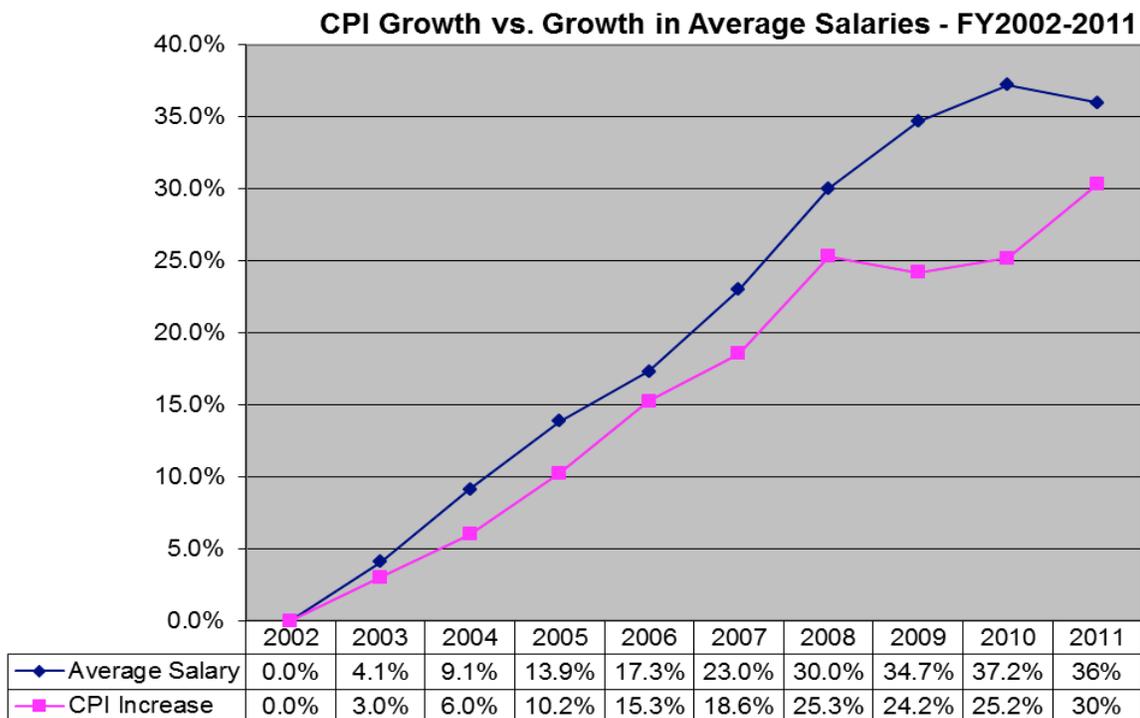


- 7. In July 2006, most employee pay scales were widened by the equivalent of two 3.5% steps and there were no employees at top of grade in FY07. The dip in employees at top of grade in FY09 is a result of the Retirement Incentive Program.

**Top of Grade  
FY08 to FY11**

| FY08       | FY09        | FY10         | FY11        |
|------------|-------------|--------------|-------------|
| 308 or 15% | 211 or 9.7% | 311 or 14.8% | 286 = 14.2% |

- 8. The Commission has 37.6% of employees in unions which is slightly higher than the 36.5% for union membership in State public administration and lower than 39.6% for local public administration. Source: US Department of Labor Bureau of Labor Statistics, Current Population Survey, 2011.
- 9. In 2011, Commission cumulative average salary growth exceeded the cumulative growth of the Consumer Price Index (CPI). The decline in salaries does not factor in furlough temporary pay reduction of 10 days for nonrepresented employees and between 64 and 50 hours for represented employees.



Source: U.S. Department of Labor Consumer Price Index, Urban Consumer Series, Baltimore-Washington Metropolitan Area.

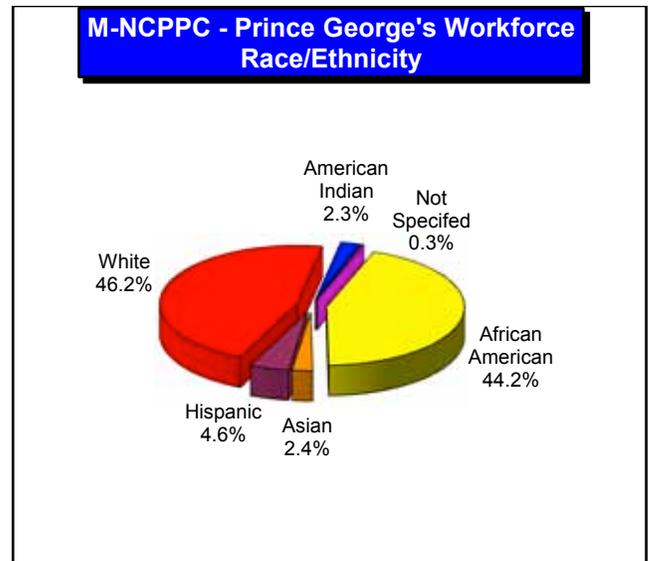
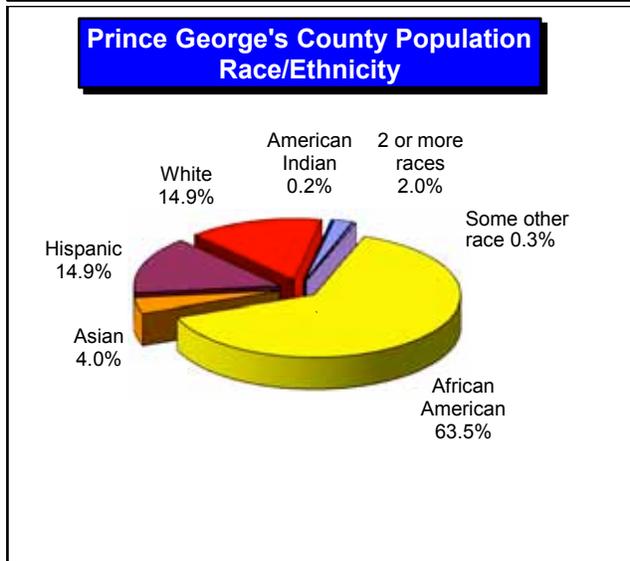
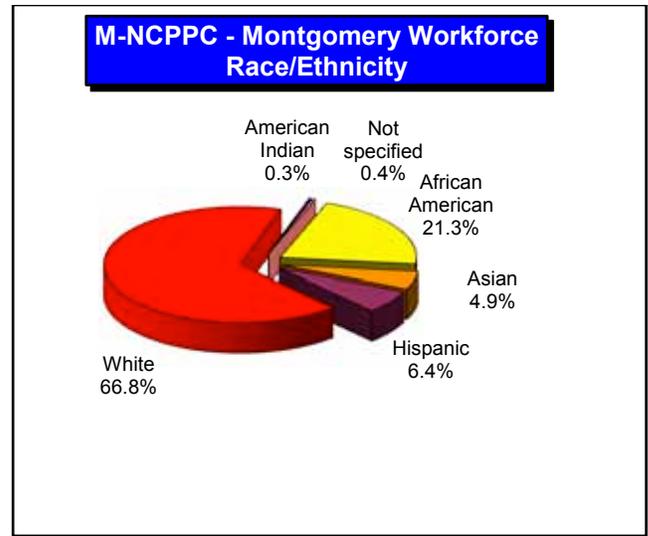
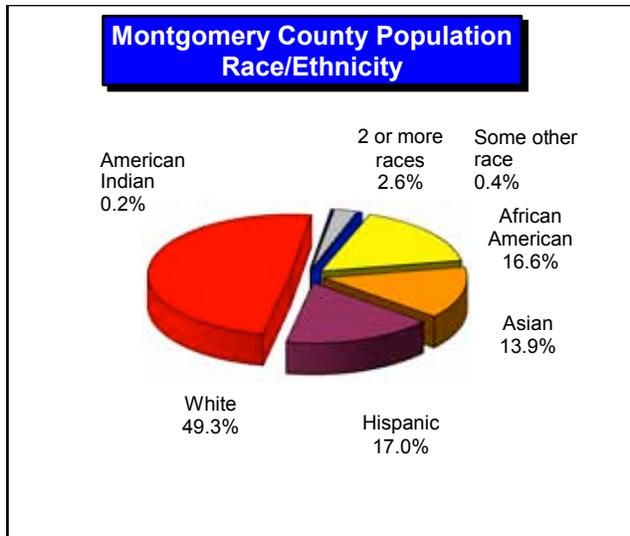
**10. Workers' Compensation Cost Per \$100 Payroll Comparison**

| <b>Agency</b>               | <b>FY06</b> | <b>FY07</b> | <b>FY08</b> | <b>FY09</b> | <b>FY10</b> | <b>FY11</b>                             |
|-----------------------------|-------------|-------------|-------------|-------------|-------------|---|
| <b>MC Government</b>        | <b>1.93</b> | <b>2.64</b> | <b>2.35</b> | <b>2.55</b> | <b>2.81</b> | <b>3.16</b>                             |
| <b>MC Public Schools</b>    | <b>0.61</b> | <b>0.51</b> | <b>0.45</b> | <b>0.50</b> | <b>.52</b>  | <b>.53</b>                              |
| <b>sM-NCPPC</b>             | <b>1.70</b> | <b>1.71</b> | <b>1.95</b> | <b>2.12</b> | <b>2.30</b> | <b>2.22</b>                             |
| <b>City of Rockville</b>    | <b>2.20</b> | <b>2.35</b> | <b>2.33</b> | <b>2.42</b> | <b>2.45</b> | <b>N/A</b><br>(no longer participating) |
| <b>City of Takoma Park</b>  | <b>3.56</b> | <b>3.15</b> | <b>2.81</b> | <b>3.53</b> | <b>3.22</b> | <b>N/A</b><br>(no longer participating) |
| <b>City of Gaithersburg</b> | <b>0.99</b> | <b>0.83</b> | <b>0.74</b> | <b>0.91</b> | <b>.97</b>  | <b>1.03</b>                             |
| <b>Revenue Authority</b>    | <b>1.69</b> | <b>1.18</b> | <b>1.06</b> | <b>0.99</b> | <b>1.04</b> | <b>1.03</b>                             |

The chart provides a comparison of Workers' Compensation rates. The rates are used to calculate the cost of Workers' Compensation insurance per \$100 of total payroll for each agency.

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION****PERSONNEL MANAGEMENT REVIEW  
SELECTED HIGHLIGHTS: Workforce Profile****July 1, 2010 - June 30, 2011  
(Fiscal Year 2011)****Composition - Career**

- The total career workforce for FY11 is 2,019. This includes 1,970 full-time career and 49 part-time career employees.
- Between FY10 and FY11, the Commission's career workforce decreased by 4.2% or a total of 88 employees.
- The employee population by gender is 1,228 or 60.8 % male and 791 or 39.2% female.
- The racial/ethnic composition of the workforce is 1,075 or 54.0% white and 944 or 46.0% minority. The minority workforce as a percentage of the total workforce is 36.0% African American, 4.0% Asian/Pacific, 5.0% Hispanic, and 1.0% American Indian.
- The change by race/ethnic group between FY10 and FY11 is:
  - Whites increased by 0.1%
  - African Americans decreased by 0.7%
  - Asians increased by 0.4%
  - Hispanics decreased by 0.1%
  - American Indians increased by 0.3%
- The racial/ethnic demographics of the Commission workforce compared to the populations of the respective Counties are reflected in the charts that follow:



Source for County Demographics: 2010 U.S. Census, U.S. Census Bureau, Research and Technology Center, Montgomery County Planning Department, March 2011. The 2011 American Community Survey will be released this summer. M-NCPPC workforce does not include Central Administrative Services. Prince George's County Population totals 99.8%. These charts are not meant to be a one for one comparison since the county statistics include all ages.

- In FY11, the largest number and percent of employees at the Commission falls into the Professional category. The greatest number of minority employees are in the Professional and Service Maintenance employment categories. Of the 944 minority employees, 43.2% or 408 are in the Professional category and 25.6% or 242 are in the Service/Maintenance category.

- The number of employees by job category is as follows:

|                                 | FY11 | FY10 | Change from FY10 |
|---------------------------------|------|------|------------------|
| Officials/Administrators        | 69   | 68   | 1.5%             |
| Professionals                   | 891  | 927  | -3.9%            |
| Technicians                     | 109  | 117  | -6.8%            |
| Protective Service <sup>1</sup> | 144  | 148  | -2.7%            |
| Para-Professional               | 90   | 98   | -8.2%            |
| Administrative                  | 124  | 138  | -10.1%           |
| Skilled Craft                   | 181  | 191  | -5.2%            |
| Service/Maintenance             | 411  | 420  | -2.1%            |

- The majority of female employees are in the Professional and Administrative employment categories. Of the 791 female employees, 58.9% or 466 are in the Professional category and 12.6% or 100 are in the Administrative category.
- By job category, the percent of positions held by minorities and females is as follows:

| Job Category             | Minorities (%) | Females (%) |
|--------------------------|----------------|-------------|
| Officials/Administrators | 28.9           | 37.6        |
| Professional             | 45.7           | 52.3        |
| Technicians              | 38.5           | 38.5        |
| Protective Service       | 40.9           | 27.7        |
| Para-Professional        | 55.5           | 81.1        |
| Administrative           | 58.8           | 80.6        |
| Skilled Craft            | 28.7           | 0.5         |
| Service Maintenance      | 58.8           | 10.4        |

Note: Minority females will appear in both categories.

<sup>1</sup> The definition of the Protective Services is found in the guidelines from the Equal Employment Opportunity Commission (EEOC). Under these guidelines, Officers in the ranks of Park Police Officer Candidate, Park Police Officer I through Park Police Officer IV are defined as Protective Services. EEOC defines the rank of Sergeant as Technical, Lieutenant and Captain are defined as Professional and the Commander is an Official/Administrator. These definitions differ from the rank determinations in Article 28, MD State Codes, which delineates members of the Park Police Collective Bargaining Unit as Park Police Officer 1 through IV, and Sergeant.

## Tenure

- The average length of service is 11.5 years; 50% of the employees have been here 9 years or less.
- The average length of service for females is 11.0 years and for males is 12.0 years. The average length of service is 13.1 years for whites, 11.7 years for Asian Americans, 10.3 for African Americans, 12.7 years for American Indians, and 9.7 years for Hispanic American employees.
- The average age of career employees decreased slightly from 45.6 years in FY10 to 44.9 years in FY11.
- Using the current employee population, 287 or 14.2% of the employees will have reached normal retirement eligibility in FY12. From FY12 through FY16, 613 or 30.3% of the employees will be eligible for normal retirement. (For explanation of normal retirement eligibility, see Benefits Section of these Highlights.)

## Collective Bargaining

- In FY11, 37.62% of the career employees have an exclusive representative for the purposes of collective bargaining.
- In FY11, the Fraternal Order of Police Lodge #30 represented 152 Park Police officers. This is 7.72% of the workforce.
- The Municipal and County Government Employees Organization (MCGEO), Local 1994, UFCW is the exclusive representative for the Service/Labor, Trades and Office bargaining units. Composition of the units:

The Service/Labor Unit is composed of 327 employees or 16.60% of the workforce.

The Trades Unit is composed of 144 employees or 7.31% of the workforce.

The Office Unit is composed of 118 employees or 5.99% of the workforce.

## Salaries

- The Commission's pay schedule for General Service Employees is built on 12 grades, with minimum, midpoint and maximum steps for each grade. The pay scale was installed in mid FY98 and reduced by half the number of pay bands. Additionally, there are pay schedules for Park Police and the Service/Labor bargaining units that are designed to accommodate the collective bargaining agreements. There are pay schedules for the Office/Clerical and Trades bargaining units that are derivatives of the General Service Pay Schedule, and there are pay schedules for Information Technology. Copies of pay schedules are included in the Appendix.
- The average salary for full-time Commission employees is \$64,181. The actual distribution of full-time employees by pay range indicates that approximately 0.5% earn \$29,000 or less; 48.7% earn between \$30,000 and \$59,000; and 50.7% earn \$60,000 or more.
- A special pay scale was established in FY01 for Information Technology. Average salary for employees on the Information Technology pay scale is \$85,976.
- The average salary for female employees is \$63,348. The average salary for male employees is \$62,159. The average salary for white employees is \$65,309 and the average salary for minority employees is \$59,568.
- The average salaries for represented employees are as follows:

|                 |          |
|-----------------|----------|
| FOP:            | \$63,663 |
| Trades:         | \$55,850 |
| Administrative: | \$49,463 |
| Service/Labor:  | \$43,209 |

## Budget Allocations

- Operating budget spent on group insurance is 5.98% for the General Fund.
- Percentage of budget allocated to employees' salaries and benefits is 71.18% for the General Fund.

## Promotions and Cost of Living Adjustments

- In FY11, 84 or 4.2% of employees received promotions. Of that 34 or 40.5% were females and 50 or 59.5% were males; and 40 or 47.6% were white and 44 or 52.4% were minority. There were 25 promotions in the Protective Service category and 30 in the Professional category.
- In FY11, there were 286 or 14.2% employees at top of grade.
- In FY11, no employees received cost of living or merit increases.
- From FY01 through FY11, there has been a cumulative COLA of 26.85% for non-represented M-NCPPC employees as compared with a cumulative COLA of 31.00% for non-represented employees of Montgomery County Government; and 23.25% for non-represented employees of Prince George's County Government.
- From FY01 through FY11, M-NCPPC Park Police Officers have received a cumulative COLA of 33.5%. During the same period of time, police in Montgomery County received a cumulative COLA of 29.2%, and police in Prince George's County received a cumulative COLA of 26.2%. Some of the COLAs were effective at different times of the year.

## Health Benefits – Career and Term Contract

- Career Employees may select from three medical plans for health insurance coverage. These include a Point of Service Plan (POS), UnitedHealthcare Choice Plus POS, and two Exclusive Provider Organizations (EPO), UnitedHealthcare Select EPO and CIGNA OAPIN (Open Access Plus In Network) EPO. The CareFirst Blue Cross Blue Shield POS and Aetna Select EPO were discontinued effective 12/31/2010. Term contract employees are not eligible to enroll in the POS plan, only the EPOs.
- The Commission also offers career employees vision, prescription, and dental plans; life, accidental death, dismemberment (AD&D), long term care, a sick leave bank, and long term disability insurance (LTD); employee assistance program (EAP), deferred compensation, access to legal services, and flexible spending accounts. Term contract employees are eligible for only, long term care, deferred compensation, and flexible spending accounts.
- The UnitedHealthcare Choice Plus POS (UHC POS) allows more flexibility as members can choose to use in-network providers or non-network providers. Members do not have to select a primary care

physician (PCP), but it is recommended. Most services are covered in full with some requiring a co-payment if in-network providers are used. Referrals to specialists are not required, but members should make sure that the specialists are participating in the Choice Plus POS Network to avoid higher out-of-pocket costs. Covered services rendered by a non-network provider are subject to an annual deductible and coinsurance.

- The UnitedHealthcare Exclusive Provider Organization (UHC EPO) allows members to use any provider in the network without a referral. A Primary Care Physician (PCP) may be selected. Most services are covered in full with some requiring a co-payment. Visits to a specialist are covered subject to the office visit co-payment as long as the specialist is a participating provider in the UnitedHealthcare Select EPO Network. There are no out-of-network benefits if you use a non-network provider.
- CIGNA OAPIN allows members to use any provider in the Open Access Plus Network without a referral. A Primary Care Physician (PCP) is not required. Most services are covered in full with some requiring a co-payment. Visits to a specialist are covered subject to the office visit co-payment as long as the specialist is a participating provider in the CIGNA Open Access Plus Network. There are no out-of-network benefits.
- Distribution by Medical plan participation is 51.0% in the UHC POS, 24.0% in the UHC EPO, 15.0% in the CIGNA OAPIN. There are 10.0% career employees who waived not to participate in any medical plan.

#### **Retirement Benefits – Career**

- The Commission offers a retirement system which has been mandatory since 1979 and is composed of four defined benefit plans:
  1. Defined Benefit Plan A is non-integrated with Social Security and has been closed to membership since December 31, 1978; 1.09% of the full and part-time career employees are in Plan A.
  2. Defined Benefit Plan B is integrated with Social Security; 87.33% of full and part-time employees are in Plan B.
  3. Normal retirement for employees in both Plan A and Plan B is age 60 with at least five years of credited service or 30 years of credited service regardless of age.
  4. Defined Benefit Plans C and D are the retirement plans for the Park

Police and account for 8.69% of the retirement plan participation. Normal retirement for Plan C is 25 years of credited service, regardless of age or age 55 with at least five years of service.

Normal retirement for Plan D is 22 years of credited service, regardless of age or age 55 with at least five years of service; Plan D was closed to new membership in 1993.

- At retirement additional credited service is granted for earned, but unused sick leave. Employees may use a maximum of 14 months towards qualifying for early or normal retirement.
- Participants who receive long-term disability (LTD) can receive free credited service until their normal retirement date, as long as they maintain their qualification for LTD.
- Over 100 employees participated in retirement incentive program.

### **General Benefits**

- In FY11, the Commission granted 10 Holidays and 3 personal days.
- In FY11, employees used an average of 58 hours or 7.25 days of sick leave; this is a 7.4% increase in usage of sick leave from FY10.
- In FY11, employees used an average of 87 hours or 10.8 days of annual leave; this is an increase of 13.0% from FY10.
- In FY11, 57 employees utilized the Tuition Assistance Program. This is a usage decrease of 41.2% from FY10.
- 6,612 hours were contributed to the Sick Leave Bank in the 2011 calendar year.
- 2,560 hours of the sick leave bank were used during calendar year 2011.

### **Turnover – Career**

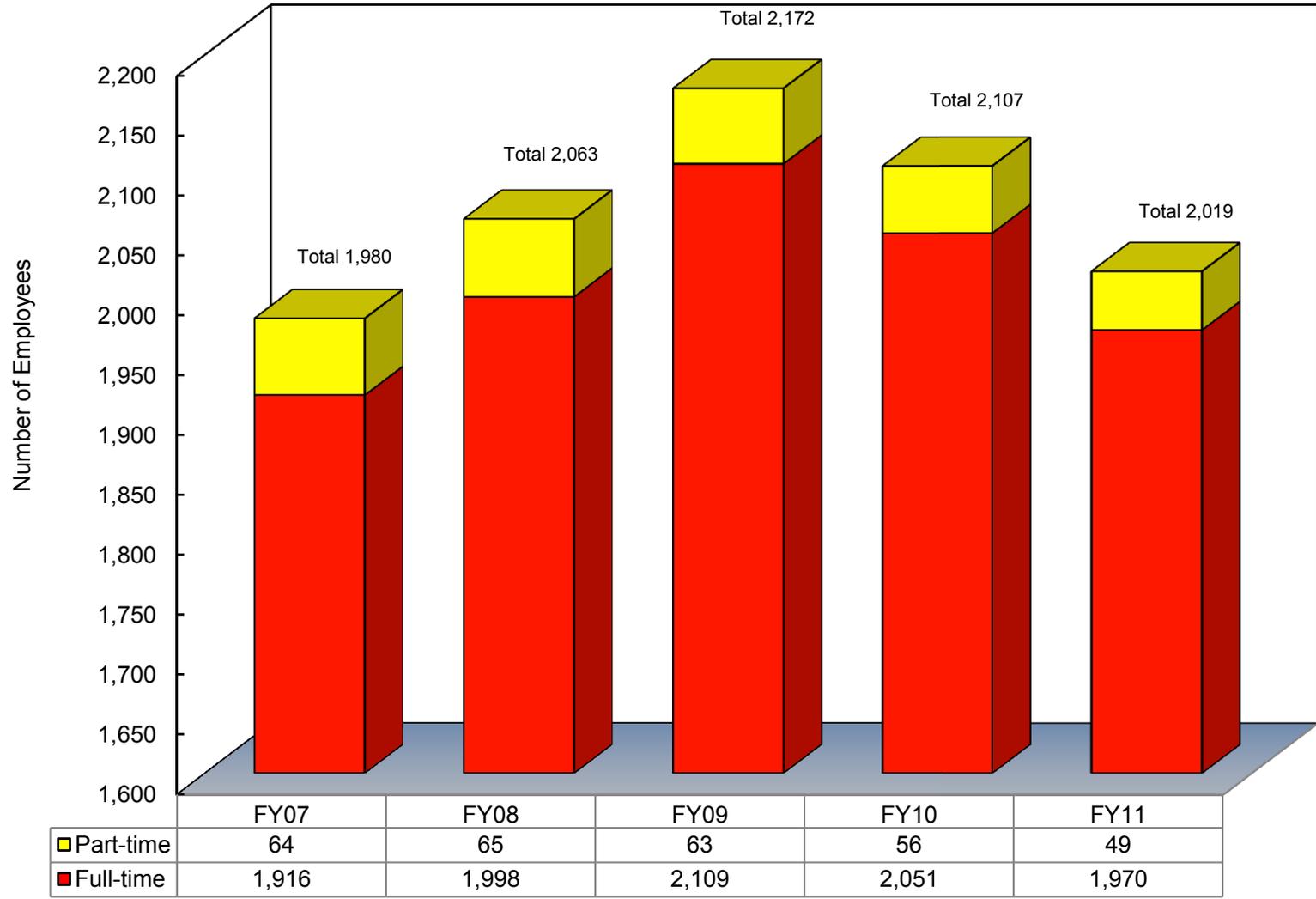
- The turnover rate in FY11 was 8.0% or 161 employees. The average turnover rate for the past five fiscal years is 7.2%.
- In FY11, of the 161 employees leaving, 67.3% were male and 32.7% were female.
- In FY11, the composition of exiting employees was 59.63% white and 40.37% minority.

- Of the employees leaving, 45.34% occurred in the Professional employment category followed by 15.53% in Service/Maintenance. This is not out of line since the ratios fairly represent the percent of employees in the respective job categories.
- In FY11, the most common reasons for leaving were normal retirement, personal reasons, and to accept a new job.

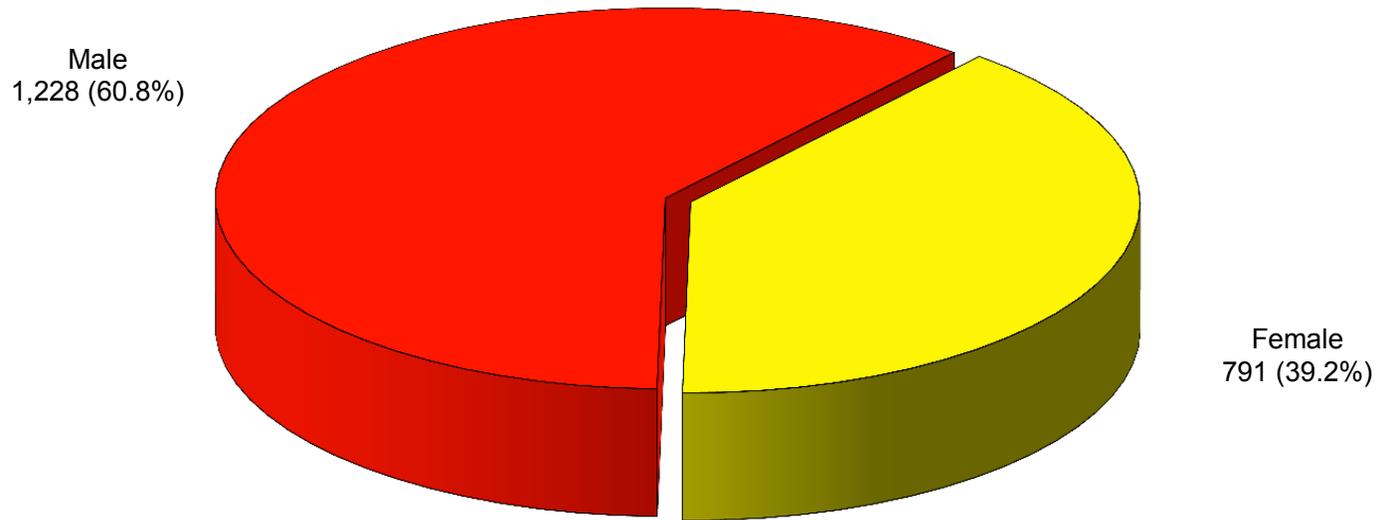
### **Composition - Non-Career**

- In FY11, the non-career workforce numbered 4,906. Of this number, 99.0% were seasonal or intermittent.
- Of the non-career employees, 92.42% work in the Prince George's County Department of Parks and Recreation and 7.24% work in Montgomery County Department of Parks.
- In FY11, 25 or 1.0% of non-career employees were classified as Term contract employees. These employees work at least 30 hours per week on a year-round basis. The average length of employment is two years. These employees receive a limited benefit package. As a percent of non-career employees, term employees increased by 0.7% from FY10.
- The gender make-up of non-career employees is 53.0% female and 47.0% male.
- The racial/ethnic make-up of non-career employees is 79.0% minority, 19.0% white, and 2.0% not specified. The largest group is African American with 74.4%.
- Of non-career employees, 55.8% are 29 years or younger.

## Full/Part-Time Career Employees

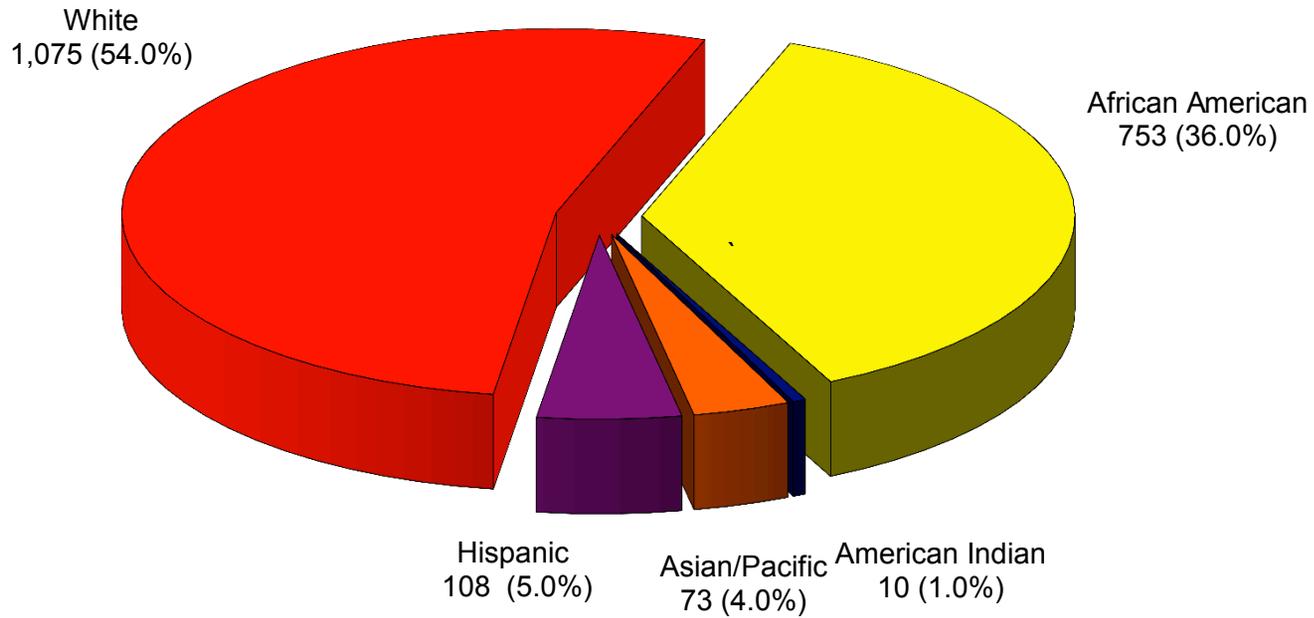


### Gender Career Employees



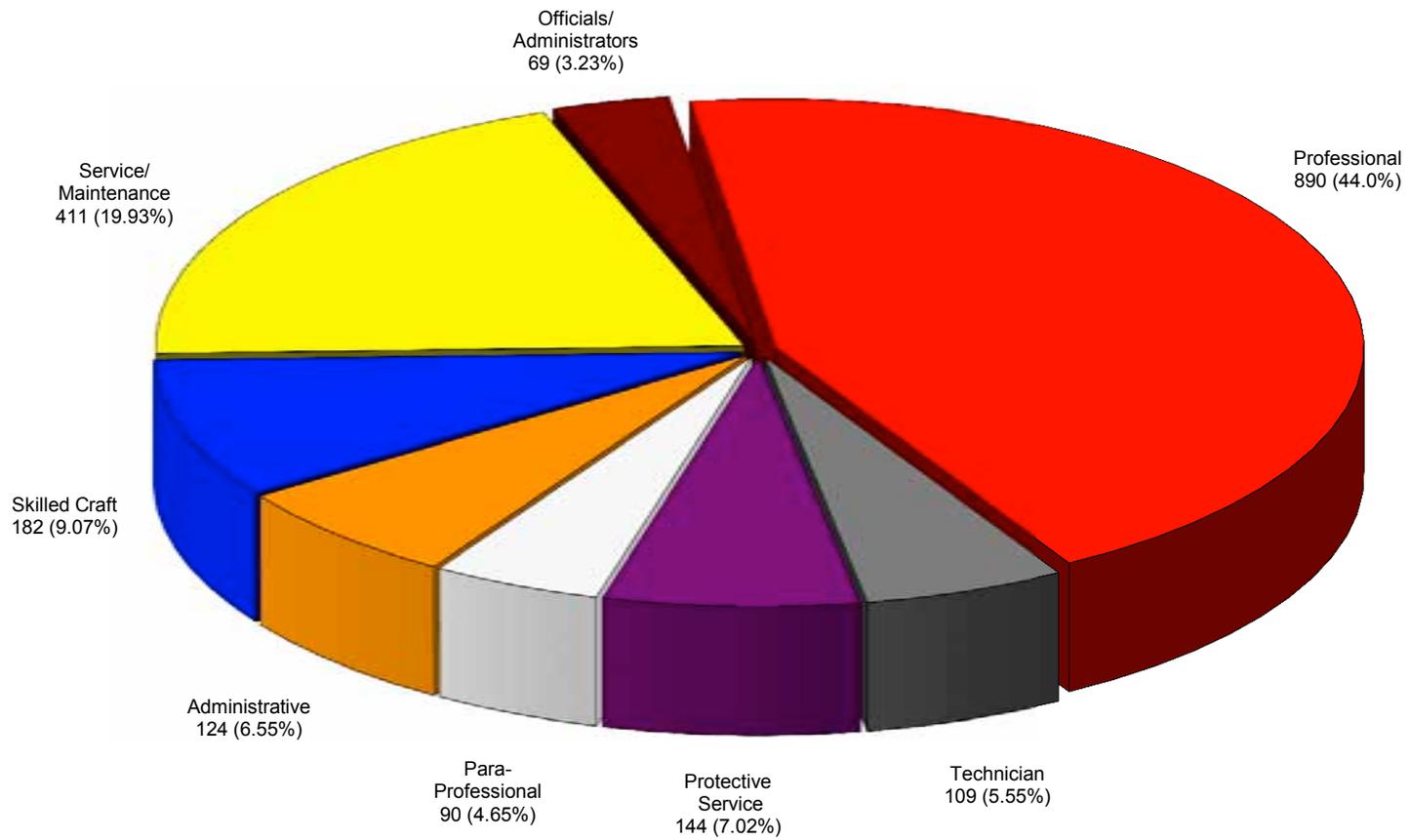
Note: Total Employees = 2,019

### Race/Ethnicity Career Employees



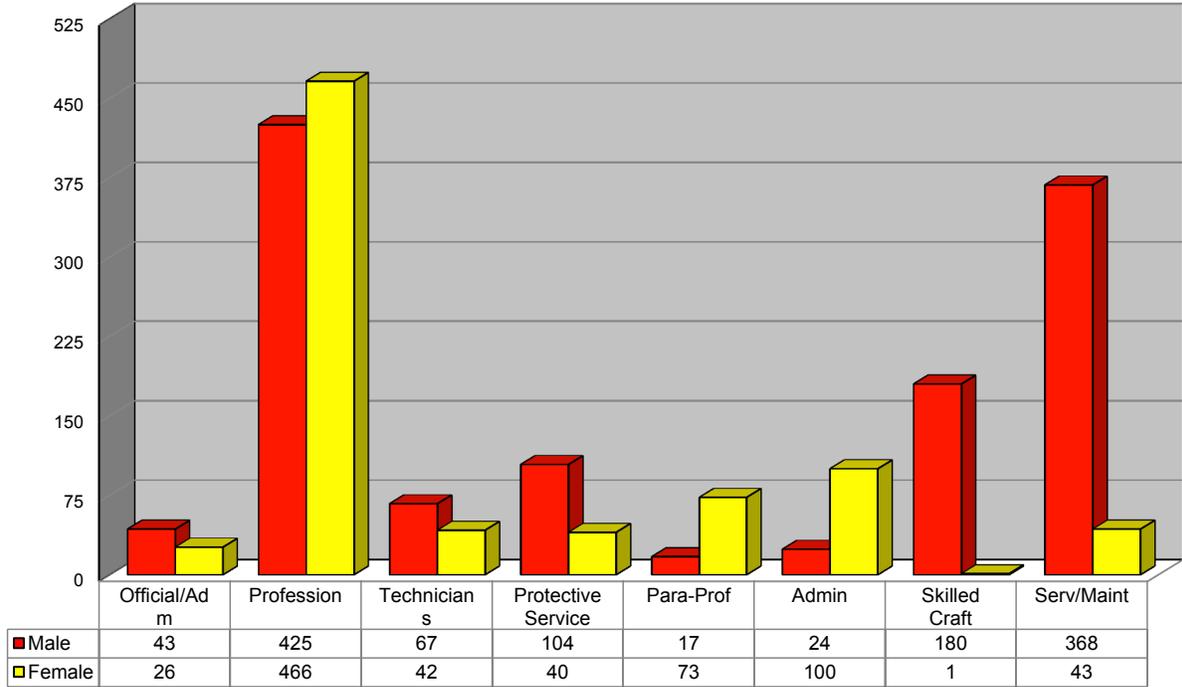
Note: Total Employees = 2,019

### Employees by Employment Category



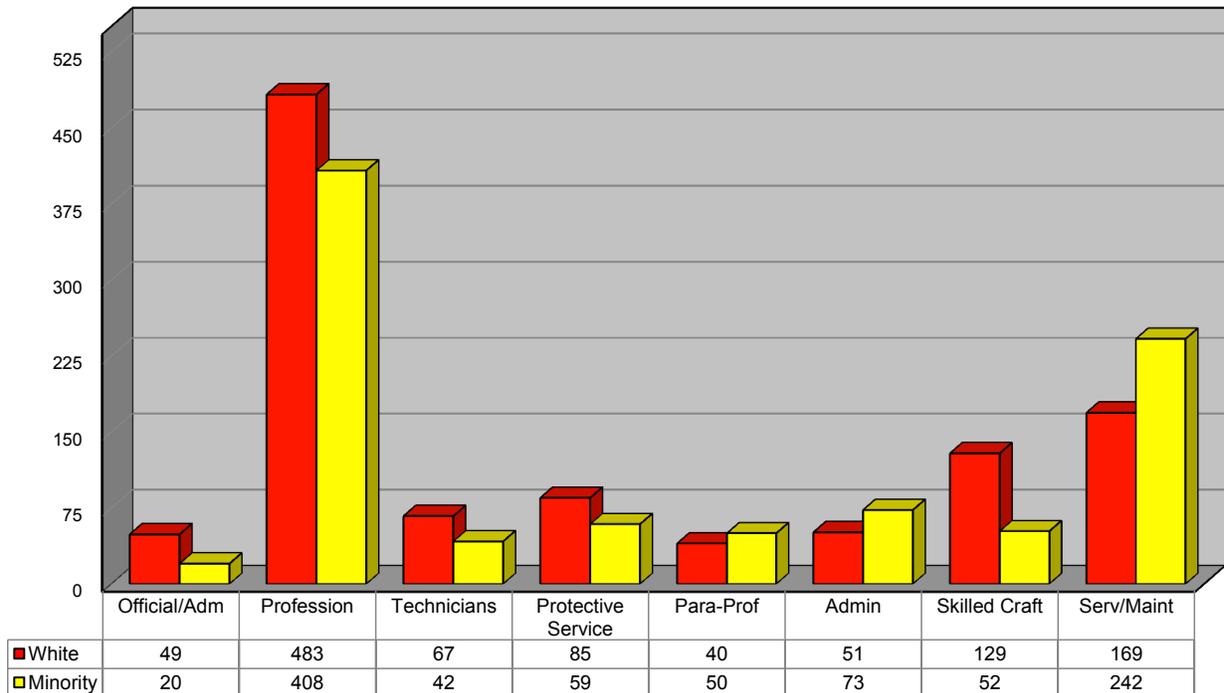
Total Employees = 2,019

**Distribution by Employment Category and Gender**



Total Employees = 2,019

**Distribution by Employment Category and Race/Ethnicity**



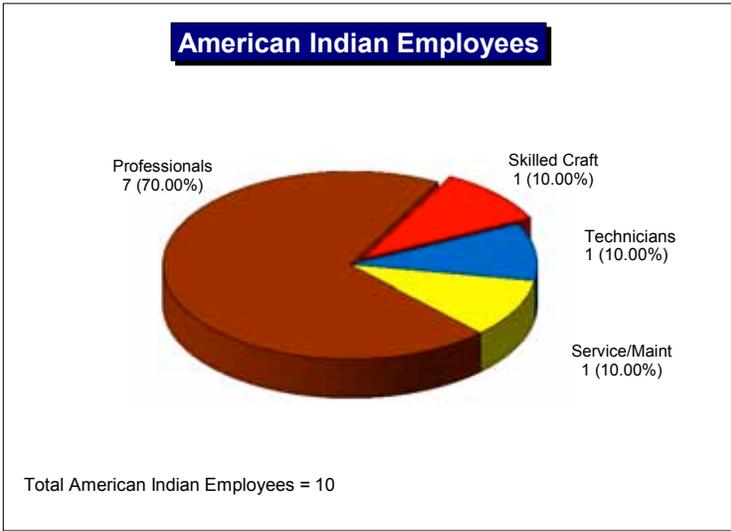
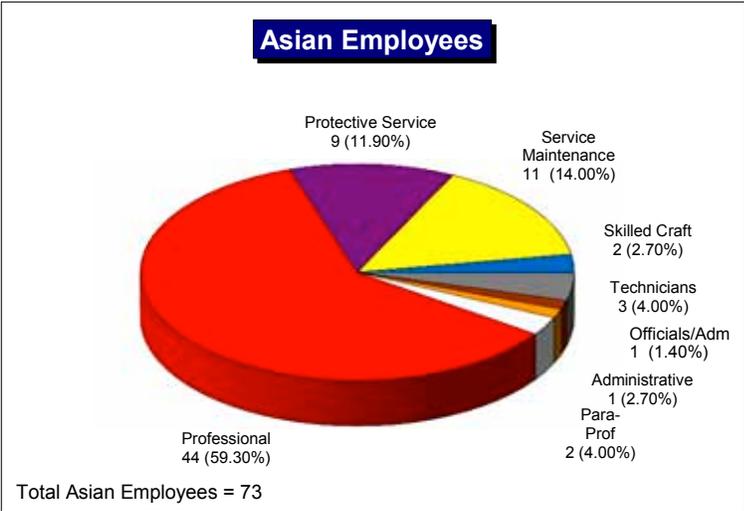
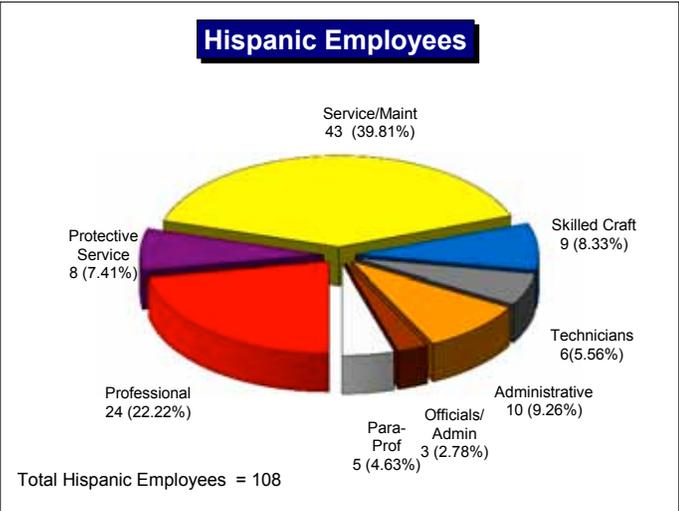
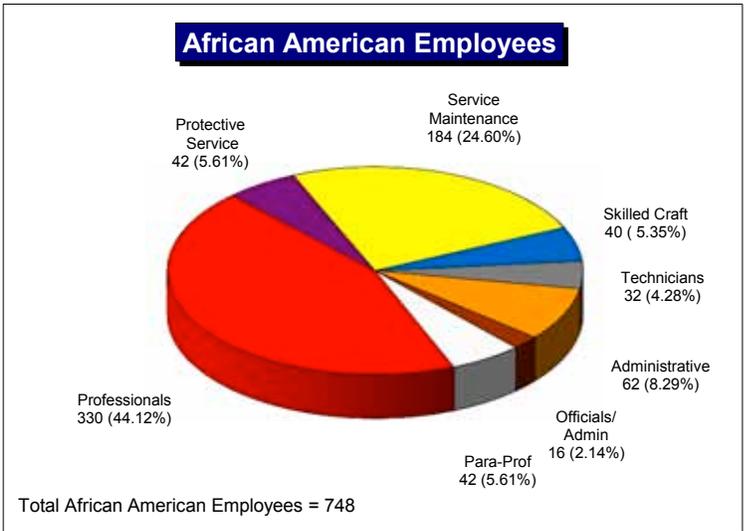
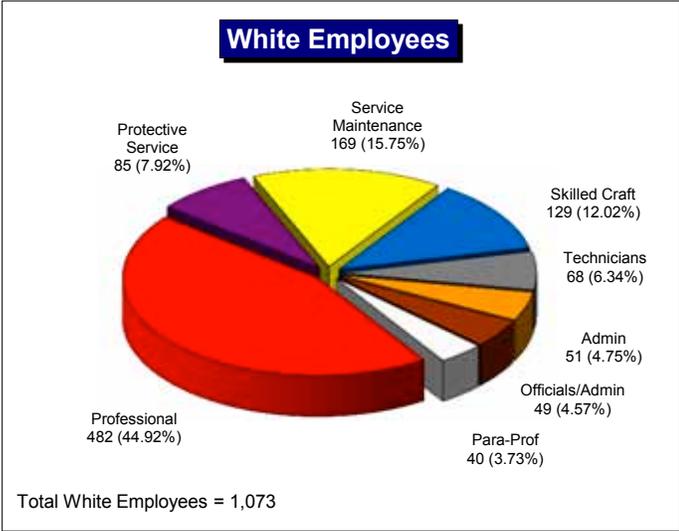
Total Employees = 2,019

**Race/Ethnicity, Gender and Employment Category**

|                         |                        |            |        |                        |                        |           |       |
|-------------------------|------------------------|------------|--------|------------------------|------------------------|-----------|-------|
| White Male              | Official/Administrator | 31         | 1.43%  | Hispanic Female        | Official/Administrator | 1         | 0.05% |
|                         | Professional           | 229        | 10.54% |                        | Professional           | 9         | 0.41% |
|                         | Technical              | 43         | 1.98%  |                        | Technical              | 2         | 0.09% |
|                         | Protective Service     | 56         | 2.58%  |                        | Protective Service     | 0         | 0.00% |
|                         | Paraprofessional       | 13         | 0.60%  |                        | Paraprofessional       | 4         | 0.18% |
|                         | Administrative         | 10         | 0.46%  |                        | Administrative         | 6         | 0.28% |
|                         | Skilled Craft          | 128        | 5.89%  |                        | Skilled Craft          | 0         | 0.00% |
|                         | Service/Maintenance    | <u>151</u> | 6.95%  |                        | Service/Maintenance    | <u>6</u>  | 0.28% |
|                         | <b>661</b>             | 30.43%     |        | <b>28</b>              | 1.29%                  |           |       |
| White Female            | Official/Administrator | 18         | 0.83%  | Asian/Pacific Male     | Official/Administrator | 0         | 0.00% |
|                         | Professional           | 253        | 11.65% |                        | Professional           | 21        | 0.97% |
|                         | Technical              | 25         | 1.15%  |                        | Technical              | 2         | 0.09% |
|                         | Protective Service     | 29         | 1.34%  |                        | Protective Service     | 9         | 0.41% |
|                         | Paraprofessional       | 27         | 1.24%  |                        | Paraprofessional       | 0         | 0.00% |
|                         | Administrative         | 41         | 1.89%  |                        | Administrative         | 0         | 0.00% |
|                         | Skilled Craft          | 1          | 0.05%  |                        | Skilled Craft          | 2         | 0.09% |
|                         | Service/Maintenance    | <u>18</u>  | 0.83%  |                        | Service/Maintenance    | <u>11</u> | 0.51% |
|                         | <b>412</b>             | 18.97%     |        | <b>45</b>              | 2.07%                  |           |       |
| African American Male   | Official/Administrator | 10         | 0.46%  | Asian/Pacific Female   | Official/Administrator | 1         | 0.05% |
|                         | Professional           | 155        | 7.14%  |                        | Professional           | 23        | 1.06% |
|                         | Technical              | 18         | 0.83%  |                        | Technical              | 1         | 0.05% |
|                         | Protective Service     | 31         | 1.43%  |                        | Protective Service     | 0         | 0.00% |
|                         | Paraprofessional       | 3          | 0.14%  |                        | Paraprofessional       | 2         | 0.09% |
|                         | Administrative         | 10         | 0.46%  |                        | Administrative         | 1         | 0.05% |
|                         | Skilled Craft          | 40         | 1.84%  |                        | Skilled Craft          | 0         | 0.00% |
|                         | Service/Maintenance    | <u>165</u> | 7.60%  |                        | Service/Maintenance    | <u>0</u>  | 0.00% |
|                         | <b>432</b>             | 19.89%     |        | <b>28</b>              | 1.29%                  |           |       |
| African American Female | Official/Administrator | 6          | 0.28%  | American Indian Male   | Official/Administrator | 0         | 0.00% |
|                         | Professional           | 175        | 8.06%  |                        | Professional           | 3         | 0.14% |
|                         | Technical              | 14         | 0.64%  |                        | Technical              | 1         | 0.05% |
|                         | Protective Service     | 11         | 0.51%  |                        | Protective Service     | 0         | 0.00% |
|                         | Paraprofessional       | 39         | 1.80%  |                        | Paraprofessional       | 0         | 0.00% |
|                         | Administrative         | 52         | 2.39%  |                        | Administrative         | 0         | 0.00% |
|                         | Skilled Craft          | 0          | 0.00%  |                        | Skilled Craft          | 1         | 0.05% |
|                         | Service/Maintenance    | <u>19</u>  | 0.87%  |                        | Service/Maintenance    | <u>1</u>  | 0.05% |
|                         | <b>316</b>             | 14.55%     |        | <b>6</b>               | 0.28%                  |           |       |
| Hispanic Male           | Official/Administrator | 2          | 0.09%  | American Indian Female | Official/Administrator | 0         | 0.00% |
|                         | Professional           | 15         | 0.69%  |                        | Professional           | 4         | 0.18% |
|                         | Technical              | 4          | 0.18%  |                        | Technical              | 0         | 0.00% |
|                         | Protective Service     | 8          | 0.37%  |                        | Protective Service     | 0         | 0.00% |
|                         | Paraprofessional       | 1          | 0.05%  |                        | Paraprofessional       | 0         | 0.00% |
|                         | Administrative         | 4          | 0.18%  |                        | Administrative         | 0         | 0.00% |
|                         | Skilled Craft          | 9          | 0.41%  |                        | Skilled Craft          | 0         | 0.00% |
|                         | Service/Maintenance    | <u>37</u>  | 1.70%  |                        | Service/Maintenance    | <u>0</u>  | 0.00% |
|                         | <b>80</b>              | 3.68%      |        | <b>4</b>               | 0.18%                  |           |       |

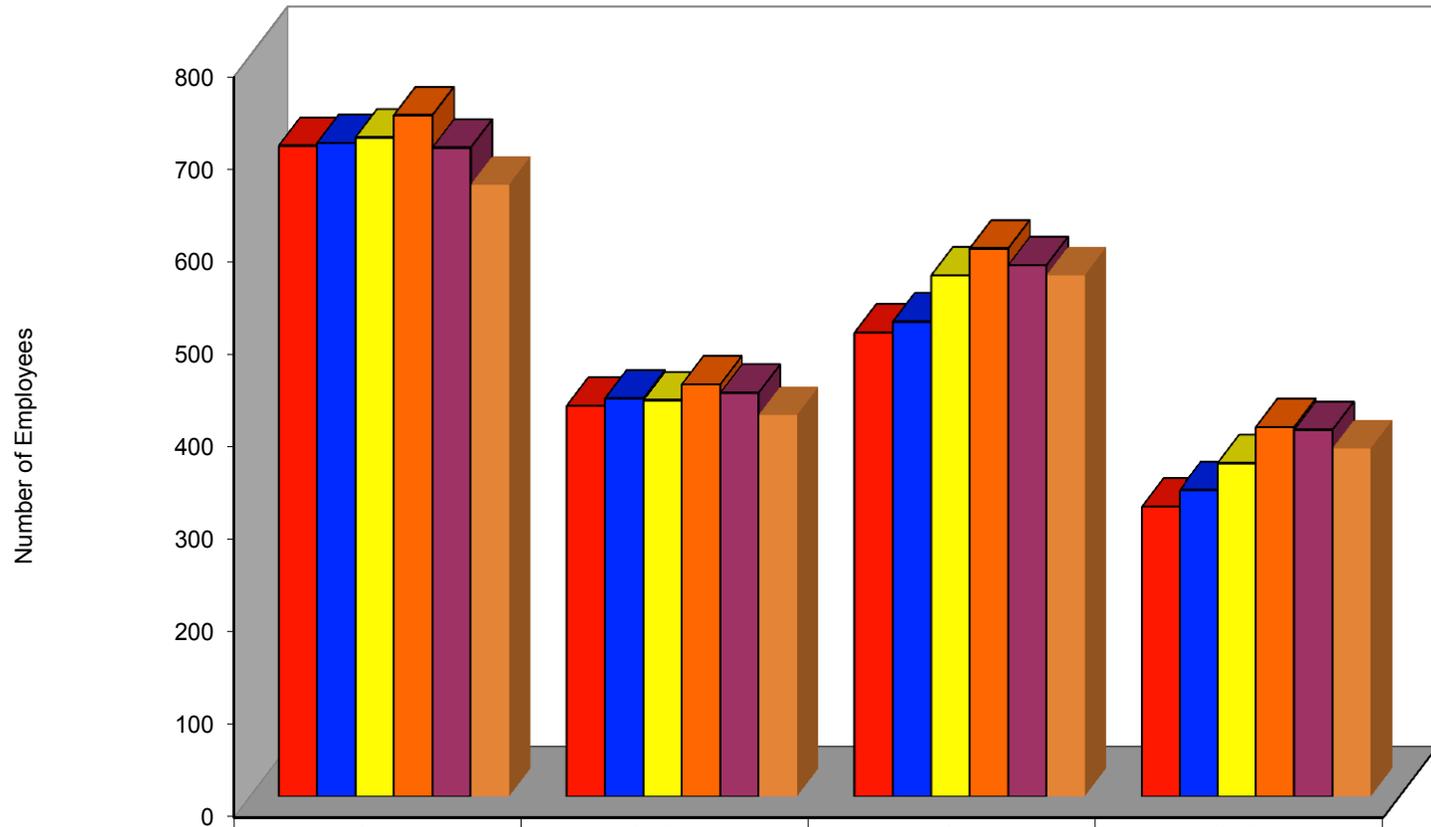
Percentages are based on total number of employees which is 2,012.

## Employees by Race/Ethnicity and Employment Category



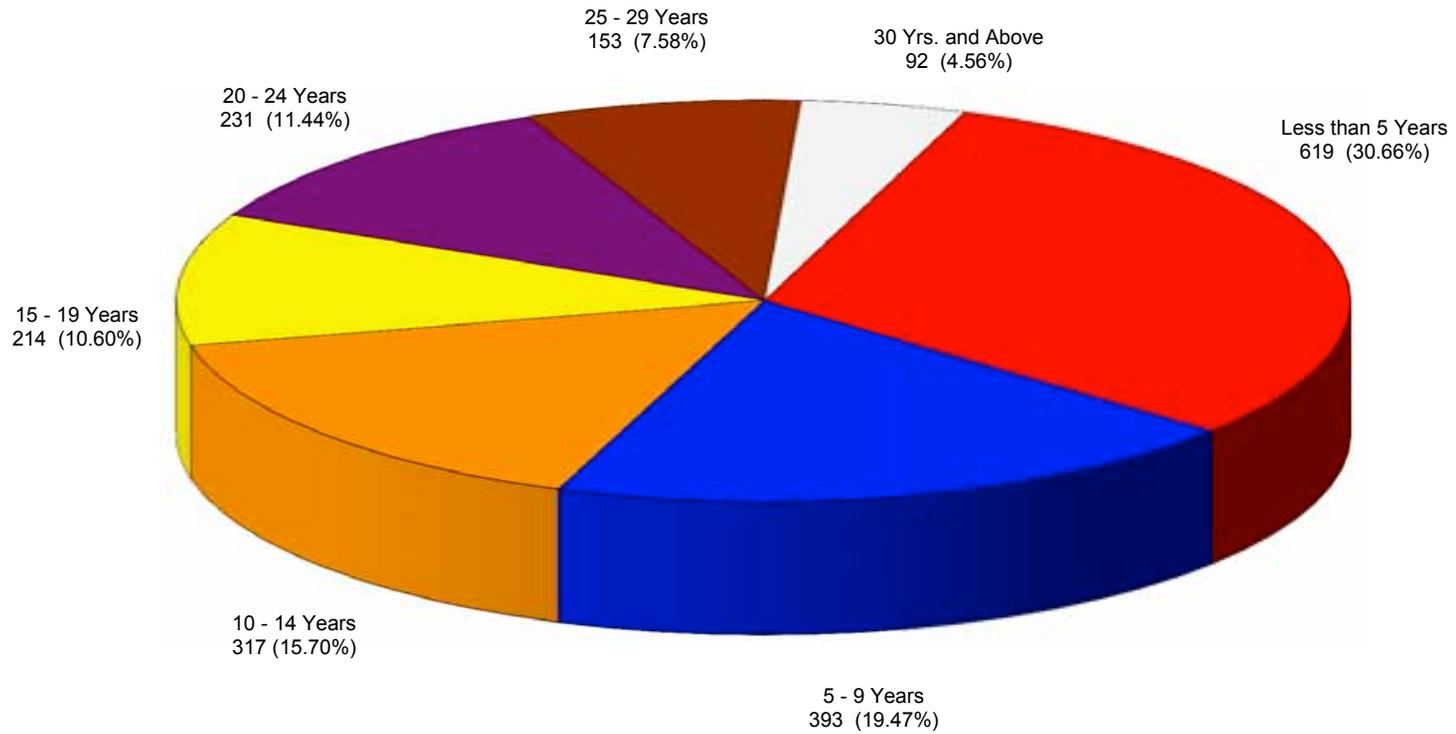
Total Career Employees = 2,019  
 Percentages listed are the total for that job category, within that racial/ethnic category.

## Workforce Composition - Six Year Comparison

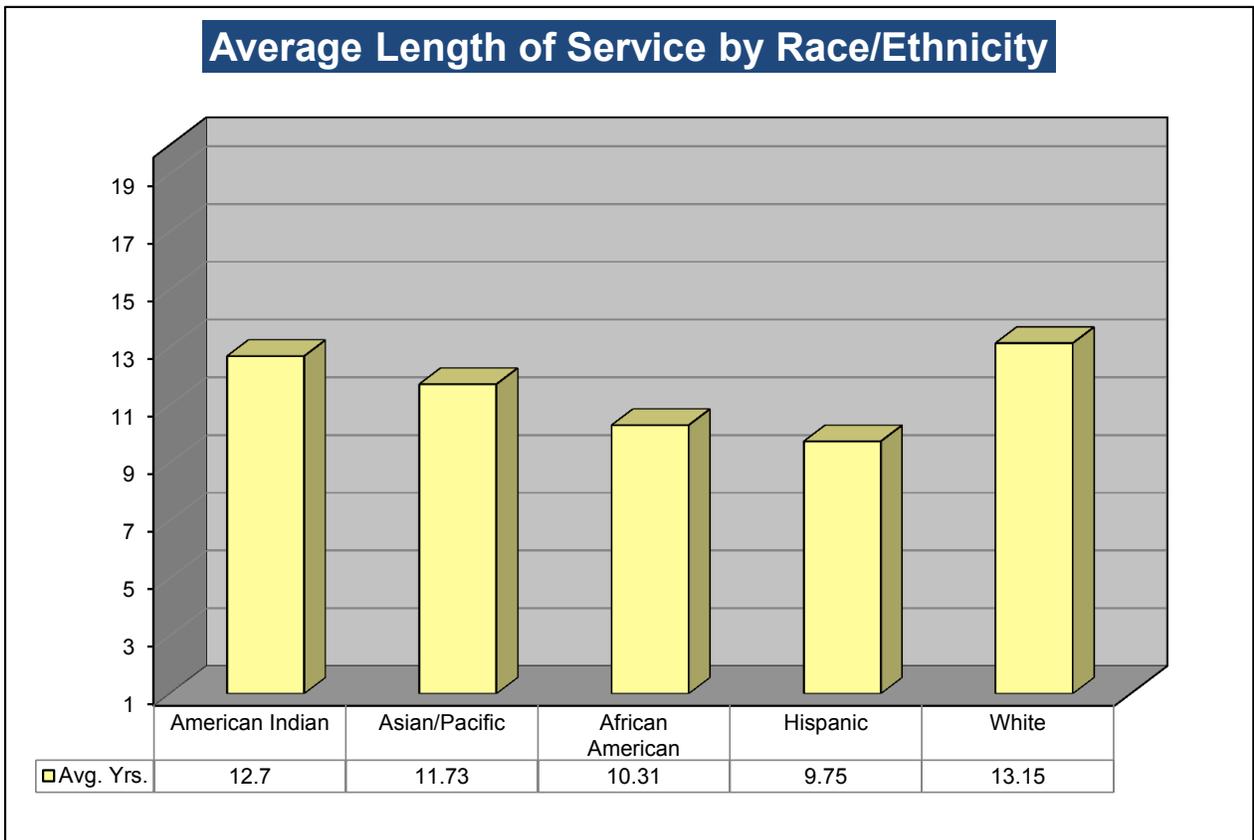
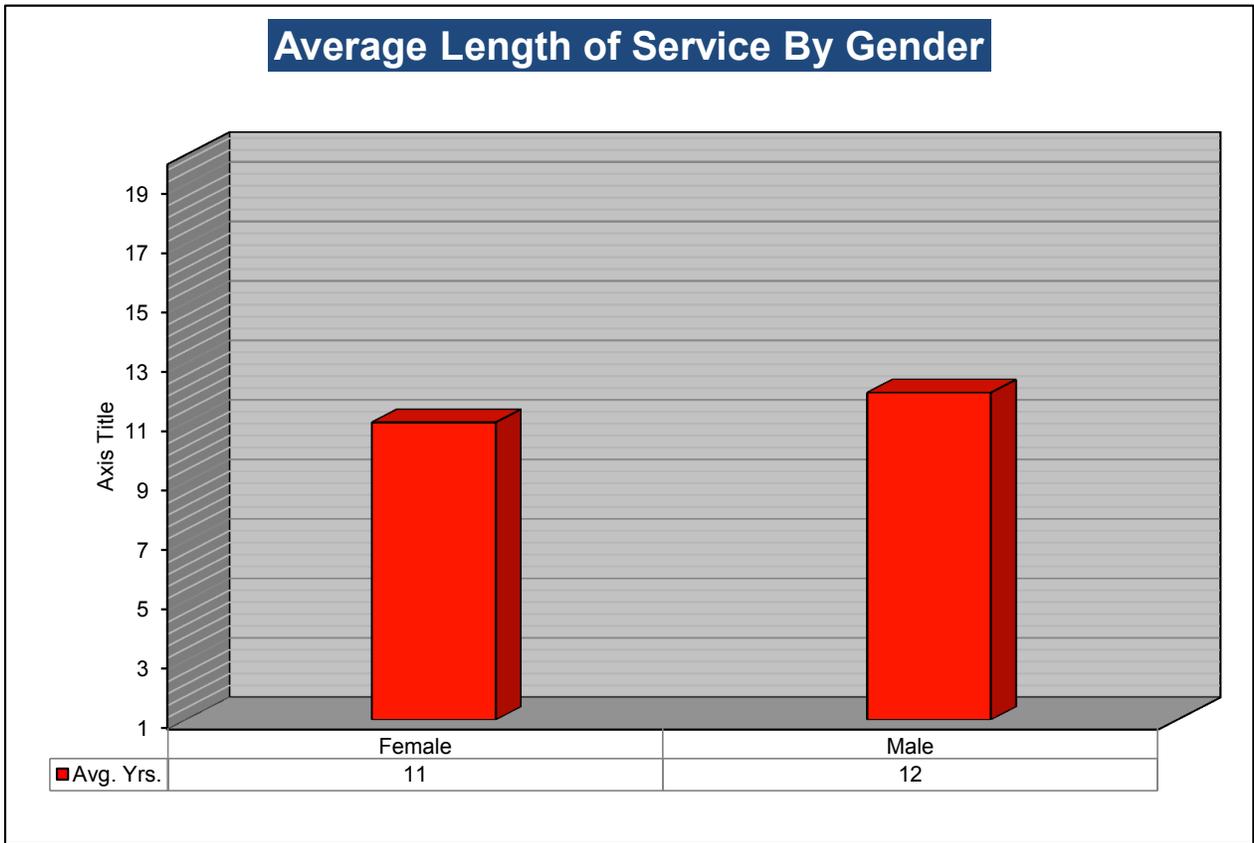


|        | White Male | White Female | Minority Male | Minority Female |
|--------|------------|--------------|---------------|-----------------|
| ■ FY06 | 703        | 422          | 501           | 313             |
| ■ FY07 | 706        | 430          | 513           | 331             |
| ■ FY08 | 712        | 428          | 563           | 360             |
| ■ FY09 | 736        | 445          | 592           | 399             |
| ■ FY10 | 701        | 436          | 574           | 396             |
| ■ FY11 | 661        | 412          | 563           | 376             |

### Length of Service Career Employees



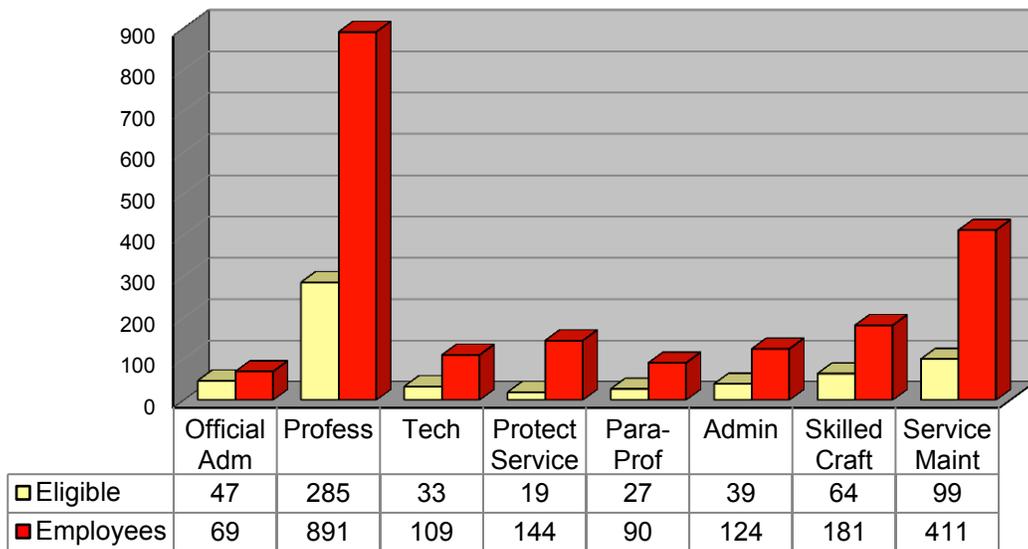
Note: Total Employees = 2,019



## Employees Eligible for Normal Retirement Between FY12 and FY16

|                   | FY12       | FY13      | FY14      | FY15      | FY16      | Total      |
|-------------------|------------|-----------|-----------|-----------|-----------|------------|
| Pr. Geo Comm      | 4          | 1         | 3         | 0         | 0         | 8          |
| Pr. Geo Pks & Rec | 140        | 32        | 38        | 39        | 30        | 279        |
| Pr. Geo Planning  | 27         | 6         | 6         | 5         | 9         | 53         |
| <b>Sub Total</b>  | <b>171</b> | <b>39</b> | <b>47</b> | <b>44</b> | <b>39</b> | <b>340</b> |
| <br>              |            |           |           |           |           |            |
| CAS               | 14         | 5         | 3         | 5         | 5         | 32         |
| <br>              |            |           |           |           |           |            |
| Mont. Comm        | 2          | 0         | 0         | 2         | 2         | 6          |
| Mont. Parks       | 79         | 27        | 25        | 32        | 33        | 196        |
| Mont. Planning    | 21         | 5         | 4         | 3         | 6         | 39         |
| <br>              |            |           |           |           |           |            |
| <b>Total</b>      | <b>287</b> | <b>76</b> | <b>79</b> | <b>86</b> | <b>85</b> | <b>613</b> |

### Employees by Job Category Eligible to Retire Between FY12 and FY16 (Collectively)



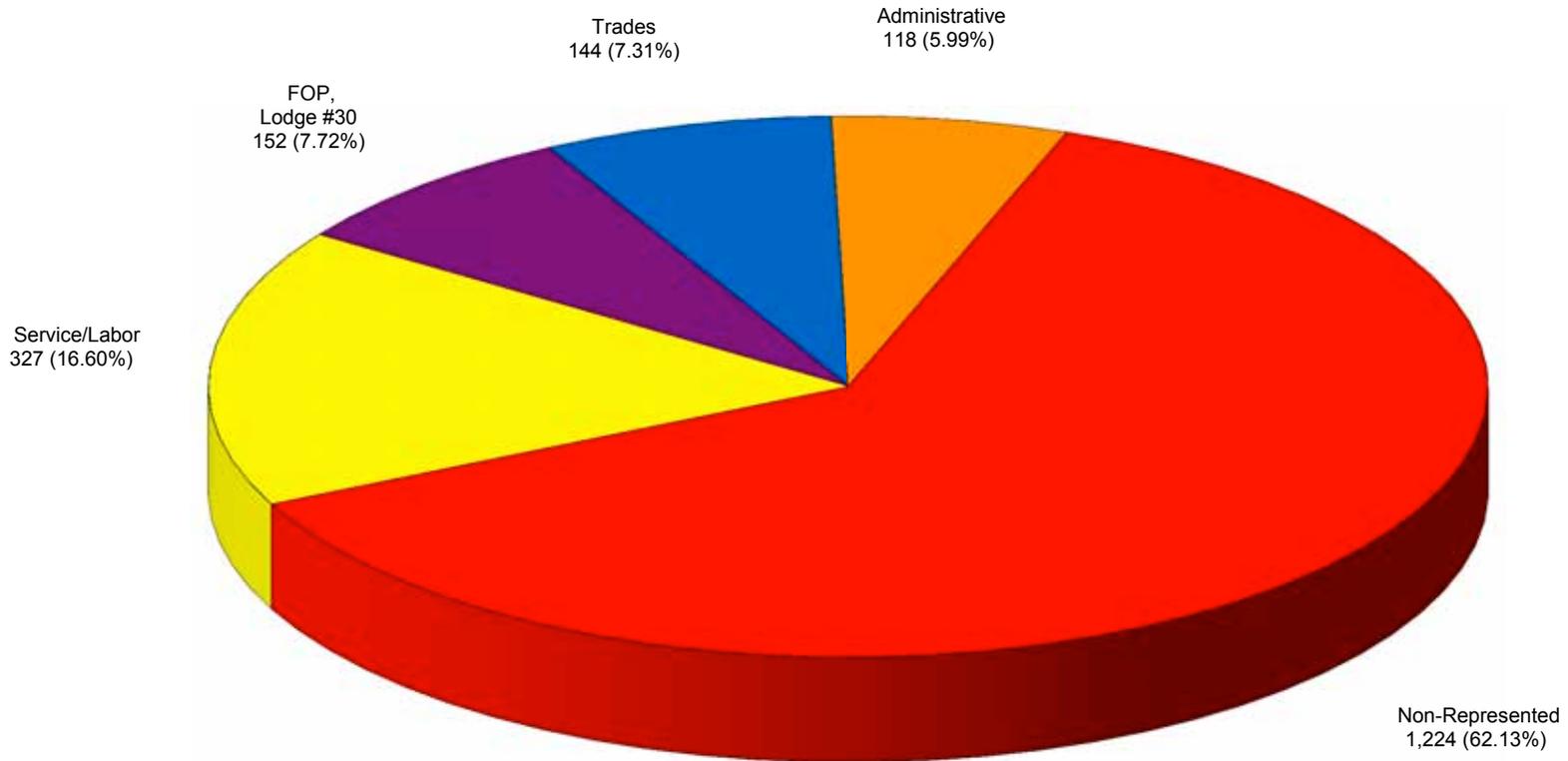
Between FY12 and FY16, 613 or 30.4% of current employees will reach normal retirement eligibility. This is an average of 122.6 employees for each of those years.

Based on the current number of employees, by EEO category, this represents:

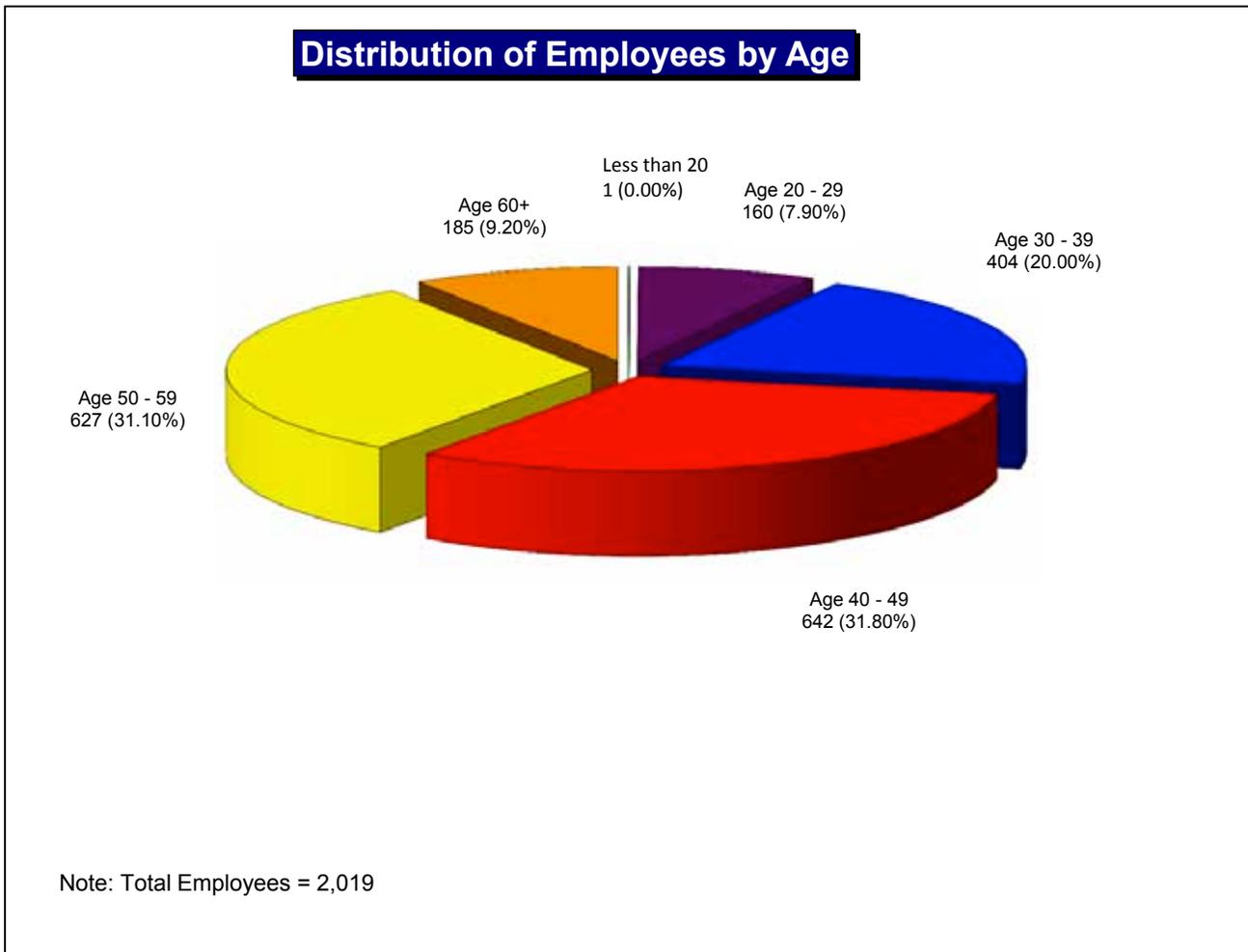
- 68.12% of the Official/Administrator category
- 31.99% of the Professional category
- 30.28% of the Technician category
- 13.19% of the Protective Service category
- 30.00% of the Para-Professional category
- 31.45% of the Administrative category
- 35.36% of the Skilled Craft (Trades) category
- 24.09% of the Service/Maintenance category

Excludes appointed officials and employees in Long Term Disability status.

### Represented and Non-Represented Employees



37.62% of career full-time employees are represented for the purpose of collective bargaining; 62.13% of employees are not represented; and 5 or 0.25% police candidates will not join the FOP until they complete their training to become officers.

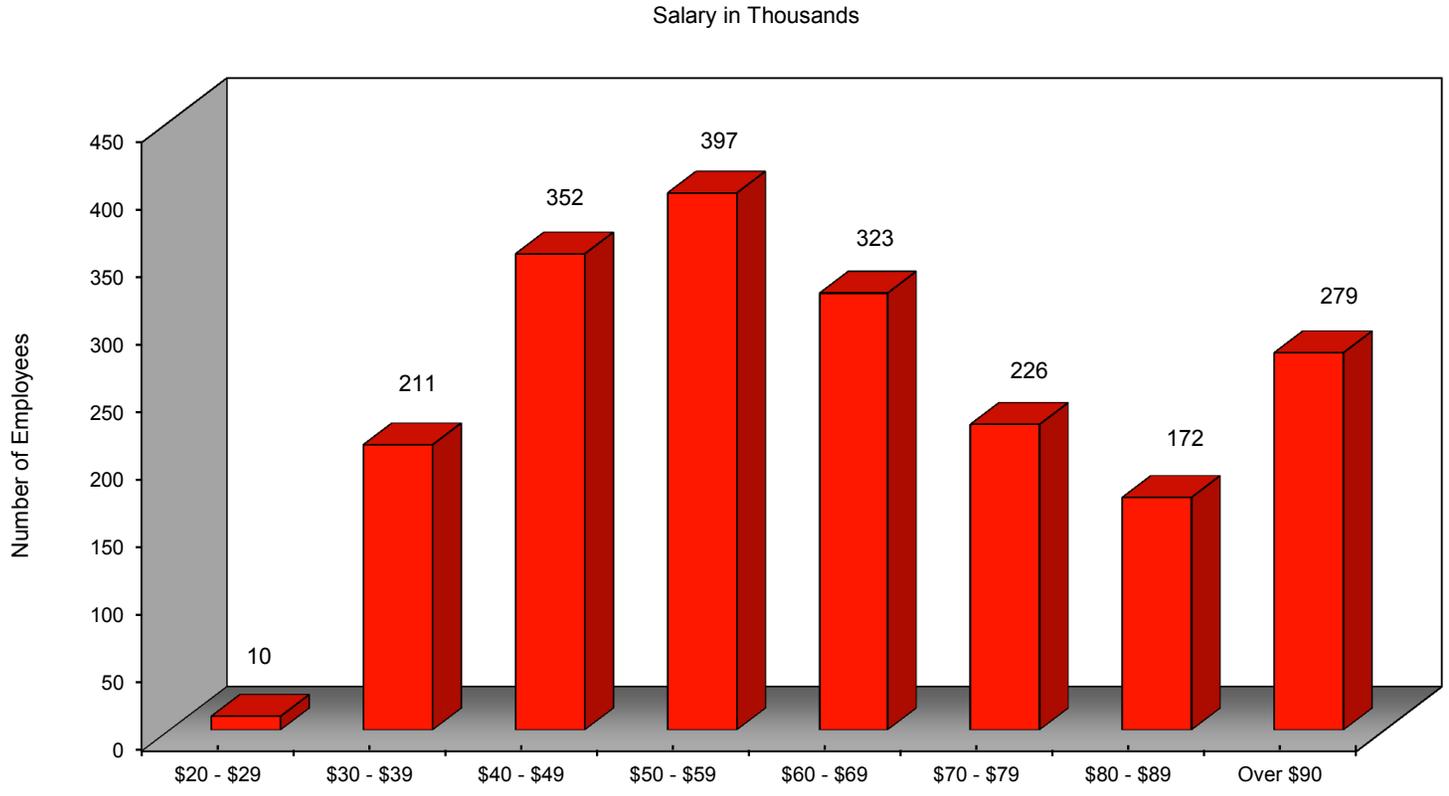


### Employee Distribution by Department - FY 2011

|  |              |               |
|--|--------------|---------------|
| Central Administrative Services                        | 116          | 5.7%          |
| Montgomery County Commissioners' Office                | 6            | 0.3%          |
| Montgomery County Department of Planning               | 121          | 6.0%          |
| Montgomery County Department of Parks                  | 610          | 30.2%         |
| Prince George's County Commissioners' Office           | 9            | 0.4%          |
| Prince George's County Planning Department             | 175          | 8.7%          |
| Prince George's County Parks and Recreation Department | 982          | 48.6%         |
| <b>M-NCPPC Career Employees - Total</b>                | <b>2,019</b> | <b>100.0%</b> |

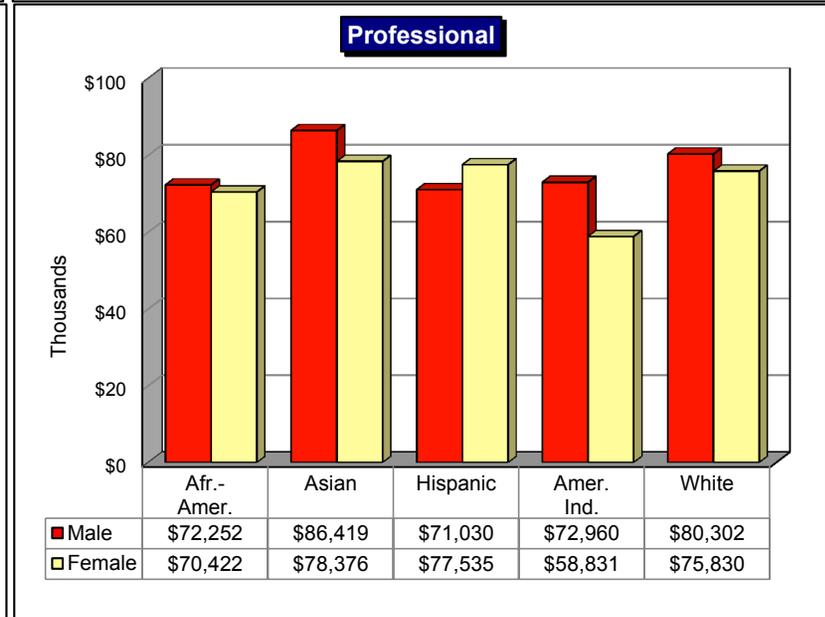
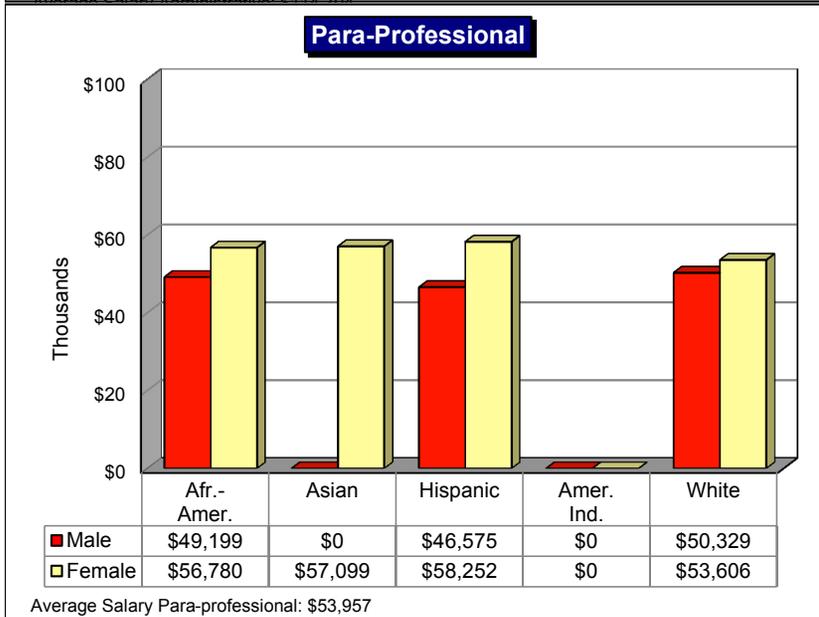
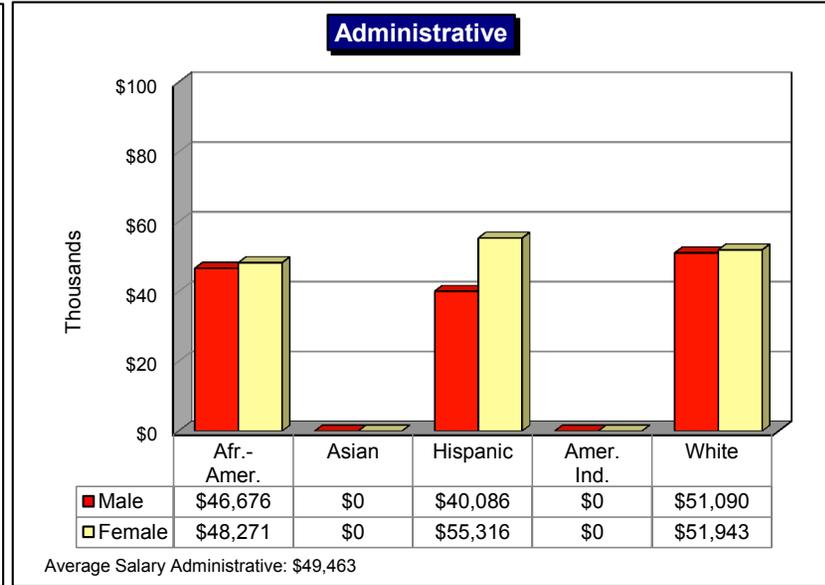
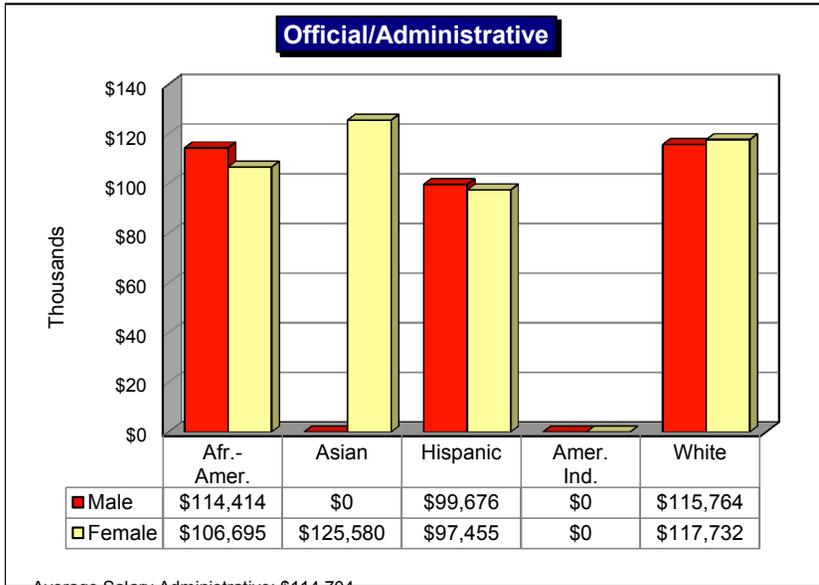
Note: Excludes 10 Commissioners (5 in Montgomery County and 5 in Prince George's County).  
Appointed Officers and Appointed Department Directors.

### Salary Range Career Full-Time Employees



Note: Total Full-Time Employees = 1,970  
Average Salary: \$64,181  
Excludes Part-Time Career Employees

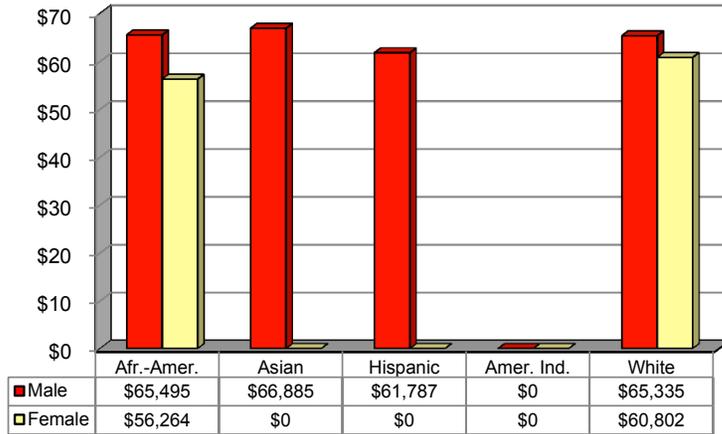
## Average Salaries by Employment Category, Gender, and Race/Ethnicity



Note: Average Commission Salary: \$64,181

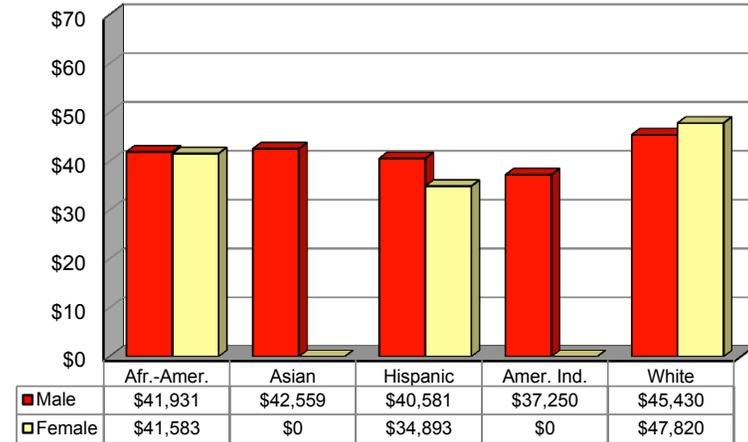
# Average Salaries by Employment Category, Gender, and Race/Ethnicity

## Protective Service



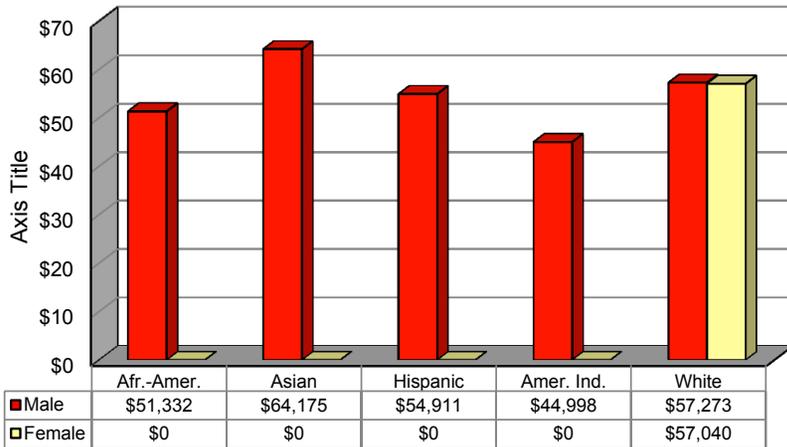
Average Salary Protective Service: \$63,663

## Service/Maintenance



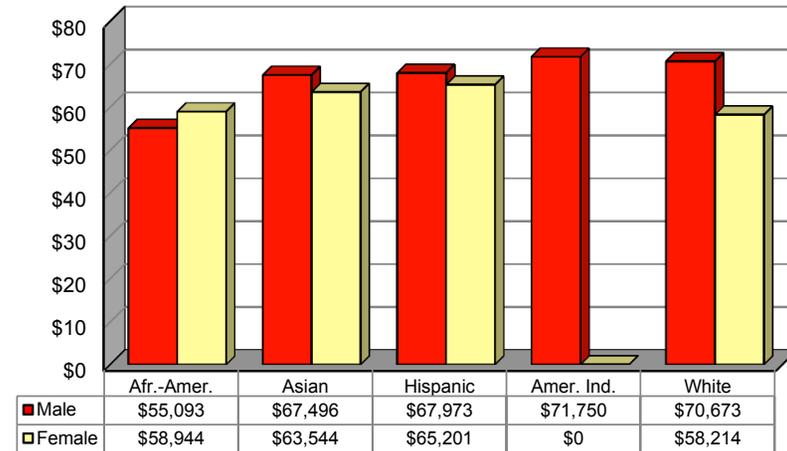
Average Salary Service Maintenance: \$43,209

## Skilled Craft



Average Salary Skill Craft : \$55,850

## Technical



Average Salary Technical: \$63,666

Note: Average Commission Salary: \$64,181

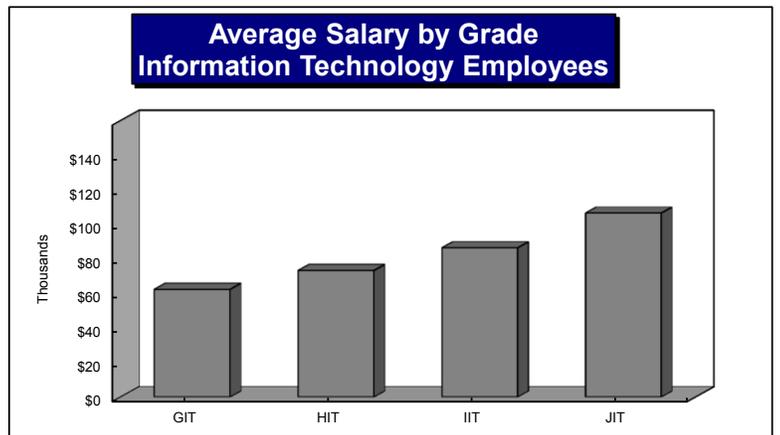
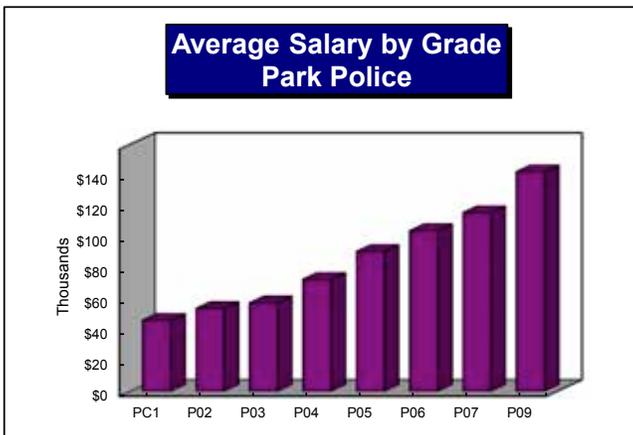
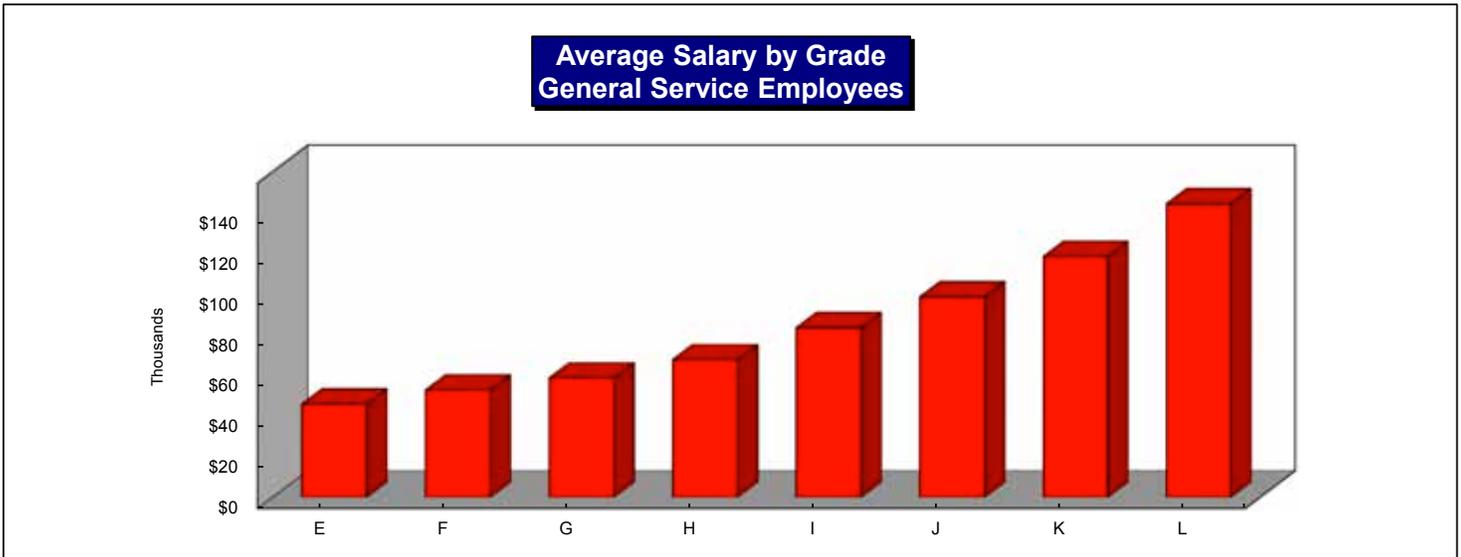
**Average Annual Salaries for Career Employees By Grade**

| <u>Grade</u> | <u>Salary</u> |
|--------------|---------------|
| Park Police  |               |
| PC1          | \$46,123      |
| P02          | \$53,730      |
| P03          | \$57,318      |
| P04          | \$72,611      |
| P05          | \$90,575      |
| P06          | \$104,044     |
| P07          | \$115,740     |
| P09          | \$142,281     |

| <u>Grade</u>    | <u>Salary</u> |
|-----------------|---------------|
| General Service |               |
| E               | \$46,068      |
| F               | \$52,940      |
| G               | \$58,867      |
| H               | \$67,970      |
| I               | \$83,223      |
| J               | \$98,437      |
| K               | \$118,275     |
| L               | \$144,170     |

| <u>Grade</u>     | <u>Salary</u> |
|------------------|---------------|
| Information Tech |               |
| GIT              | \$62,376      |
| HIT              | \$73,300      |
| IIT              | \$86,427      |
| JIT              | \$106,518     |

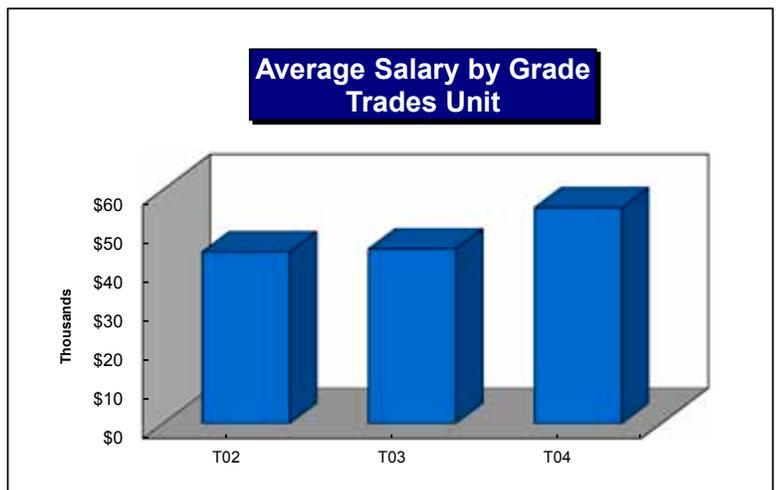
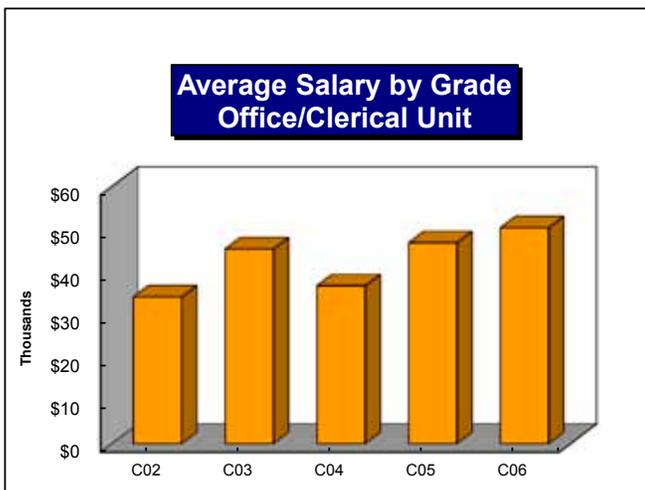
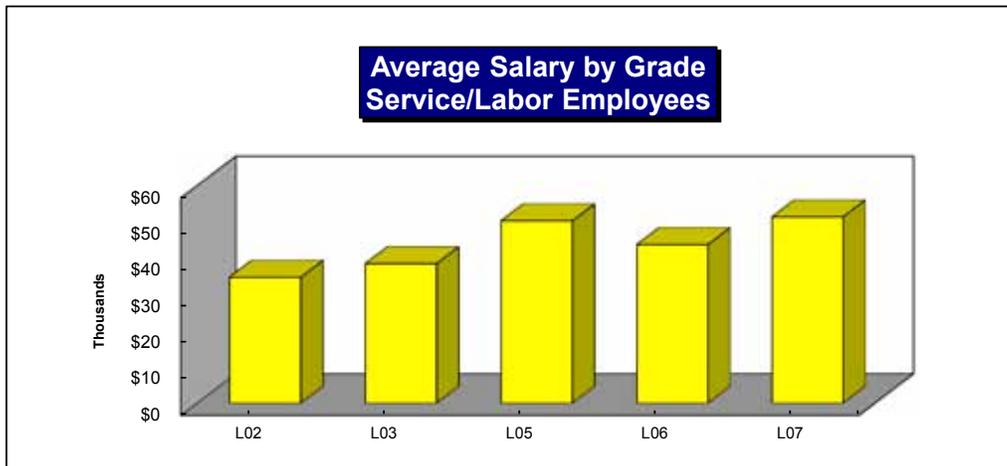
Average Salary \$62,071



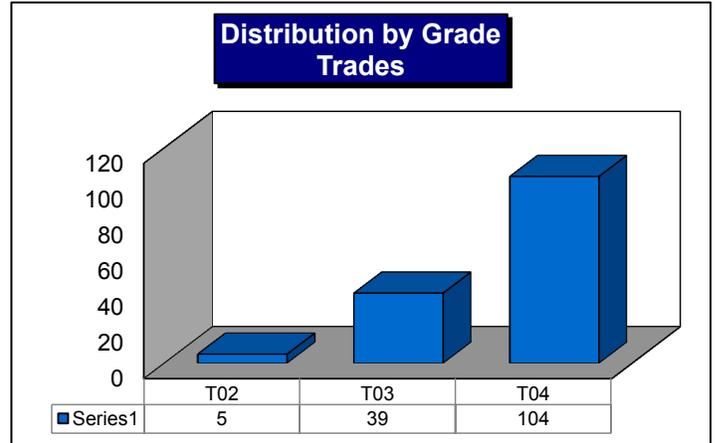
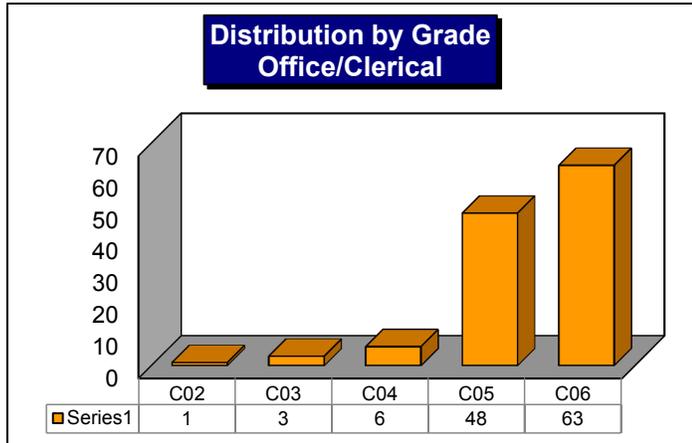
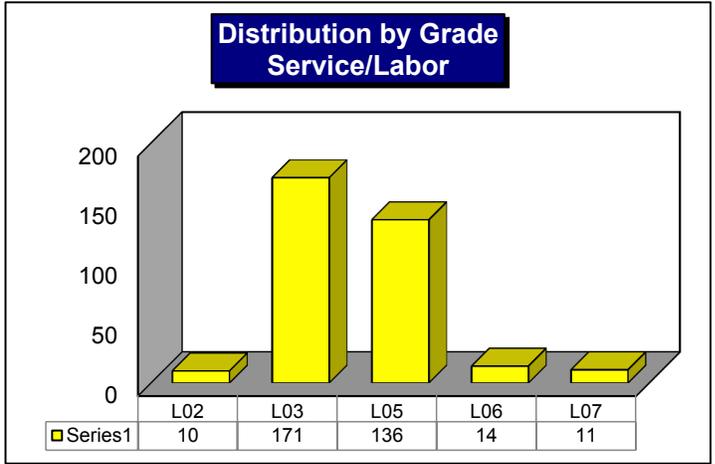
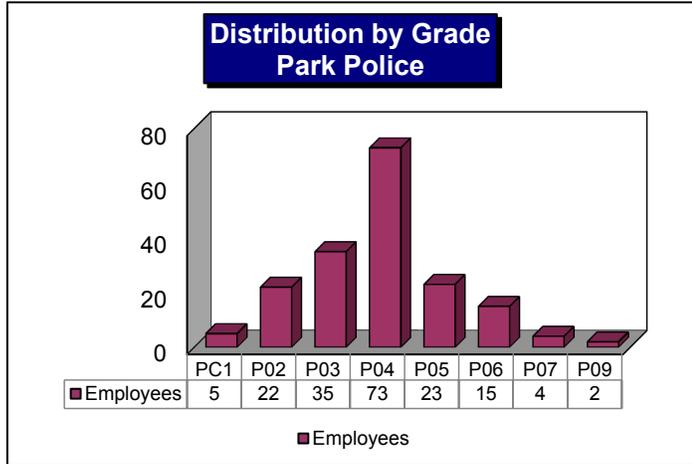
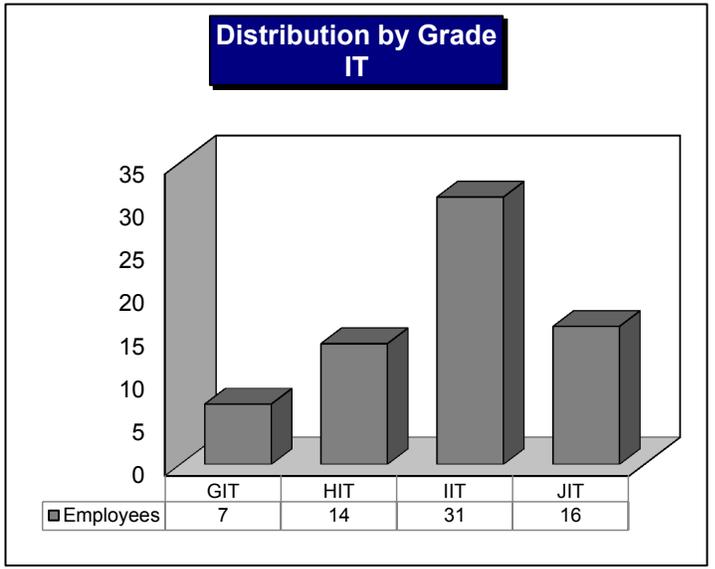
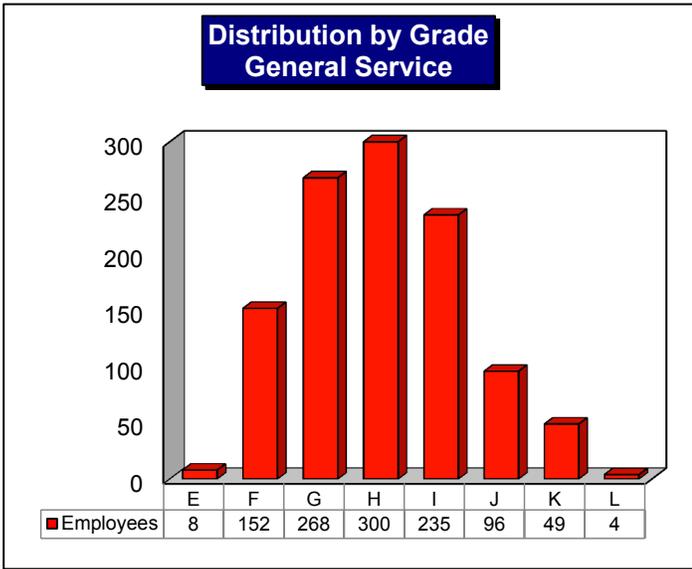
**Average Annual Salaries for Career Employees By Grade**

| <u>Grade</u>    | <u>Salary</u> | <u>Grade</u>  | <u>Salary</u> | <u>Grade</u> | <u>Salary</u> |
|-----------------|---------------|---------------|---------------|--------------|---------------|
| Office/Clerical |               | Service/Labor |               | Trades       |               |
| C02             | \$34,290      | L02           | \$34,673      | T02          | \$44,017      |
| C03             | \$45,462      | L03           | \$38,452      | T03          | \$44,811      |
| C04             | \$36,894      | L05           | \$50,268      | T04          | \$55,422      |
| C05             | \$46,932      | L06           | \$43,706      |              |               |
| C06             | \$50,416      | L07           | \$51,346      |              |               |

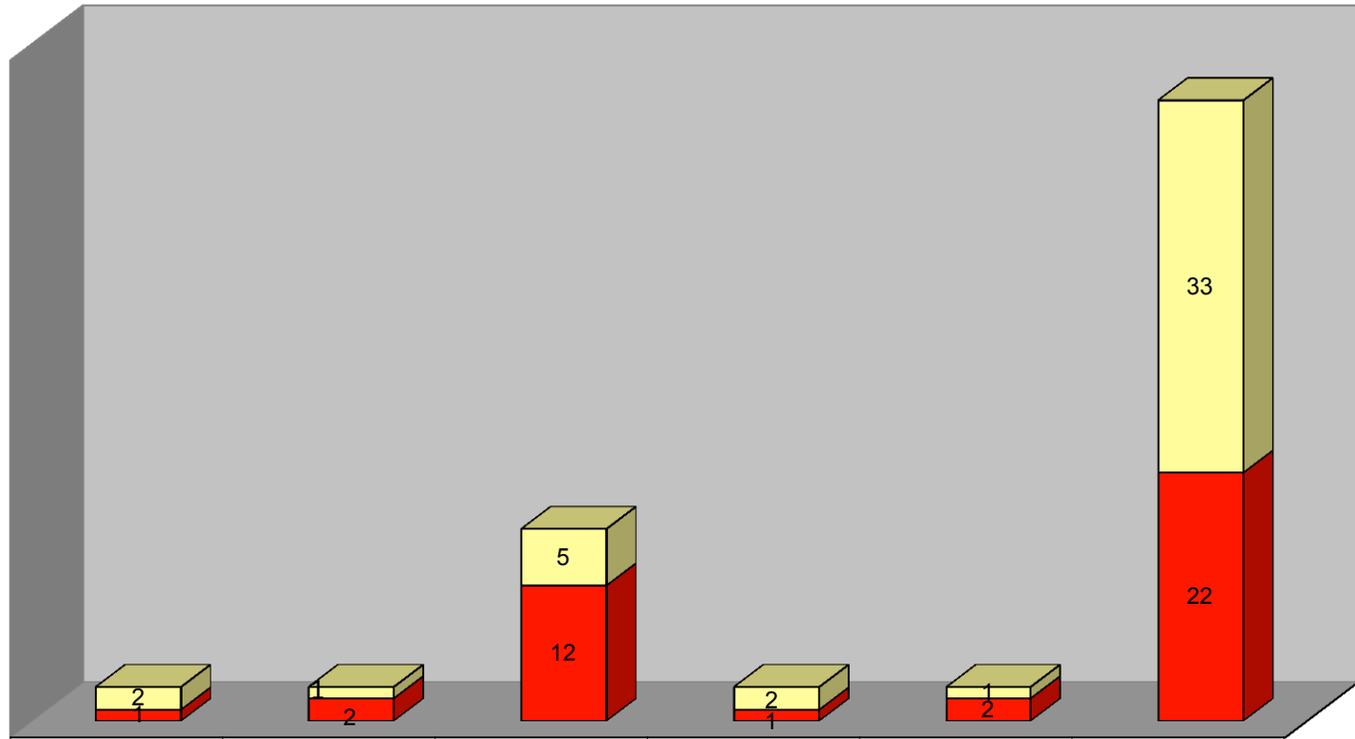
Average Salary \$62,071



**Employee Distribution by Grade Within Pay Schedule**

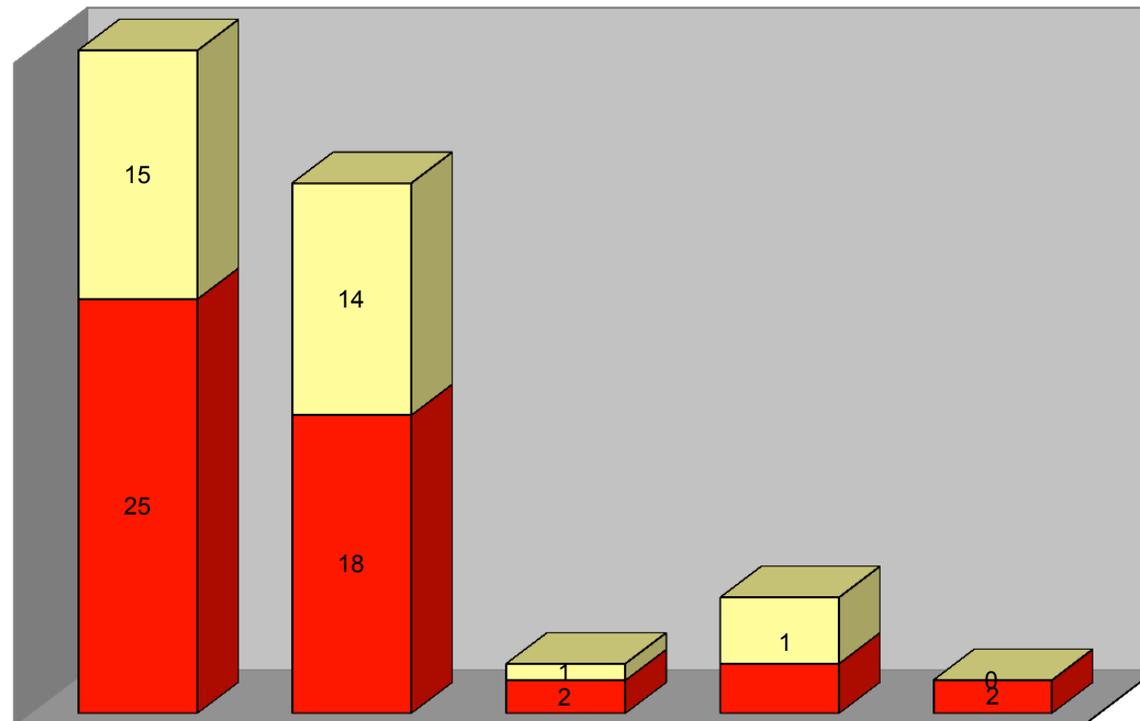


## Career Employee Promotions By Department



|          | CAS | MC Planning | MC Parks | PGC Commissioner's | PGC Planning | Parks & Recreation |
|----------|-----|-------------|----------|--------------------|--------------|--------------------|
| Minority | 2   | 1           | 5        | 2                  | 1            | 33                 |
| White    | 1   | 2           | 12       | 1                  | 2            | 22                 |

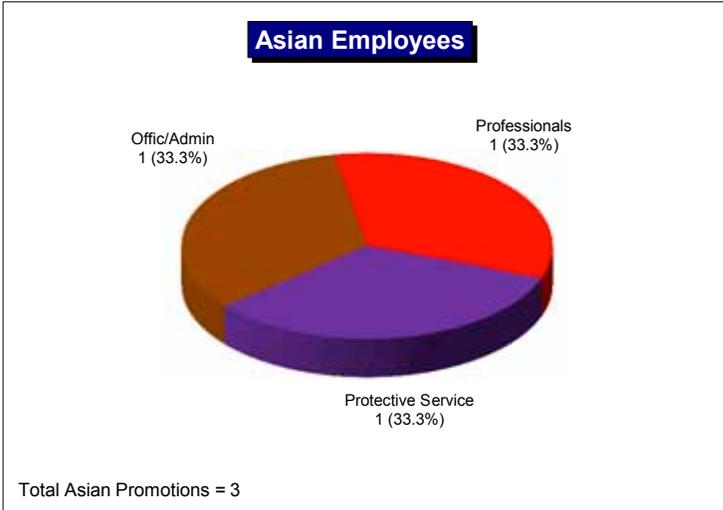
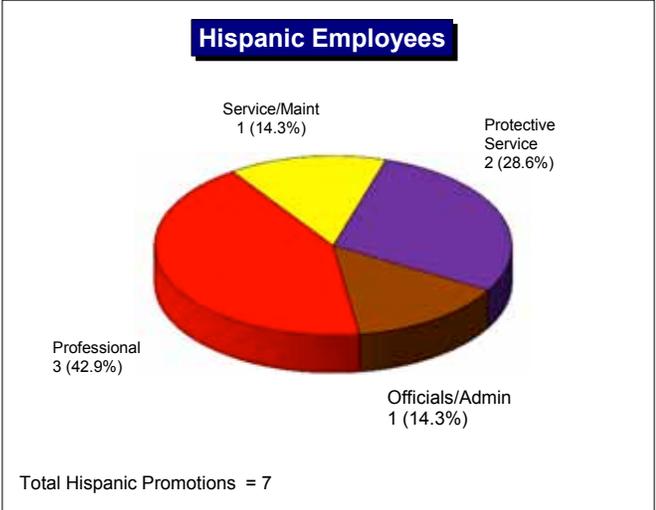
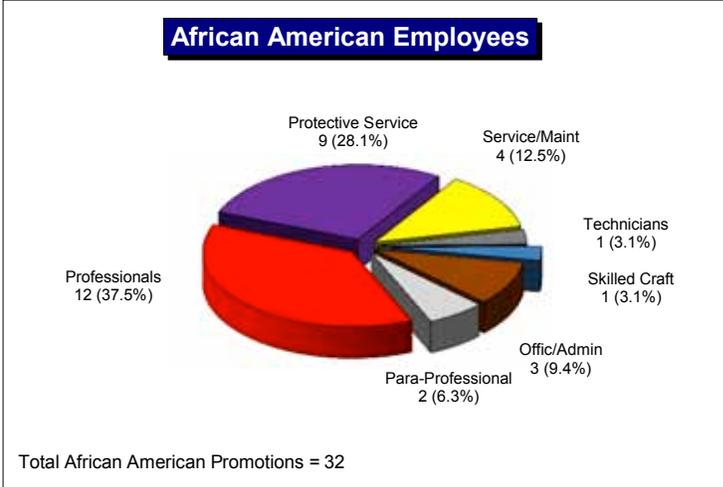
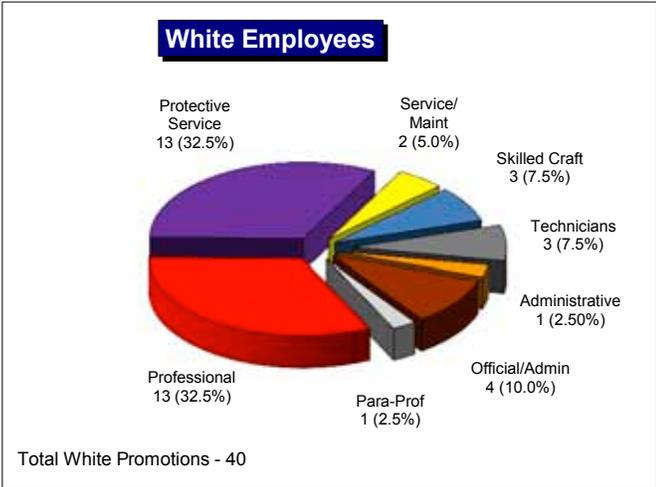
## Career Employee Promotions By Gender and Race/Ethnicity



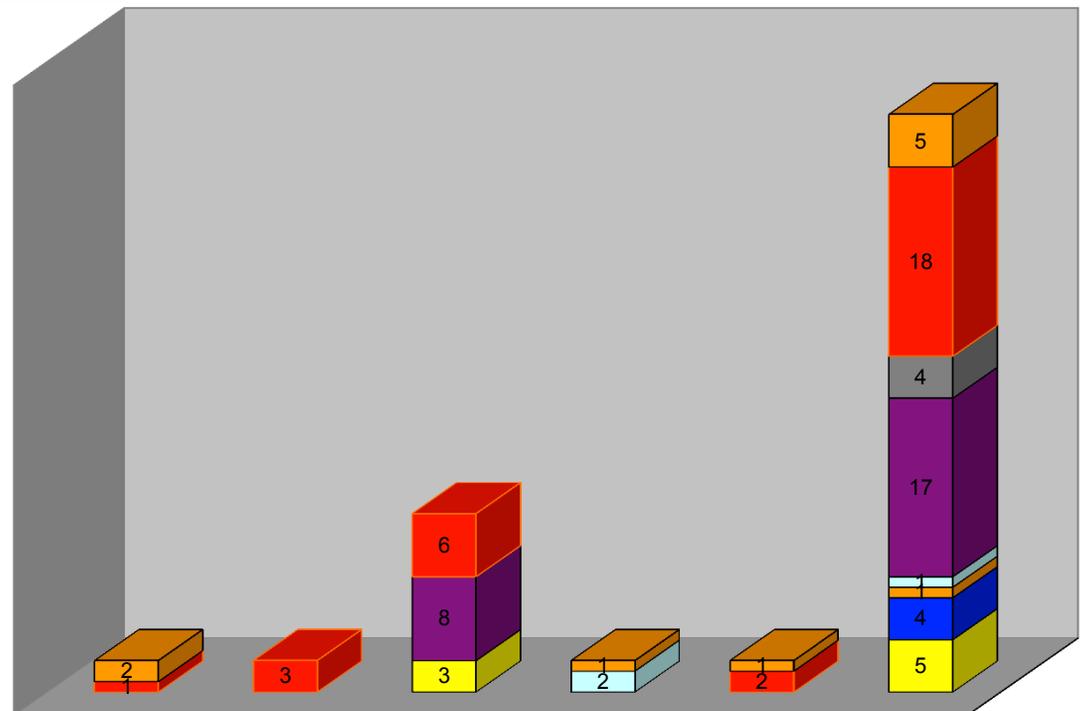
|        | White | Black | Asian | Hispanic | American Indian |
|--------|-------|-------|-------|----------|-----------------|
| Female | 15    | 14    | 1     | 4        | 0               |
| Male   | 25    | 18    | 2     | 3        | 2               |

**84 Promotions Commission-wide**

## Career Employee Promotions By Race/Ethnicity and Employment Category

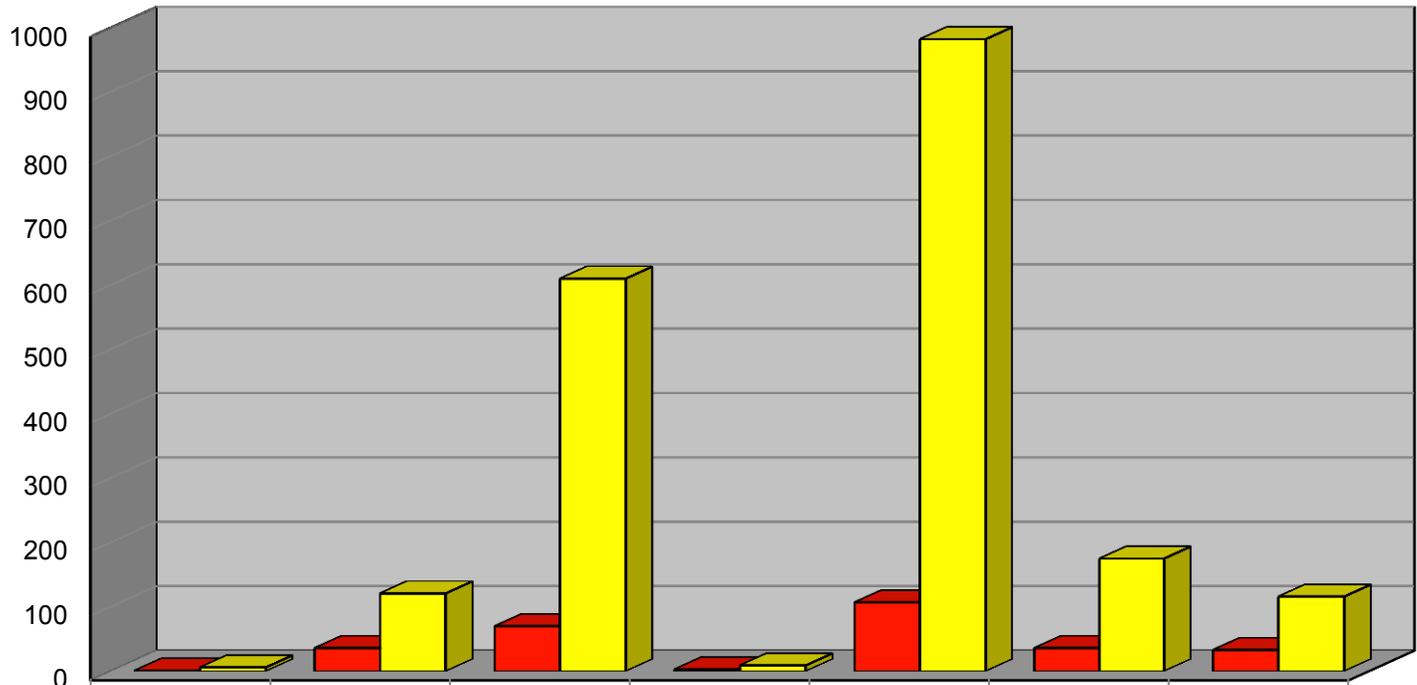


## Career Employee Promotions By Employment Category Per Department



|                            | CAS | MC Planning | MC Parks | PGC Comm. Office | PGC Planning | Parks & Recreation |
|----------------------------|-----|-------------|----------|------------------|--------------|--------------------|
| ■ Officials/Administrators | 2   |             |          | 1                | 1            | 5                  |
| ■ Professionals            | 1   | 3           | 6        |                  | 2            | 18                 |
| ■ Technicians              |     |             |          |                  |              | 4                  |
| ■ Protective Services      |     |             | 8        |                  |              | 17                 |
| ■ Paraprofessionals        |     |             |          | 2                |              | 1                  |
| ■ Administrative           |     |             |          |                  |              | 1                  |
| ■ Skilled Crafts           |     |             |          |                  |              | 4                  |
| ■ Service Maintenance      |     |             | 3        |                  |              | 5                  |

## Employees at Top of Grade (TOG) By Department



|                     |   |     |     |   |     |     |     |
|---------------------|---|-----|-----|---|-----|-----|-----|
| ■ Employees at TOG  | 1 | 36  | 70  | 3 | 107 | 36  | 33  |
| ■ Employees in Dept | 6 | 121 | 610 | 9 | 982 | 175 | 116 |

Total Employees at Top of Grade Commission-wide = 286

# Comparison of Cost-of-Living Adjustments FY01 -- FY11

(Percent of Increase)

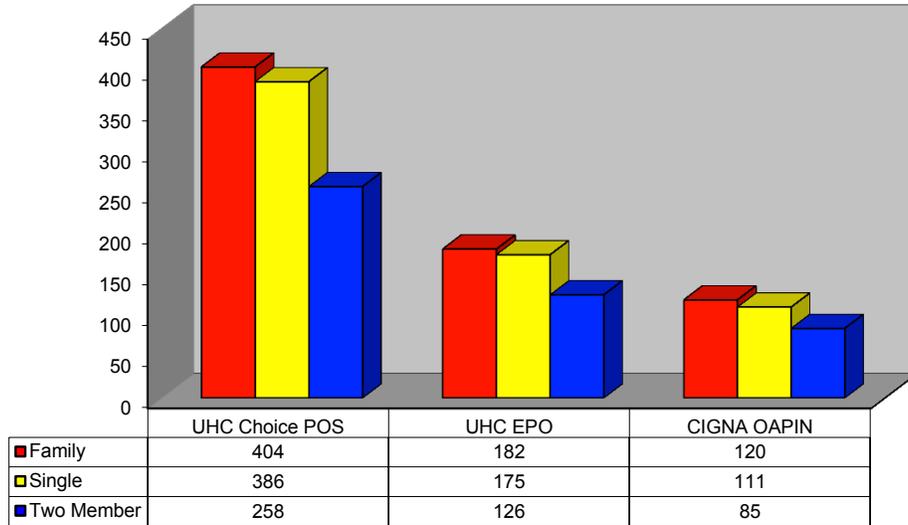
| Fiscal Year       | M-NCPPC         |                                      |                       | MONTGOMERY COUNTY |                  |                       | PRINCE GEORGE'S COUNTY |                                    |                       |
|-------------------|-----------------|--------------------------------------|-----------------------|-------------------|------------------|-----------------------|------------------------|------------------------------------|-----------------------|
|                   | Park Police FOP | Ser/Labor Trades Office (Local 1994) | Non-Repres. Employees | Police (FOP)      | OPT & SLT (1994) | Non-Repres. Employees | Police (FOP)           | Ser/Labor Trades Office (AFSCME)++ | Non-Repres. Employees |
| 2001              | 2.250           | 3.000 (a)                            | 3.000 (a)             | 2.700             | 3.000 (b)        | 3.000 (b)             | 2.500 (c)              | 2.750                              | 2.750                 |
| 2002              | 3.000 (d)       | 3.000 (ei)                           | 3.100 (e)             | See Note (f)      | 3.250            | 3.250                 | 4.700                  | 3.000                              | 3.000                 |
| 2003              | 3.500 (g)       | 3.250 (gg)                           | 3.250 (gg)            | 4.000 (h)         | 3.500            | 3.500                 | 3.500                  | 3.000                              | 3.000                 |
| 2004              | 2.750           | 2.500                                | 2.500 (i)             | 2.000             | 3.750            | 2.000                 | 2.000                  | 3.000                              | 3.000                 |
| 2005              | 2.500 (l)       | 2.700                                | 2.700                 | 2.000 (j)         | 2.000 (j)        | 2.000 (j)             | 2.000 (k)              | 3.000 (m)                          | 1.500                 |
| 2006              | 3.500 (n)       | 2.800                                | 2.800                 | 2.750             | 2.75             | 2.750                 | 3.000                  | 2.500                              | 2.500                 |
| 2007              | 4.500           | 3.000                                | 3.000                 | 4.000 (o)         | 4.00 (p)         | 4.000 (p)             | 3.000                  | 2.500                              | 2.500                 |
| 2008              | 4.500           | 3.250                                | 3.250                 | 7.500 (q)         | 4.00             | 4.000                 | 2.500                  | 2.500                              | 2.500                 |
| 2009              | 3.250           | 3.250                                | 3.250                 | 4.250 (r)         | 4.50 (s)         | 4.500 (s)             | 3.000                  | 2.500                              | 2.500                 |
| 2010              | 3.750           | See note (u)                         | 0.000                 | 0.000             | 0.000            | 0.000                 | 0.000                  | 0.000                              | 0.000                 |
| 2011              | 0.000           | 0.000                                | 0.000                 | 0.000             | 0.000            | 0.000                 | 0.000                  | 0.000                              | 0.000                 |
| <b>Cumulative</b> | <b>33.500</b>   | <b>26.750</b>                        | <b>26.850</b>         | <b>29.200</b>     | <b>30.750</b>    | <b>31.000</b>         | <b>26.200</b>          | <b>24.750</b>                      | <b>23.250</b>         |

++Closely matches classes represented by MCGEO Local 1994 at M-NCPPC

- (a) FY01 COLA was 2.5% on July, 2000 and .5% in January, 2001
- (b) FY01 COLA was 2% in July, 2000 and 1% in January, 2001
- (c) FY01 COLA was 1.5% in July, 2000 and 1% in January, 2001
- (d) FY02 COLA 3% on 2/02
- (e) FY02 COLA 2.5% on 7/01 and .5% on 1/02
- (f) FY02 COLA \$2800 on 7/01 plus \$600 on 1/02 added to base
- (g) FY03 COLA 2.5% effective 2/03 and 1.0% COLA effective 11/02; additional 2.5% COLA for Sergeants only in 8/02
- (gg) FY03 COLA 2.5% effective 7/02 and .75% COLA effective 10/02
- (h) FY03 COLA 3.0% effective 7/02; 1.0% effective 1/03
- (i) COLA effective 9/14/03
- (j) COLAs effective 9/5/04
- (k) FY05 COLA, 1.0% in 7/04 and 1.0% in 1/05

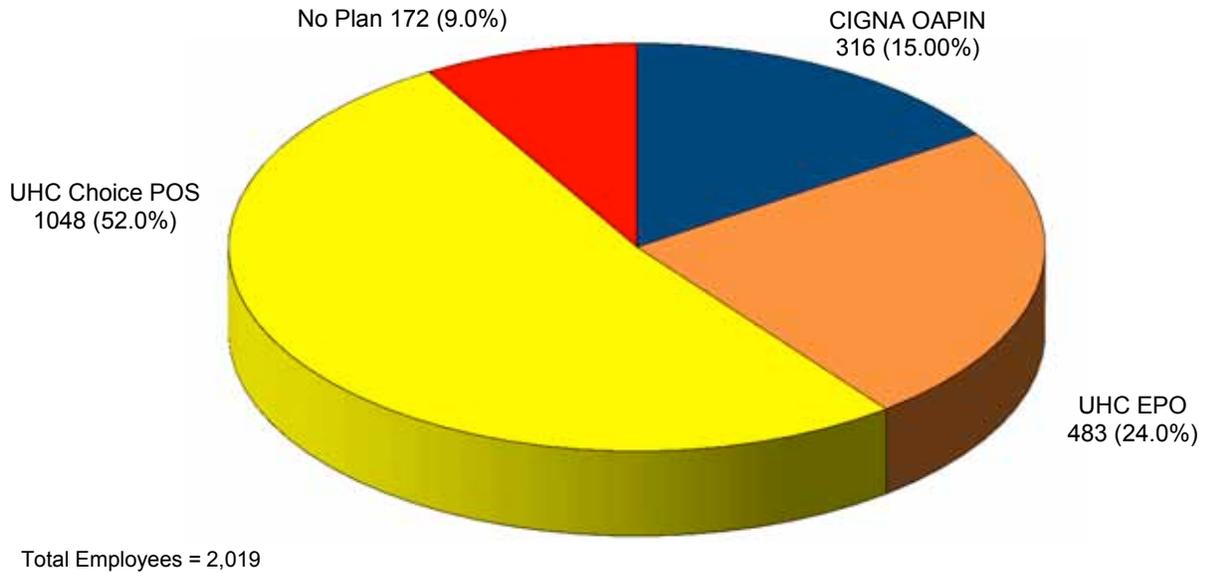
- (l) FY05 COLA effective 5/05; graded officers received 2.5%; Sergeants received 5.0%
- (m) FY05 COLA, 1.0% in 7/04, 1.0% in 1/05, and 1.0% in 4/05
- (n) Officers received 2.5% effective 7/05 and a 1% COLA effective 4/06
- (o) FY07 COLA, 3.0% effective 1/9/06 and 1.0% effective 1/7/07
- (p) FY07 COLA, 3.0% effective 7/1/06 and 1.0% effective 1/1/07
- (q) Salary schedule adjusted by \$3,151 - equivalent to 7.5%, effective 7/1/07
- (r) FY09 COLA, 4.25% for officers
- (s) FY09 COLA of 4.5% for Service/Labor, Trades and Office Units, and Non-represented
- (t) FY09 one-time 2% longevity for employees with performance ratings of exceptional or highly successful for 2 most consecutive years and are at top of grade, and have 20 years completed service
- (u) \$1,420 lump sum wage adjustment with \$640 representing COLA

### Medical Health Plan Participation by Coverage



Career Employees not participating in a M-NCPPC Health Program = 172

### Medical Health Plan Participation by Provider



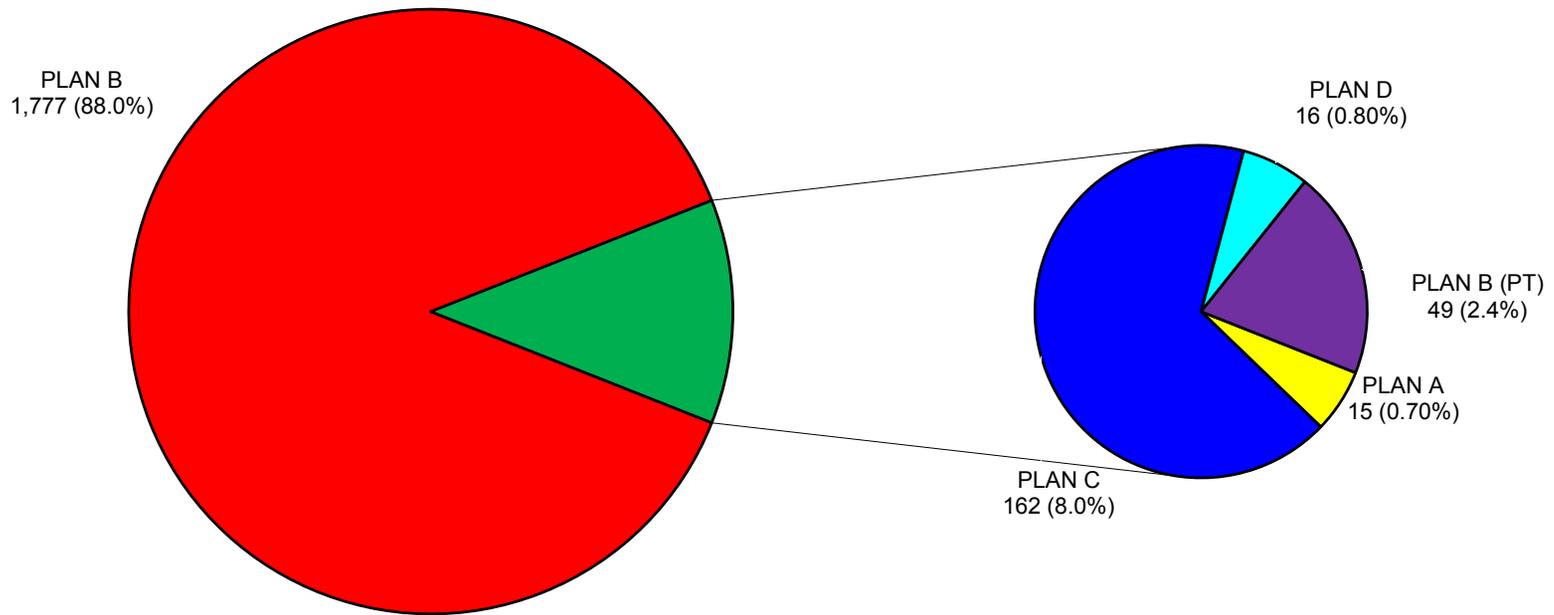
These graphs do not include participation in prescription drug, dental or vision coverage. Participation is based on calendar year. Distribution changes each calendar year at time of Open Enrollment.

## Active Career Health Plan Participation

| Health Plan           | Coverage   | Enrolled    | Percentage    |
|-----------------------|------------|-------------|---------------|
| <b>IPA Models</b>     |            |             |               |
| UHC EPO               | Family     | 182         | 8.80%         |
| UHC EPO               | Single     | 175         | 8.20%         |
| UHC EPO               | Two-Member | 126         | 5.90%         |
|                       |            | <b>483</b>  | <b>22.90%</b> |
|                       |            |             |               |
| CIGNA OAPIN           | Family     | 120         | 5.90%         |
| CIGNA OAPIN           | Single     | 111         | 5.50%         |
| CIGNA OAPIN           | Two-Member | 85          | 3.90%         |
|                       |            | <b>316</b>  | <b>15.30%</b> |
|                       |            |             |               |
| UHC Choice POS        | Family     | 404         | 20.30%        |
| UHC Choice POS        | Single     | 386         | 18.60%        |
| UHC Choice POS        | Two-Member | 258         | 12.10%        |
|                       |            | <b>1048</b> | <b>51.10%</b> |
|                       |            |             |               |
| <b>No Health Plan</b> |            | <b>172</b>  | <b>10.60%</b> |
|                       |            |             |               |
| <b>Total</b>          |            | <b>2019</b> | <b>100%</b>   |

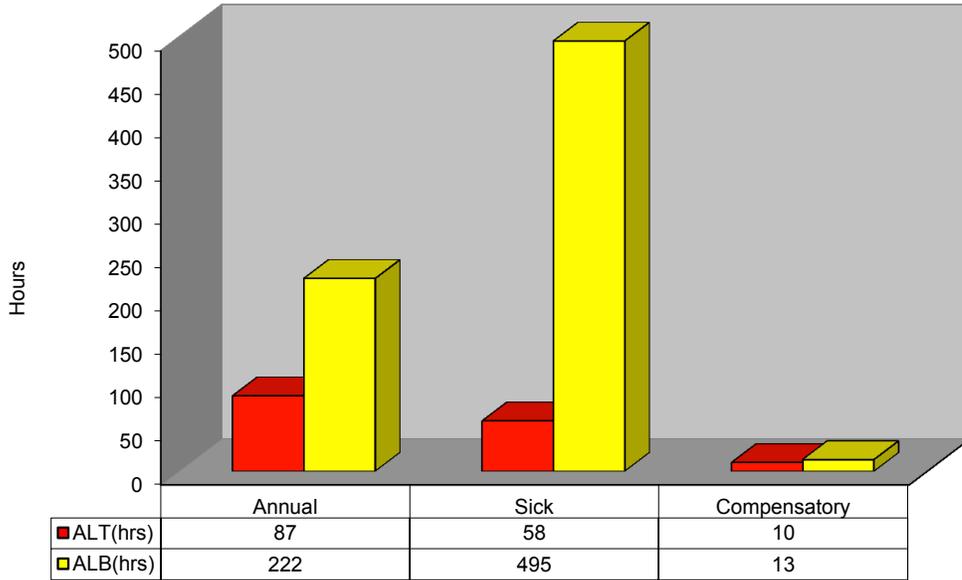
NOTE: Does not include participation in prescription drug, supplemental dental, or vision coverage. Participation is based on calendar year. Distribution changes each calendar year through Open Enrollment transfers.

## Participation in Employee Retirement Plans



Total employees = 2,019 Plans C & D are for Park Police.  
Non Public-Safety employees are in Plans A or B.

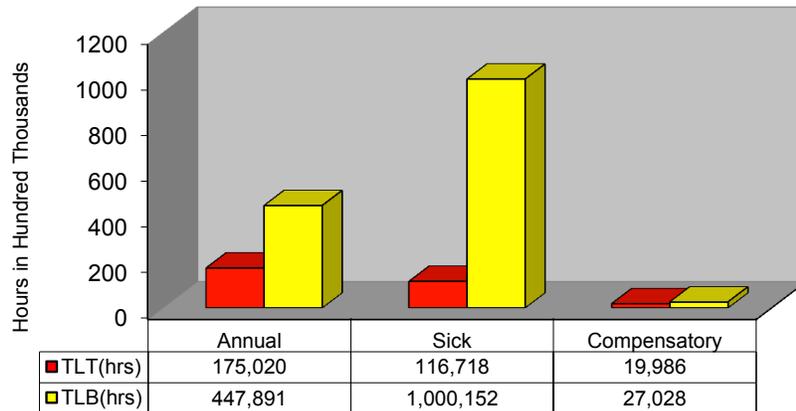
### Per Employee Average Leave Taken/Average Leave Balance



ALT = Average Leave Taken

ALB - Average Leave Balance

### Total Leave Taken/ Total Leave Balance

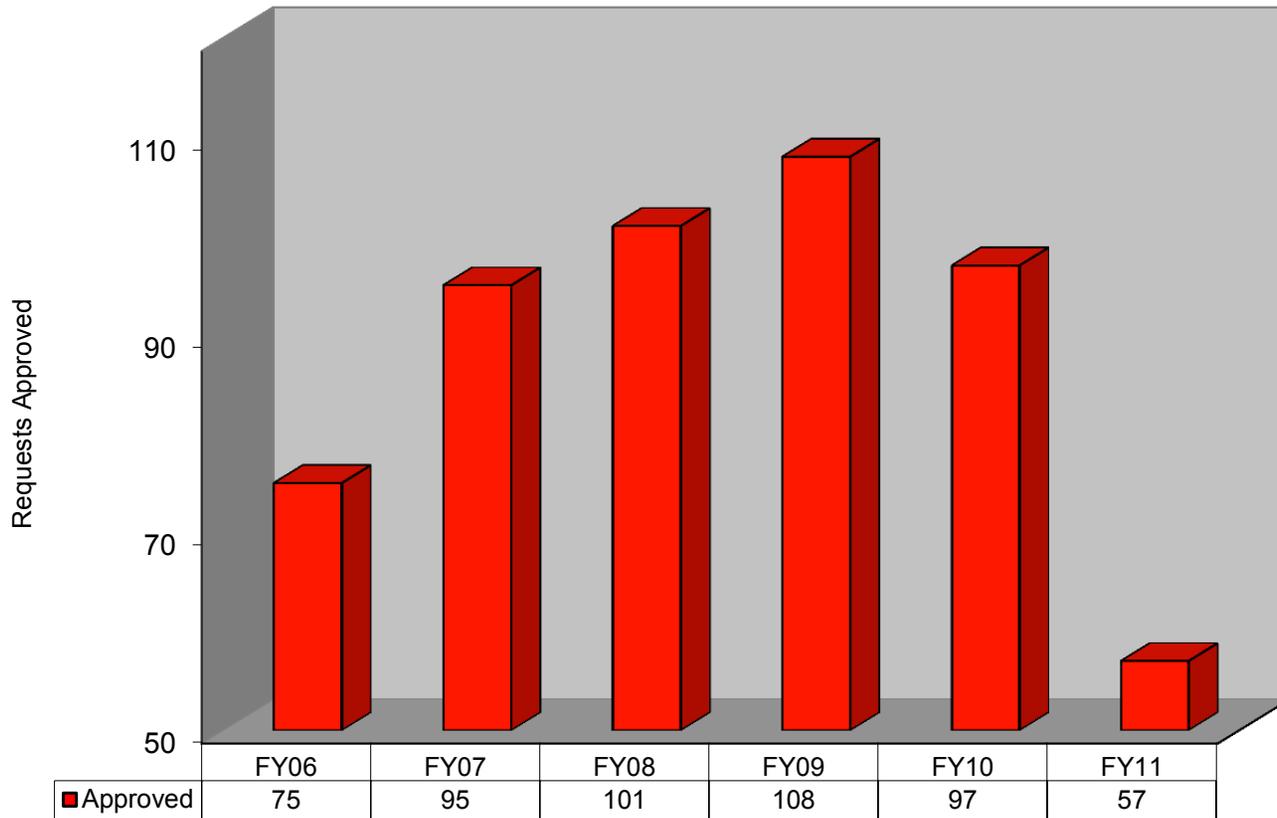


TLT = Total Leave Taken

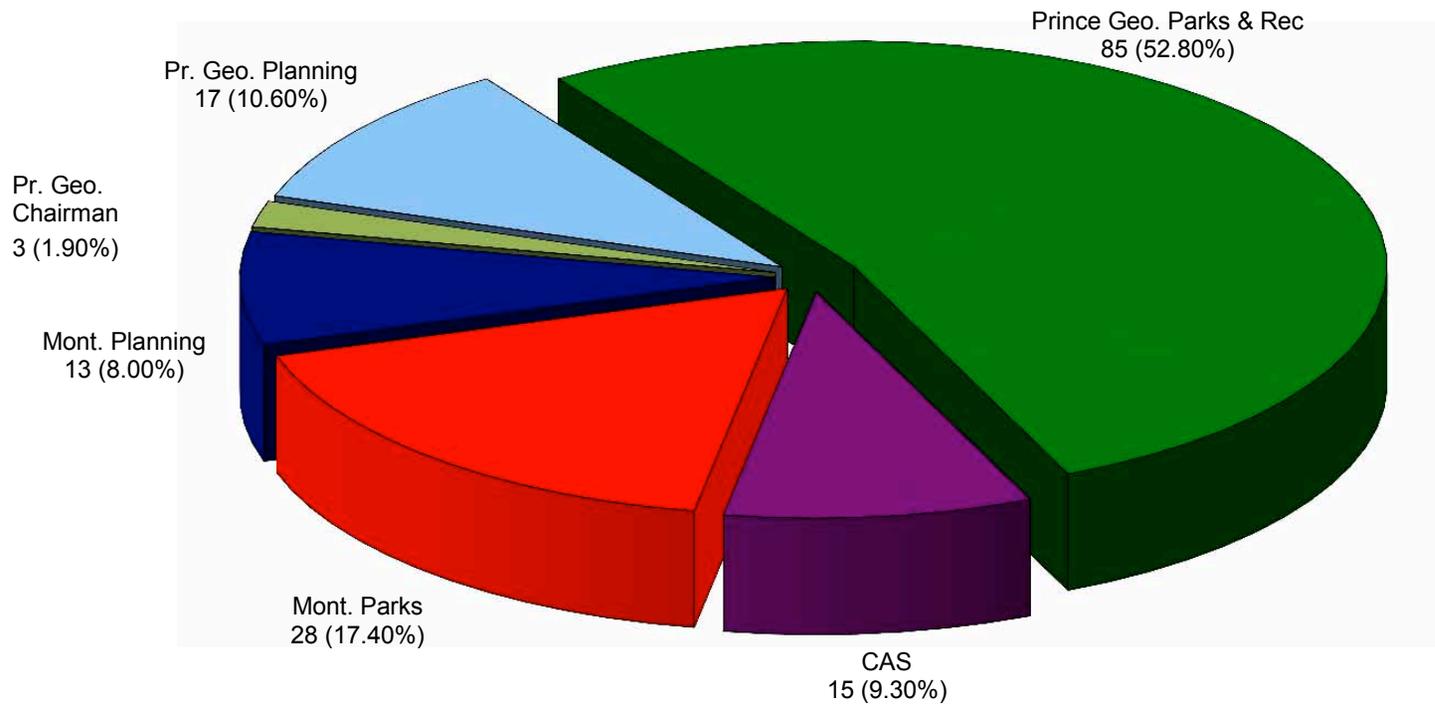
TLB - Total Leave Balance

Annual and Compensatory leave balances reflect a potential liability for payment to employee upon termination. Sick leave is lost upon termination, or if an employee is retiring, sick leave is converted to creditable service at retirement.

## Tuition Assistance Program - Commission Wide Participation

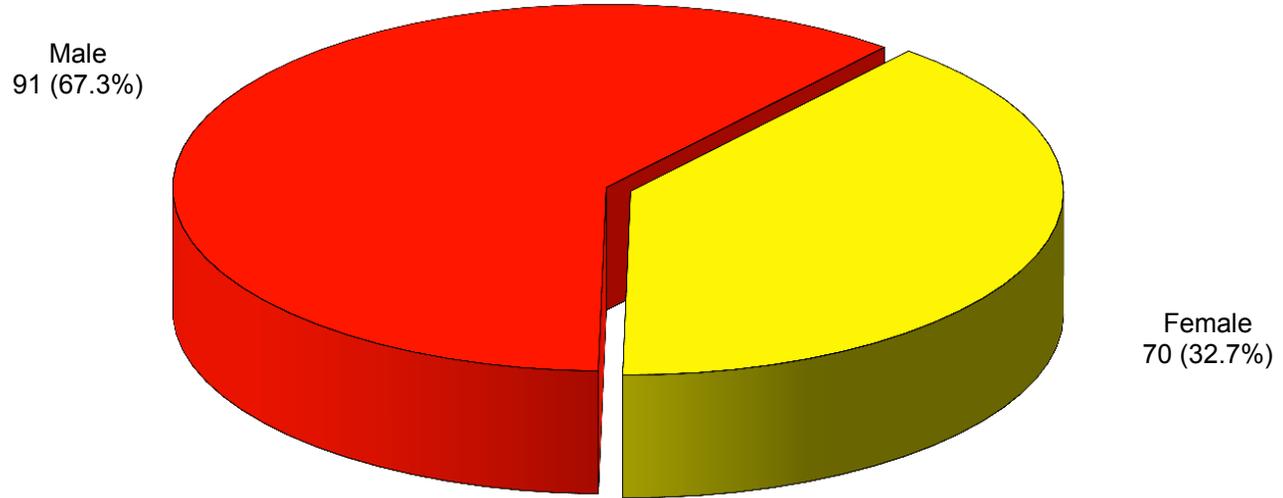


## Employee Turnover by Department



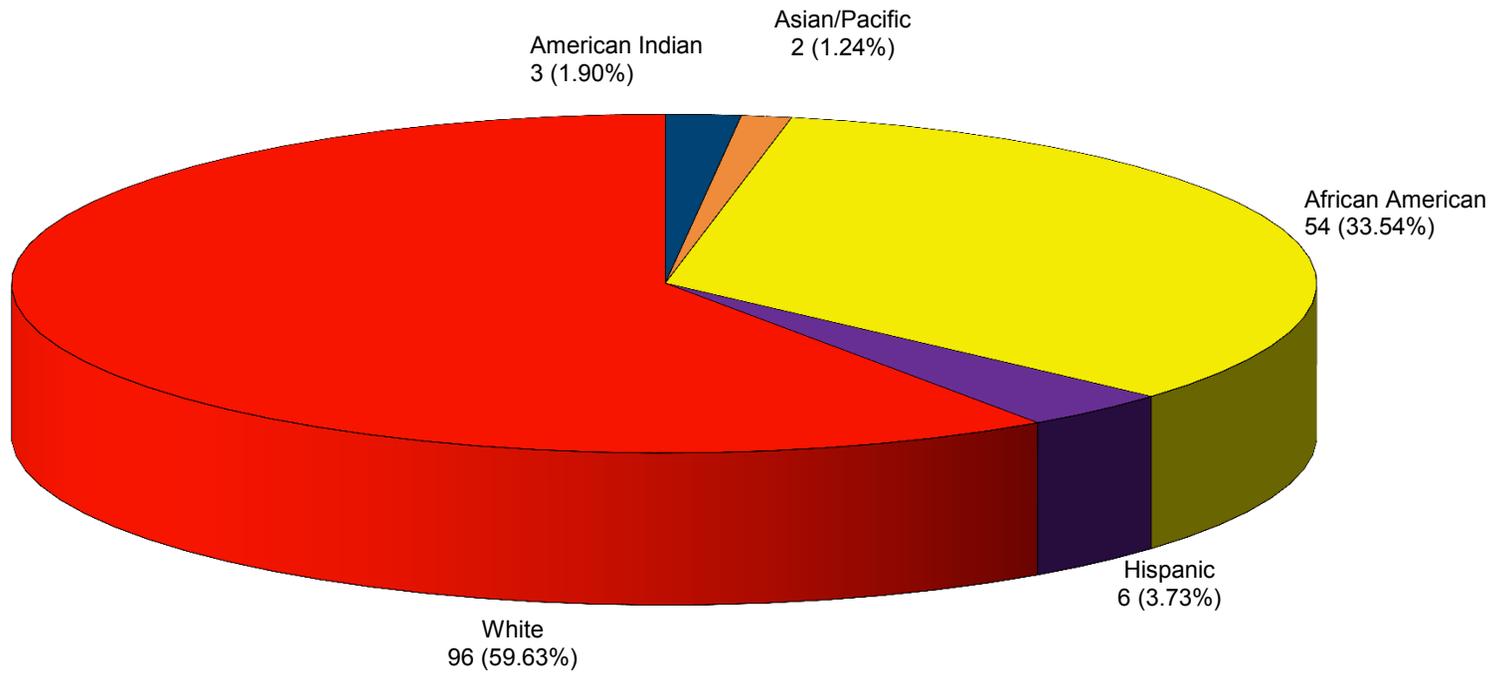
Commission-Wide Turnover = 161

### Employee Turnover by Gender



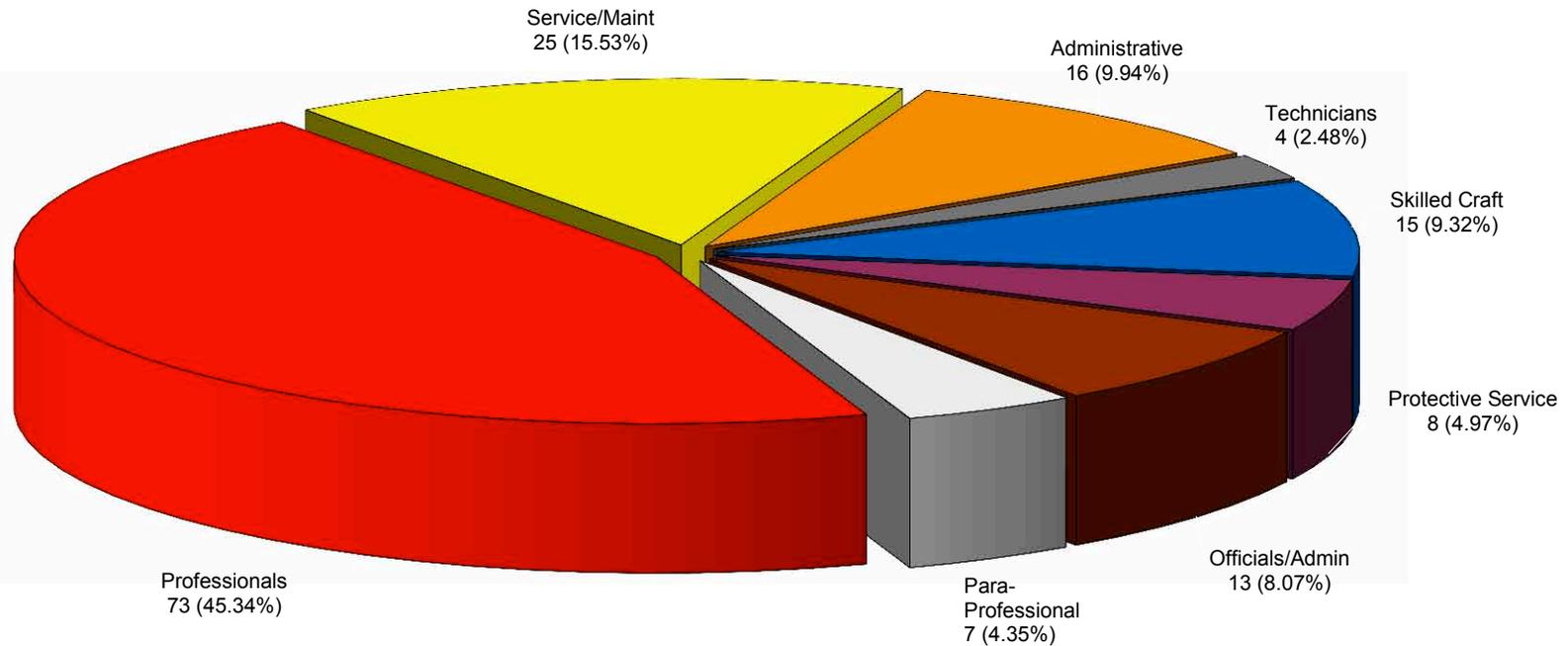
Note: Total Employees = 161

### Employee Turnover by Race/Ethnicity



Turnover Commission-Wide = 161

### Employee Turnover by Employment Category

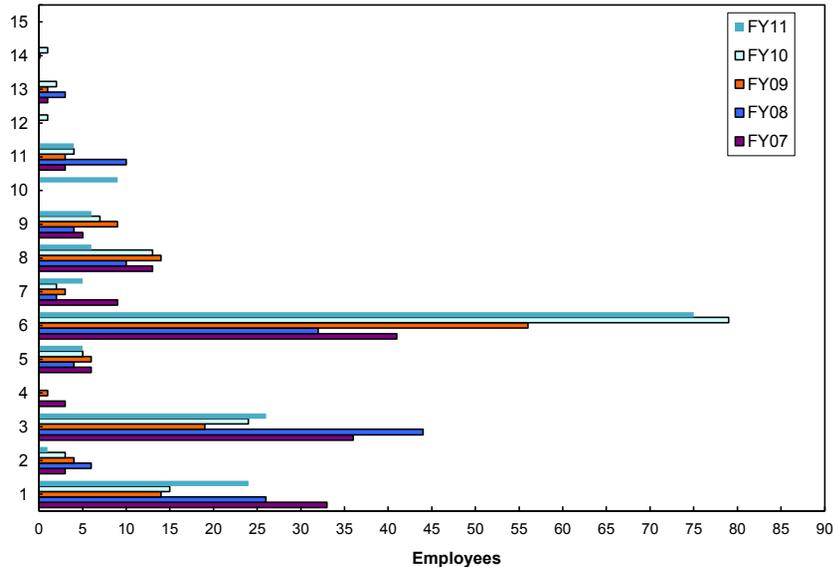


Commission-Wide Turnover = 161

# Number of Separations by Reason and Fiscal Year

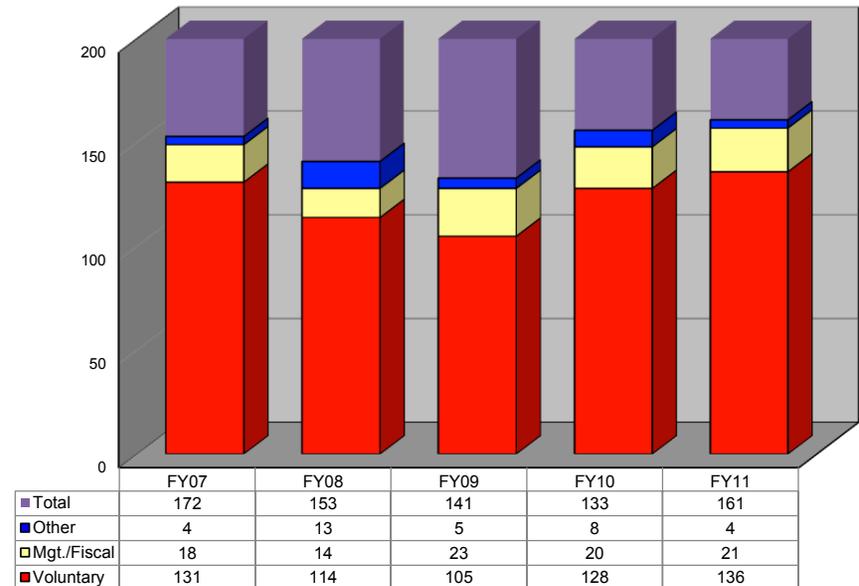
|                   |                            | 2007  | 2008  | 2009  | 2010  | 2011  |
|-------------------|----------------------------|-------|-------|-------|-------|-------|
| Voluntary         | New Job                    | 33    | 26    | 14    | 15    | 24    |
|                   | Relocation                 | 3     | 6     | 4     | 3     | 1     |
|                   | Personal Reasons           | 36    | 43    | 19    | 24    | 26    |
|                   | Return to School           | 3     | 0     | 1     | 0     | 0     |
|                   | Early Retirement           | 6     | 4     | 6     | 5     | 5     |
|                   | Normal Retirement          | 41    | 32    | 56    | 79    | 75    |
|                   | Quit Without Notice        | 9     | 2     | 3     | 2     | 5     |
|                   | Other                      | 0     | 1     | 2     | 0     | 0     |
| Management/Fiscal | Violation of Rules         | 13    | 10    | 14    | 13    | 6     |
|                   | Unsatisfactory Performance | 5     | 4     | 9     | 7     | 6     |
|                   | Reduction in Force (RIF)   | 0     | 0     | 0     | 0     | 9     |
| Other             | Death                      | 3     | 10    | 3     | 4     | 4     |
|                   | Not Specified              | 0     | 0     | 0     | 1     | 0     |
|                   | Disability/Medical         | 1     | 3     | 1     | 2     | 0     |
|                   | Resign Medical             | 0     | 0     | 1     | 1     | 0     |
|                   | Total Separations          | 153   | 141   | 133   | 156   | 161   |
| Turnover Rate     |                            | 7.73% | 6.80% | 6.20% | 7.40% | 7.50% |

**Turnover - Separation Reasons**

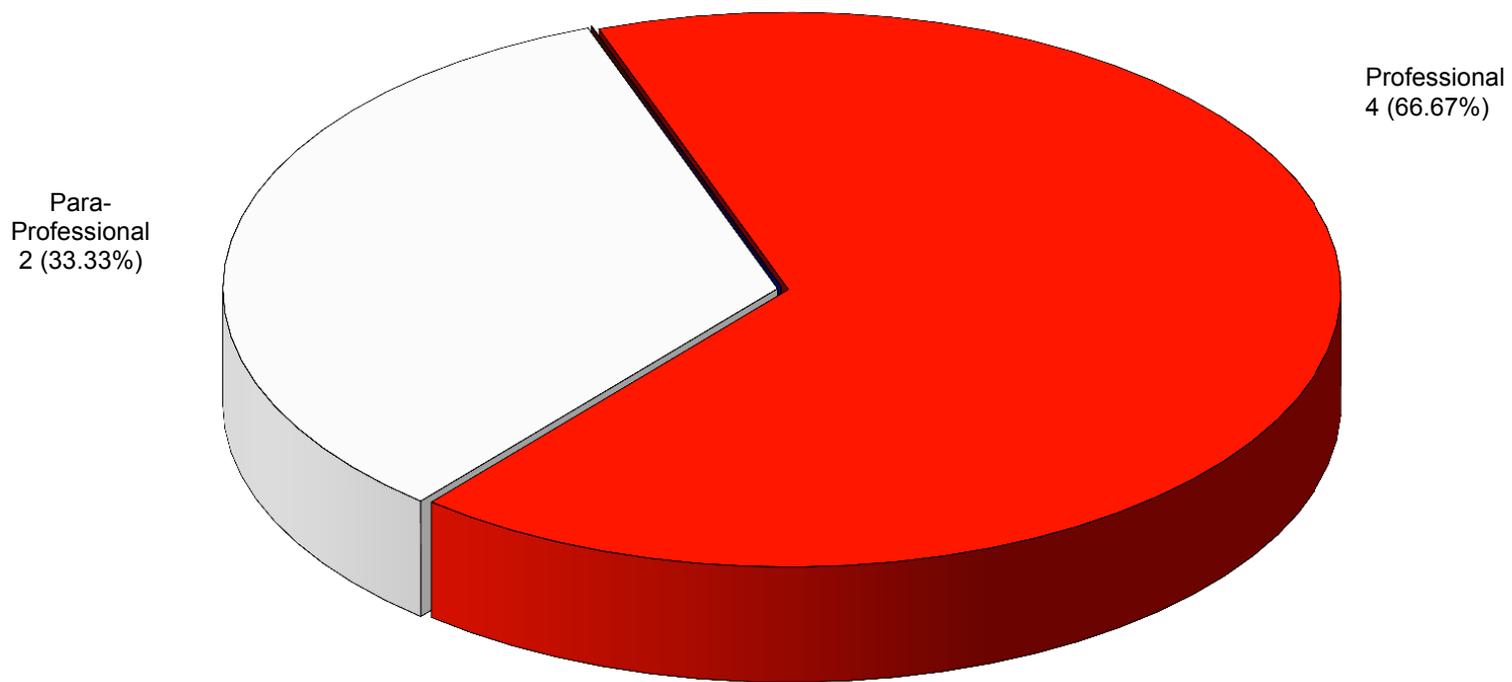


Category of Disability/Medical introduced in FY05

**Turnover - Separation Reasons**

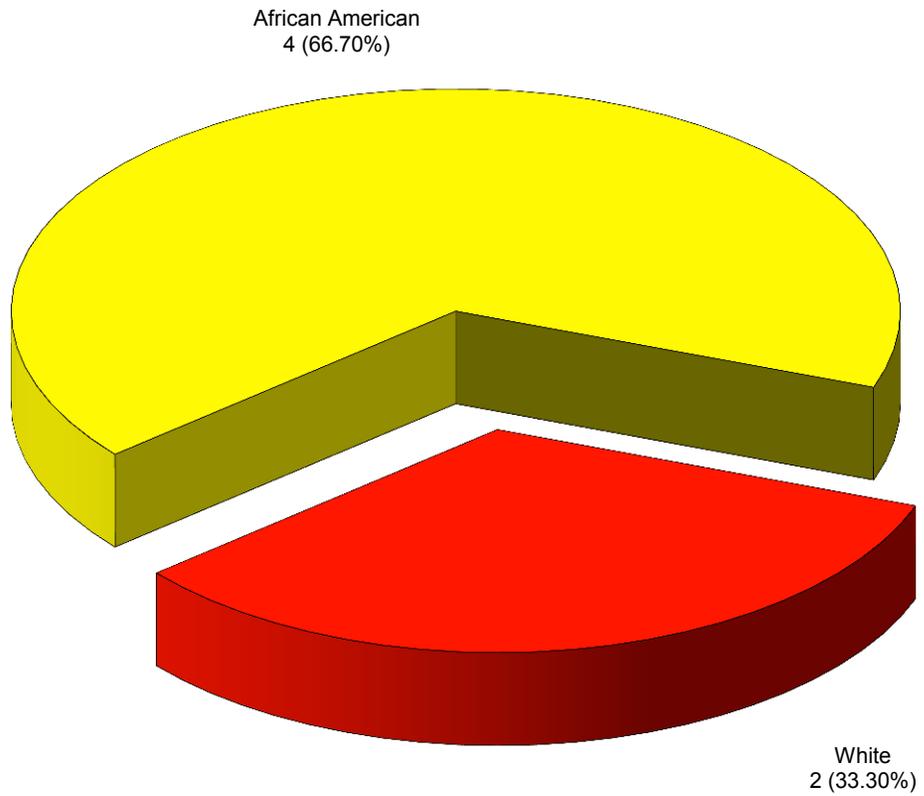


## Employees by Employment Category Montgomery County Commissioners' Office



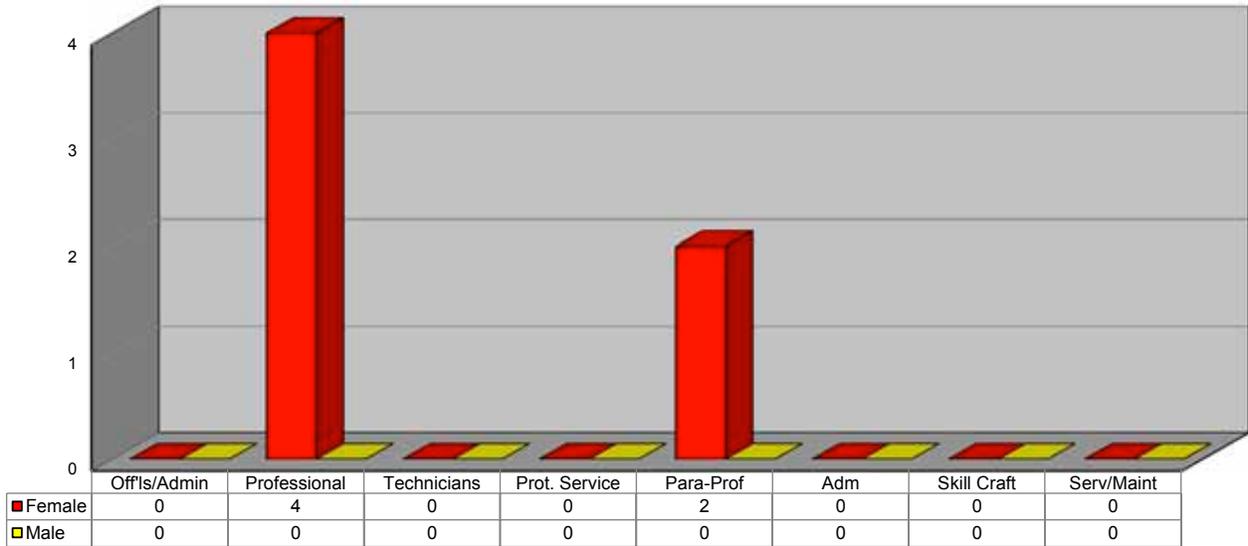
Total Montgomery County Commissioners' Office = 6

**Race/Ethnicity  
Career Employees  
Montgomery County Commissioners' Office**



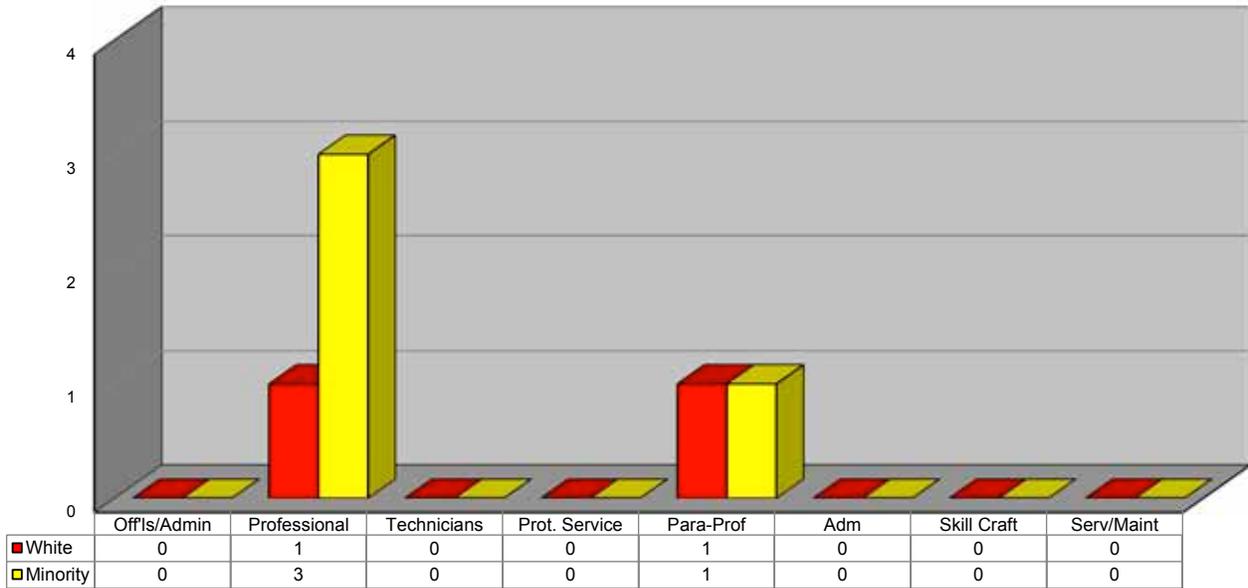
Total Montgomery County Commissioners' Office Employees = 6

**Distribution by Employment Category and Gender  
Montgomery County Commissioners' Office**



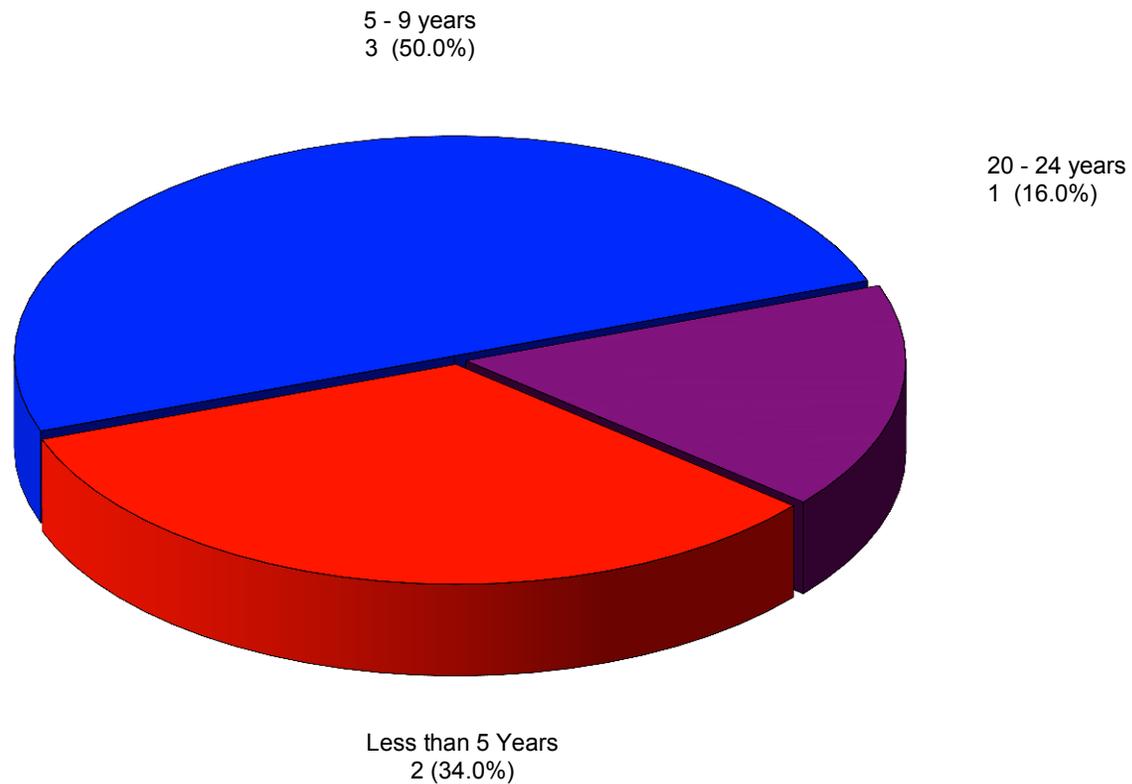
Total Montgomery County Commissioners' Office Employees = 6

**Distribution by Employment Category and Race/Ethnicity  
Montgomery County Commissioners' Office**



Total Montgomery County Commissioners' Office Employees = 6

### Average Length of Service Career Employees Montgomery County Commissioners' Office



Total Montgomery County Commissioners' Office Employees = 6

### Salary Range Career Full - Time Employees Montgomery County Commissioners' Office

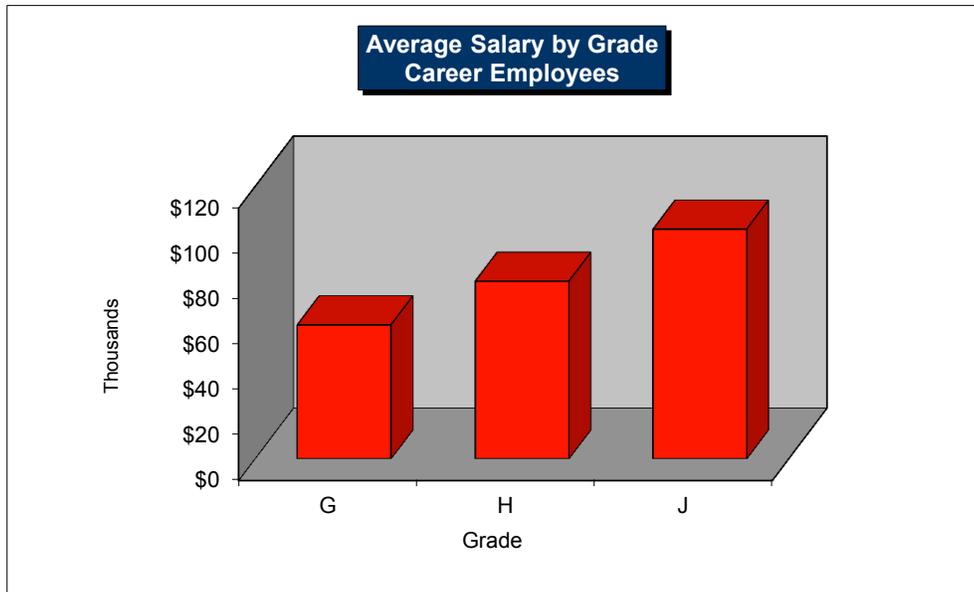


Total Montgomery Commissioners' Office Full-Time Employees = 5  
Average Salary: \$75,196  
Does not include part-time employees

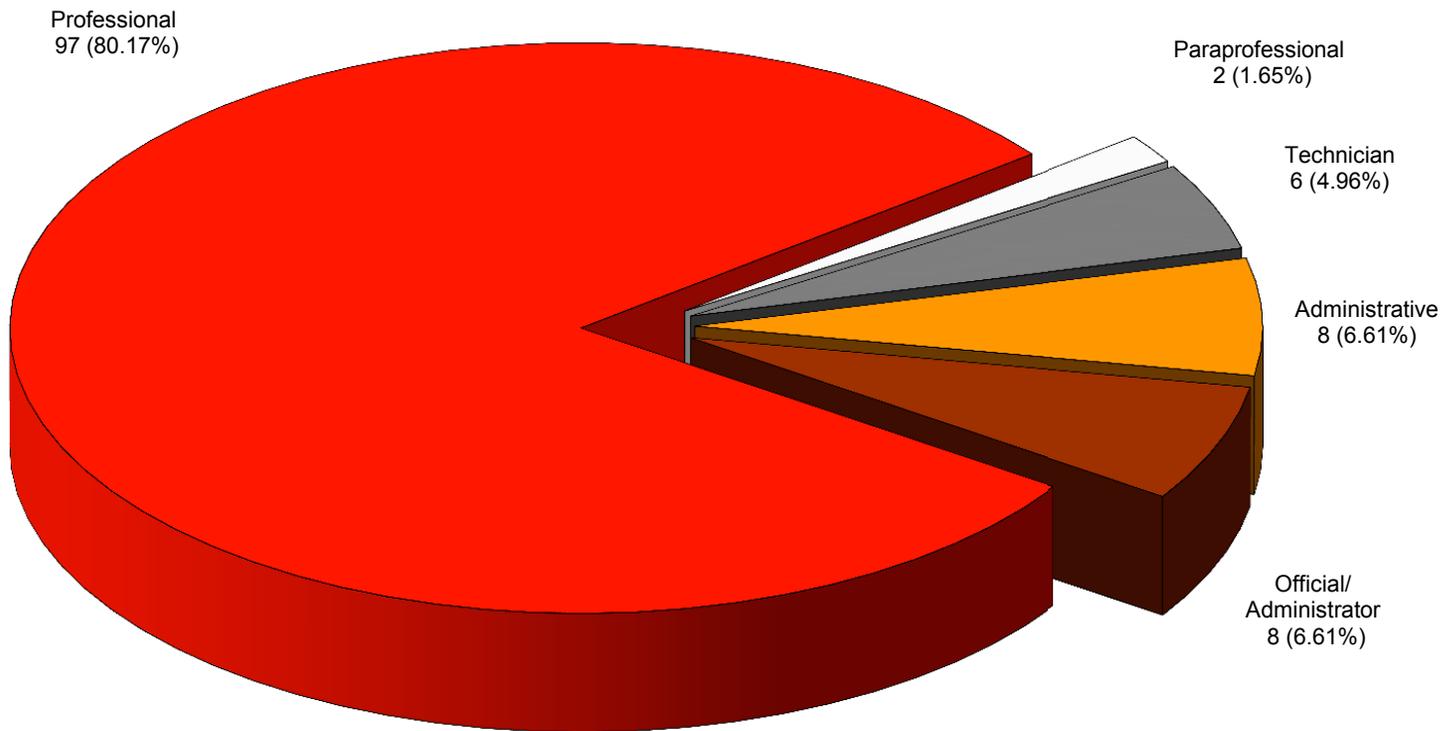
# Average Annual Salary for Career Employees by Grade Montgomery County Commissioners' Office

| Grade | Salary    |
|-------|-----------|
| G     | \$59,057  |
| H     | \$78,318  |
| J     | \$101,228 |

Average Departmental Salary: \$75,196  
Average Commission Salary: \$64,181

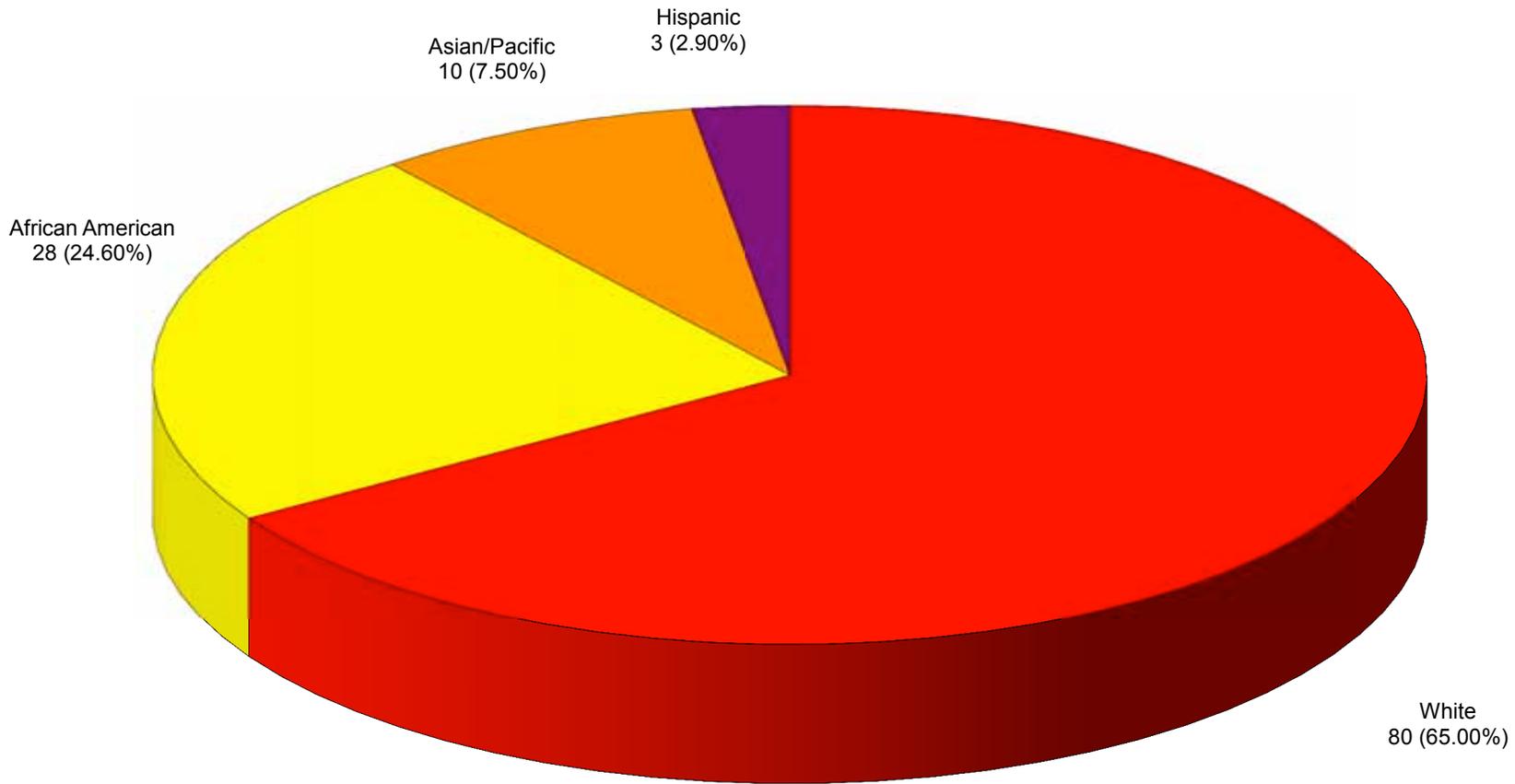


### Employees by Employment Category Montgomery County Department of Planning



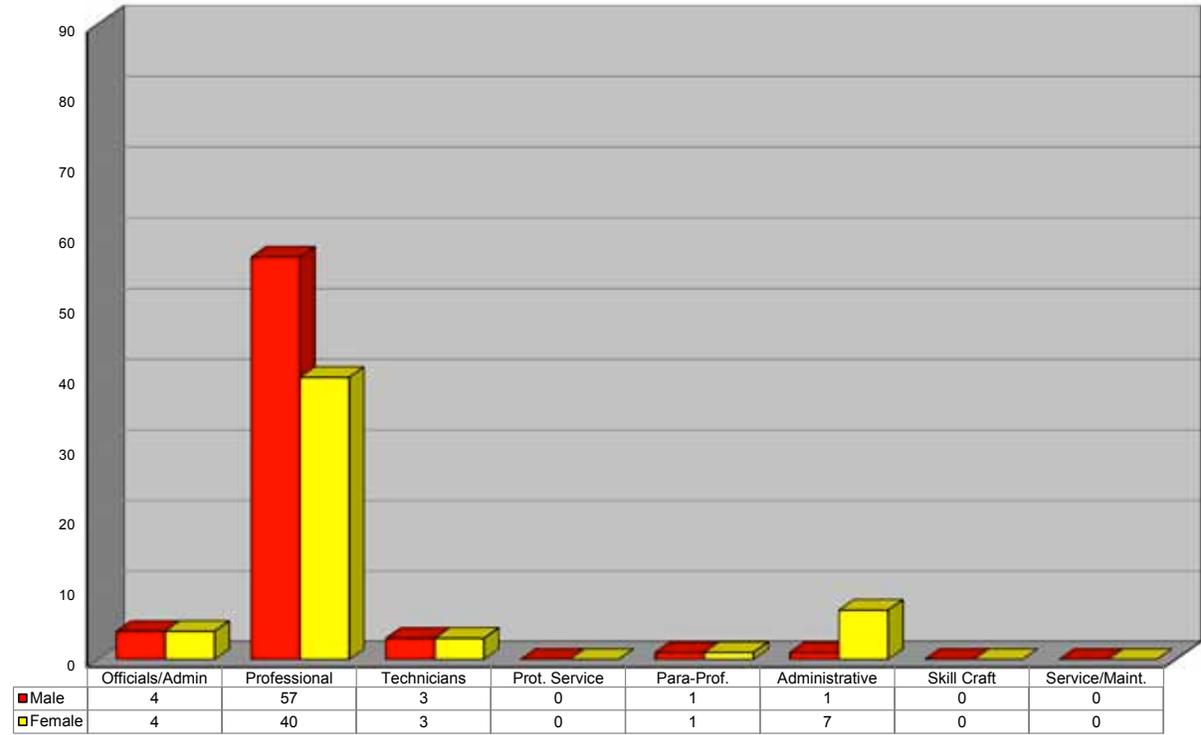
Total Employees Montgomery County Planning = 121

**Race/Ethnicity  
Career Employees  
Montgomery County Department of Planning**



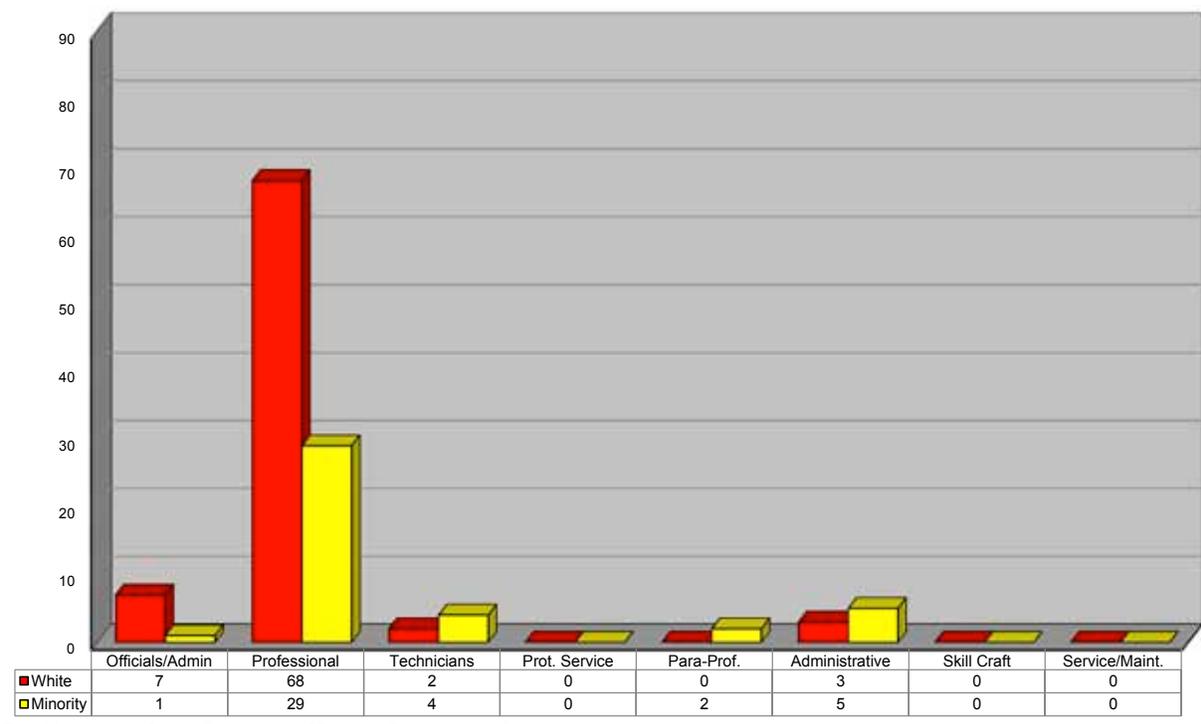
Total Montgomery County Department of Planning Employees = 121

**Distribution by Employment Category and Gender  
Montgomery County Department of Planning**



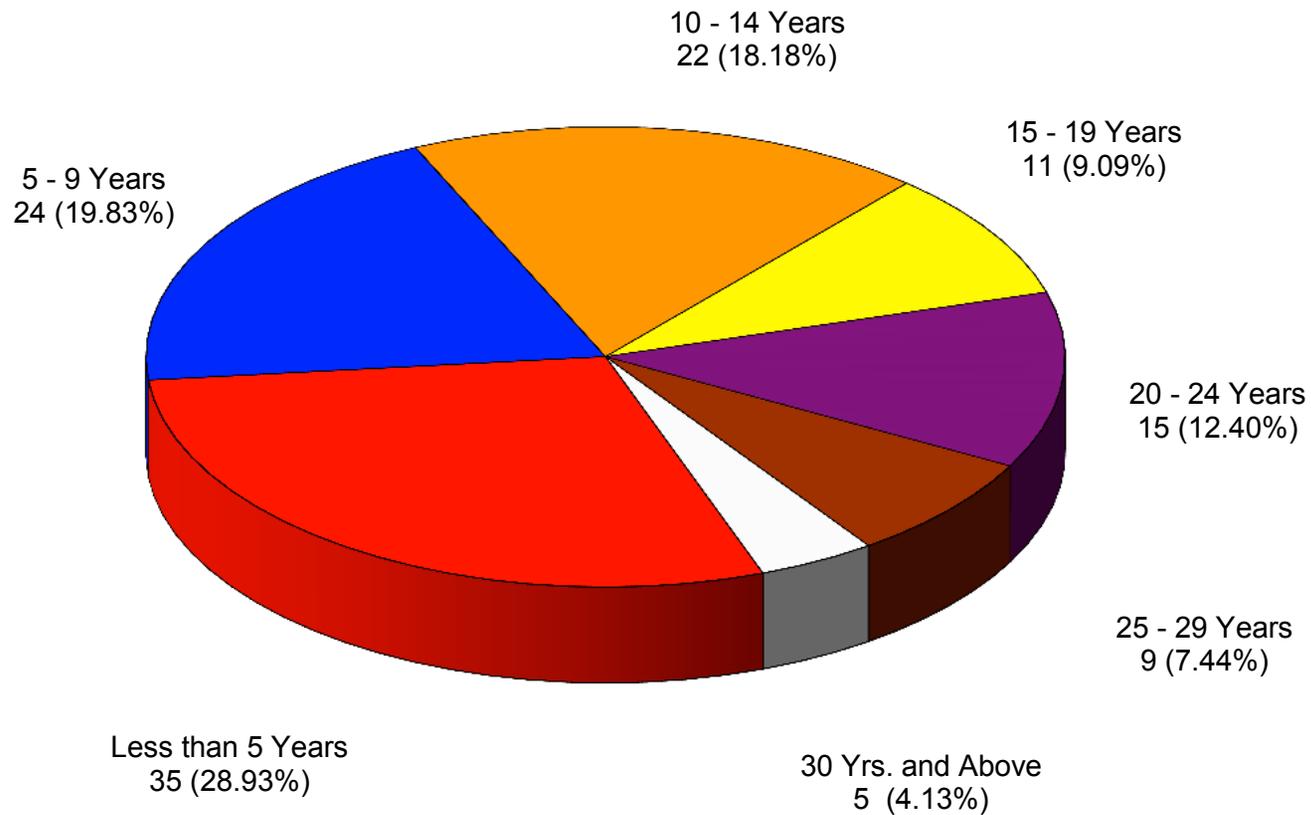
Total Montgomery County Department of Planning Employees = 121

**Distribution by Employment Category and Race/Ethnicity  
Montgomery County Department of Planning**



Total Montgomery County Department of Planning Employees = 121

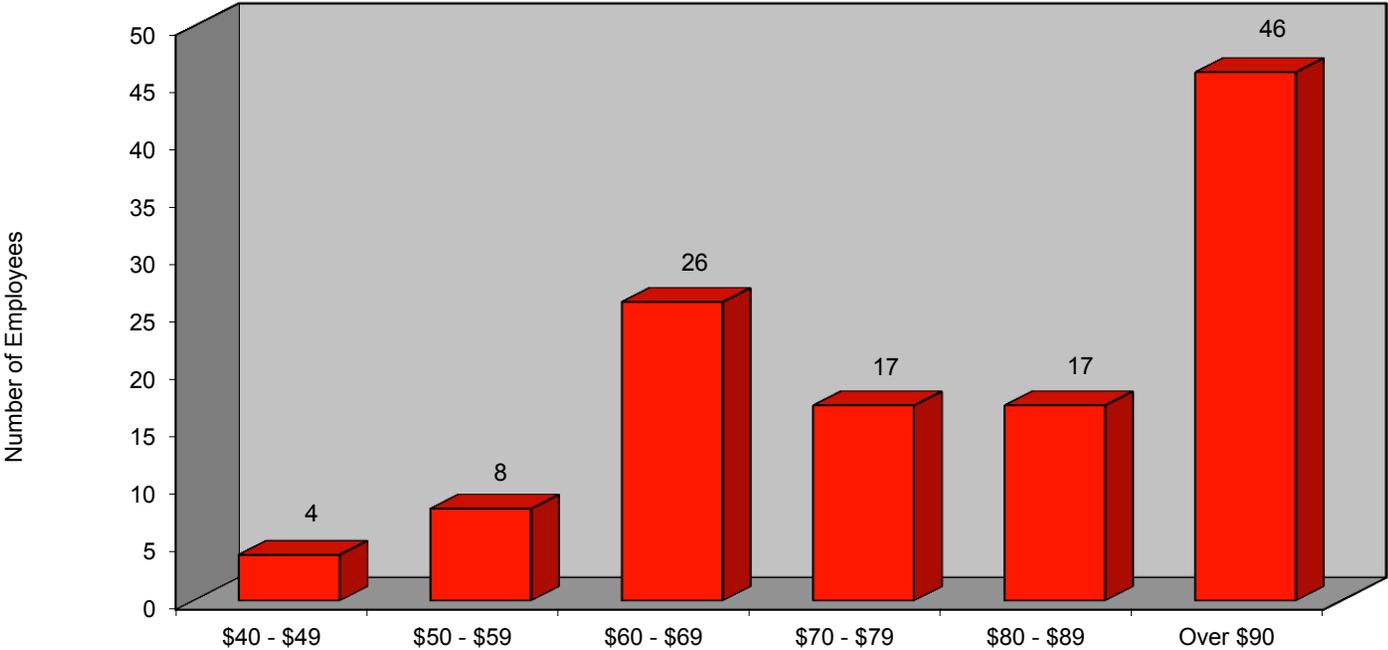
# Average Length of Service Career Employees Montgomery County Department of Planning



Total Montgomery County Department of Planning = 121

## Salary Range Career Full-Time Employees Montgomery County Department of Planning

Salary in thousands

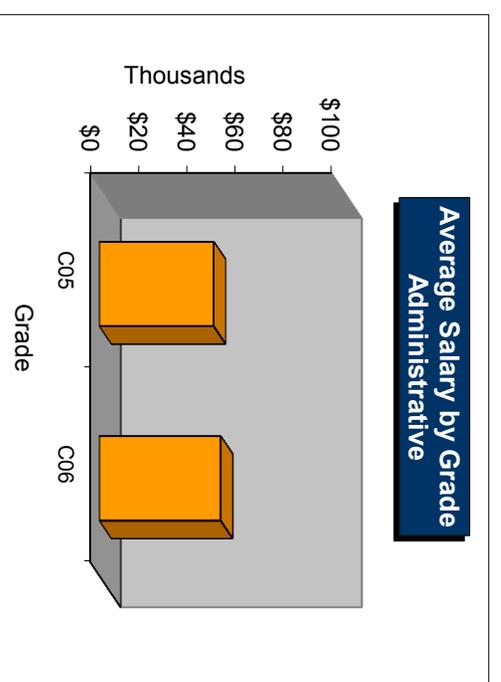
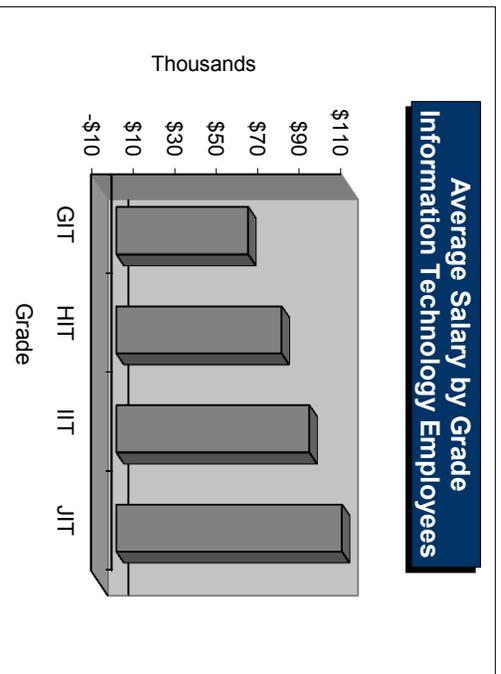
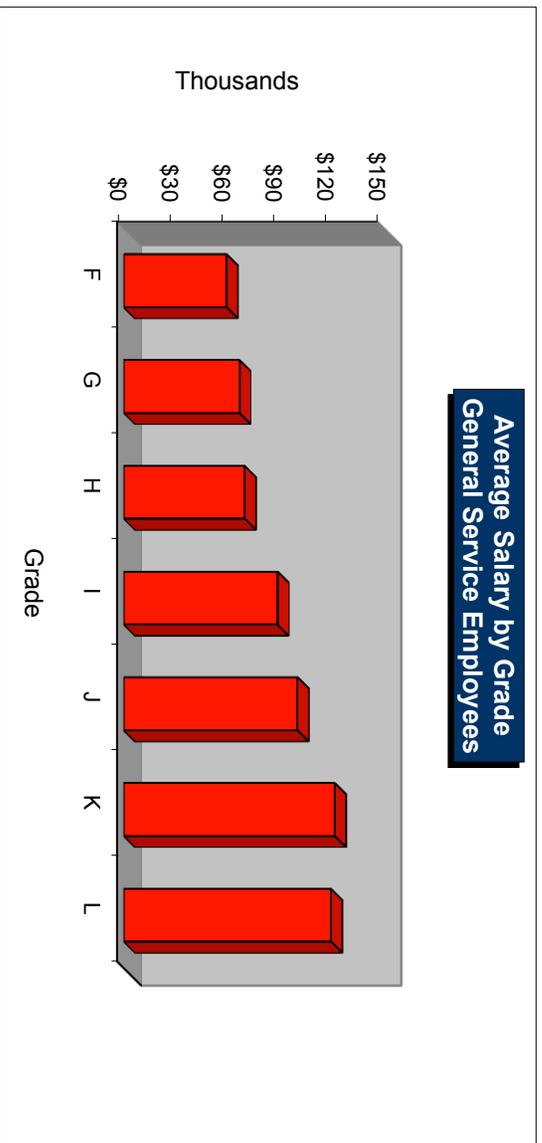


Total Montgomery County Planning - Full-Time Employees = 118  
Average Salary: \$74,771

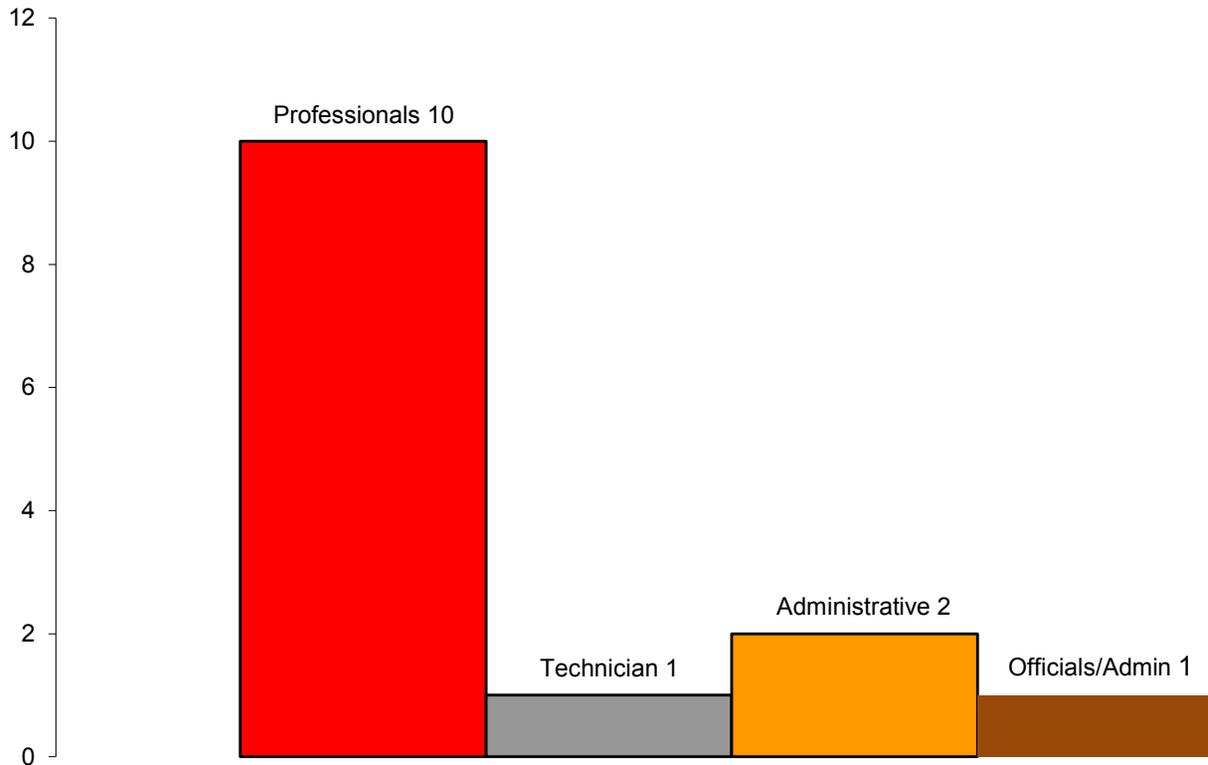
## Average Annual Salary for Career Employees by Grade Montgomery County Department of Planning

| Grade | Salary   | Grade | Salary    | Grade | Salary    |
|-------|----------|-------|-----------|-------|-----------|
| C05   | \$47,449 | F     | \$59,445  | GIT   | \$63,289  |
| C06   | \$50,340 | G     | \$66,875  | HIT   | \$79,310  |
|       |          | H     | \$69,871  | IIT   | \$92,641  |
|       |          | I     | \$88,809  | JIT   | \$108,270 |
|       |          | J     | \$100,321 |       |           |
|       |          | K     | \$121,831 |       |           |
|       |          | L     | \$119,638 |       |           |

Average Departmental Salary: \$74,771  
 Average Commission Salary: \$64,181

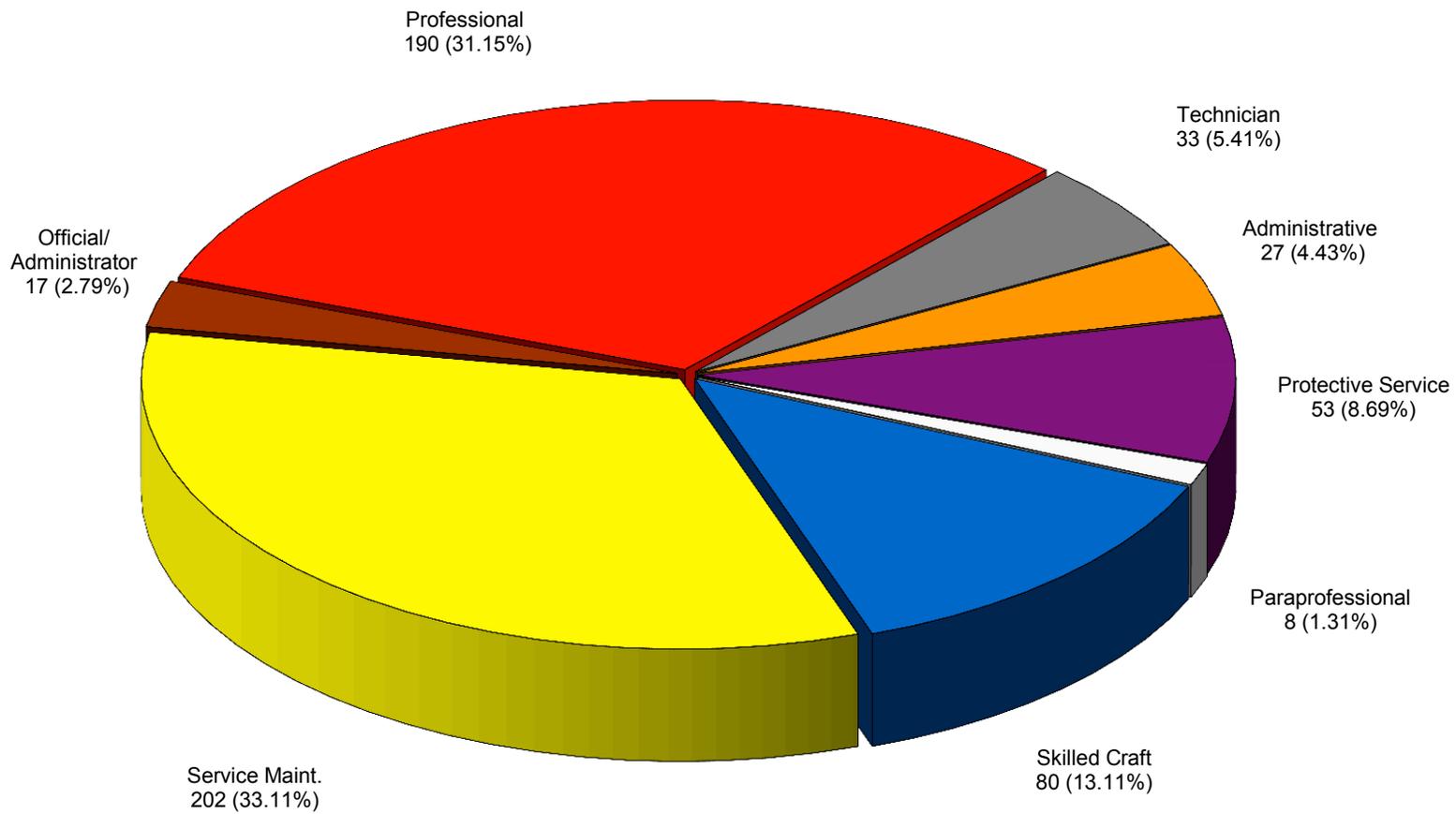


## Employee Turnover by Employment Category Montgomery County Department of Planning



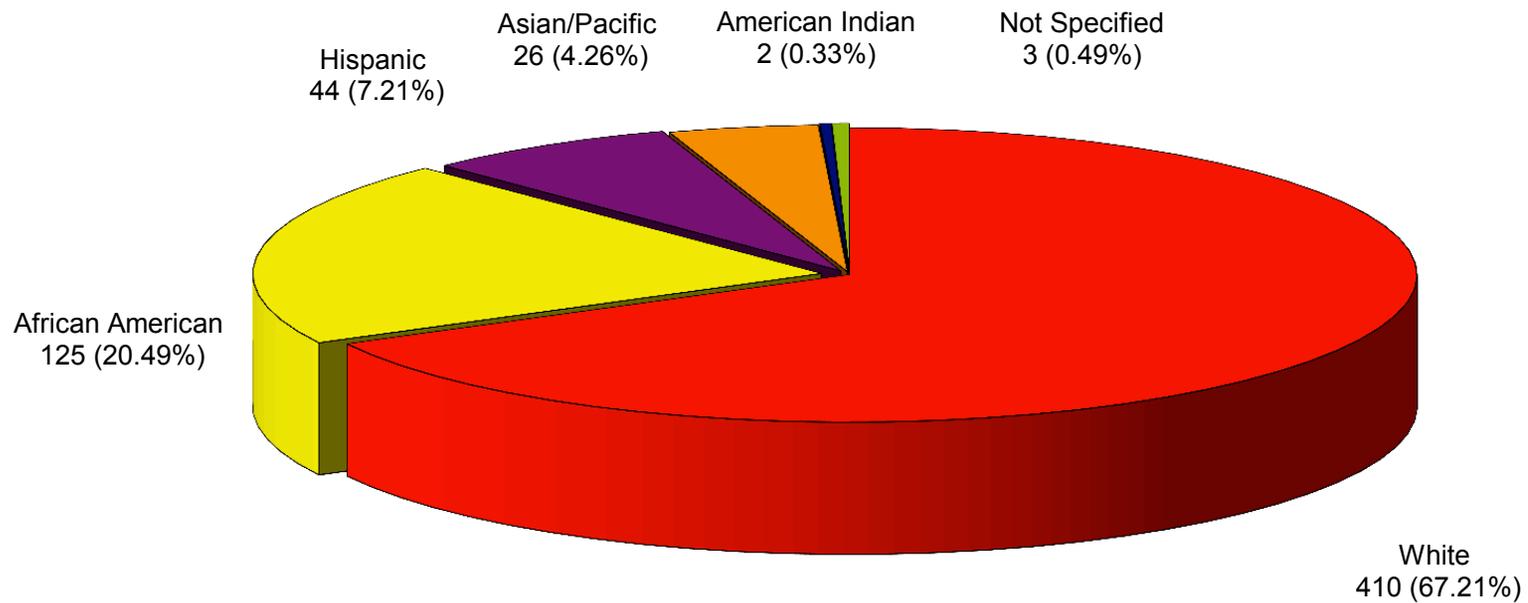
Montgomery County Department of Planning Turnover = 14 or 11.6%  
Montgomery County Department of Planning Total Employees = 121  
Commission-Wide Turnover = 161

## Employees by Employment Category Montgomery County Department of Parks



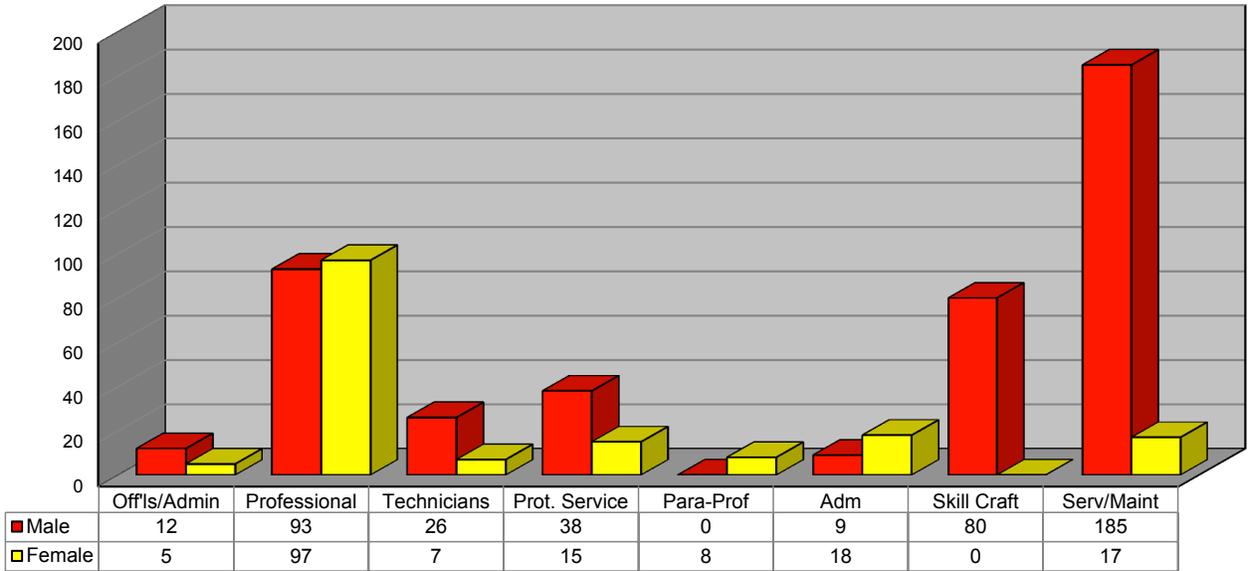
Total Montgomery County Parks Employees = 610

### Race/Ethnicity Career Employees Montgomery County Parks



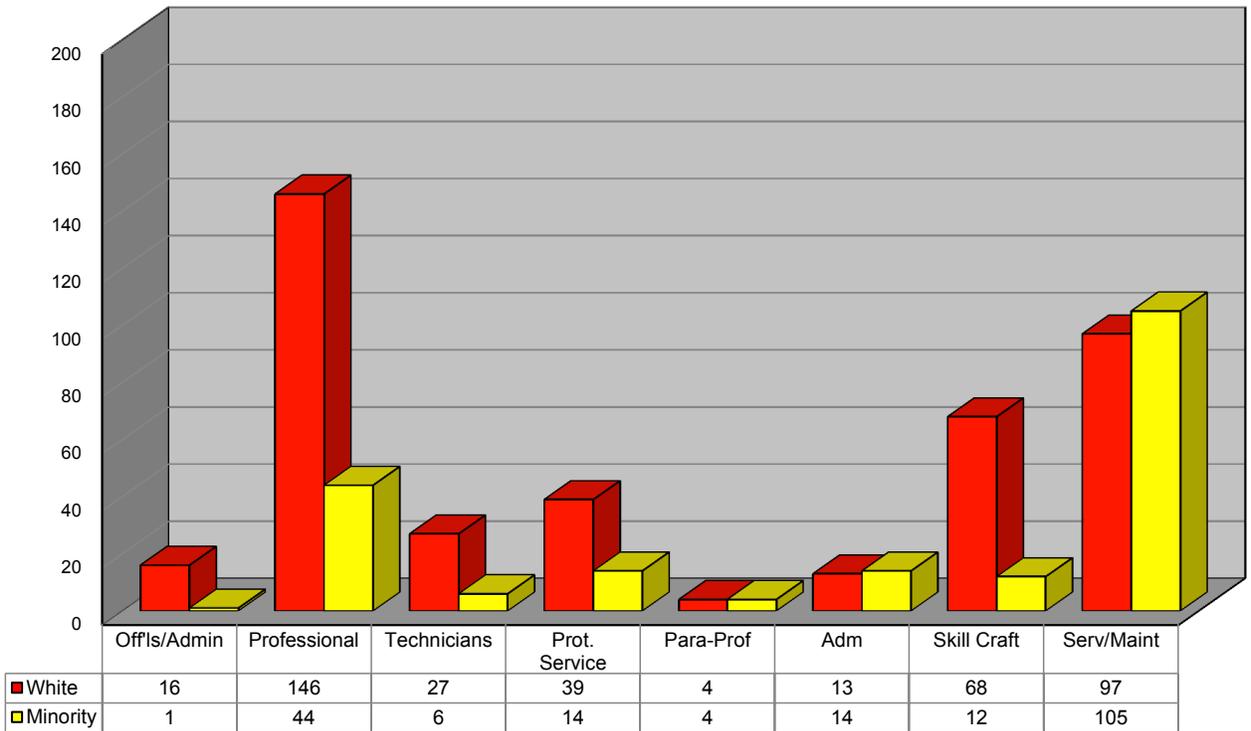
Total Montgomery County Parks Employees = 610

### Distribution by Employment Category and Gender Montgomery County Department of Parks



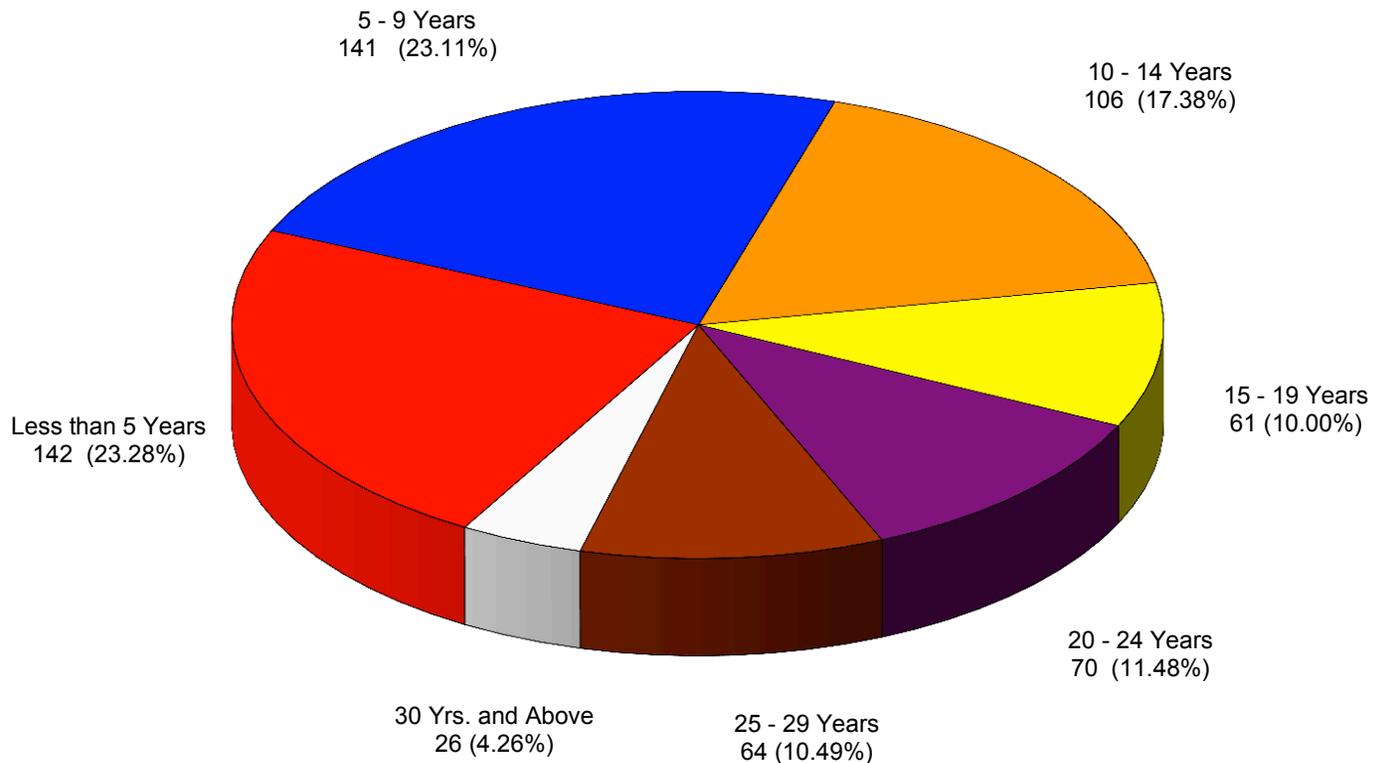
Total Montgomery County Department of Parks Employees = 610

### Distribution by Employment Category and Race/Ethnicity Montgomery County Department of Parks



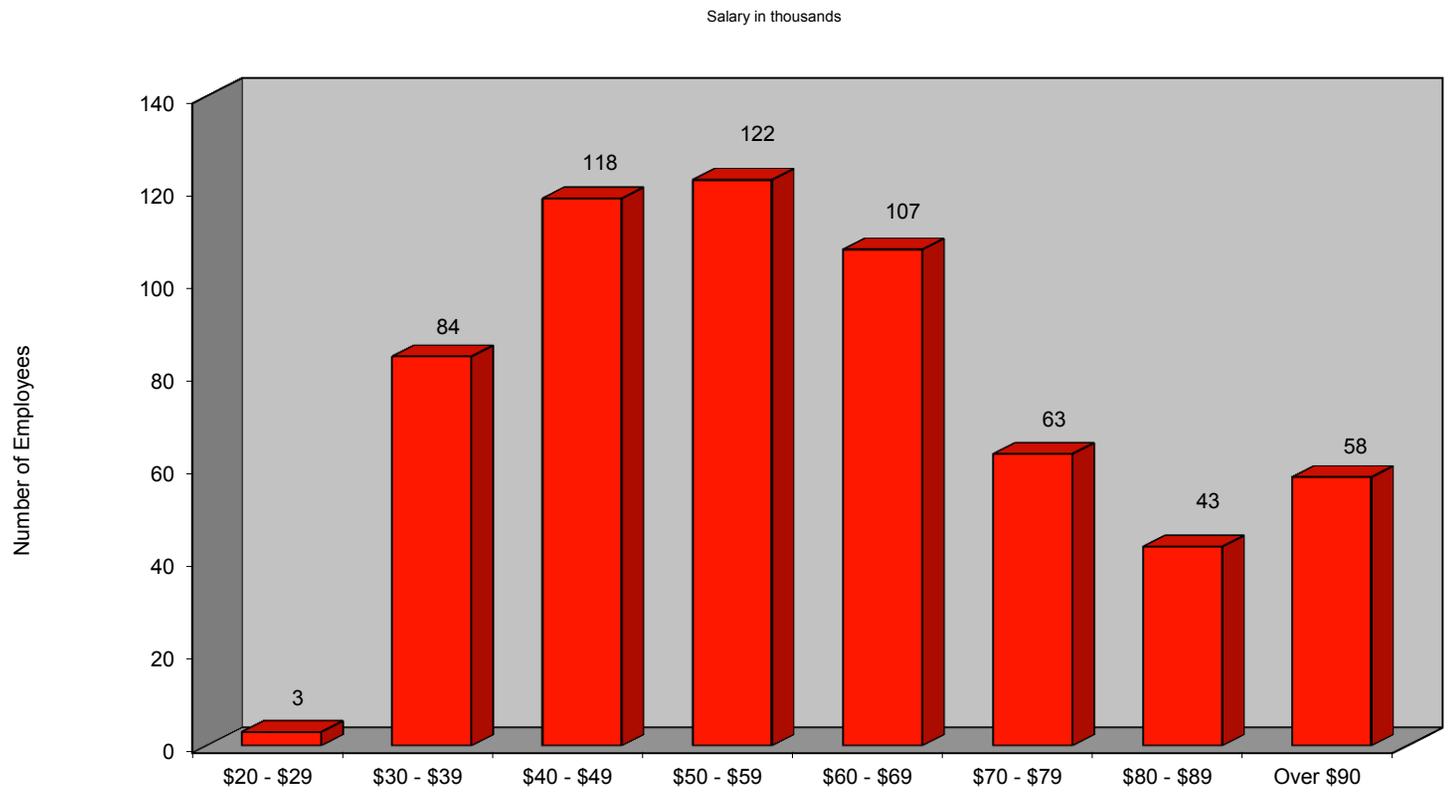
Total Montgomery County Department of Parks Employees = 610

### Average Length of Service Career Employees Montgomery County Department of Parks



Total Montgomery County Department of Parks Employees = 610

### Salary Range Career Full-Time Employees Montgomery County Department of Parks

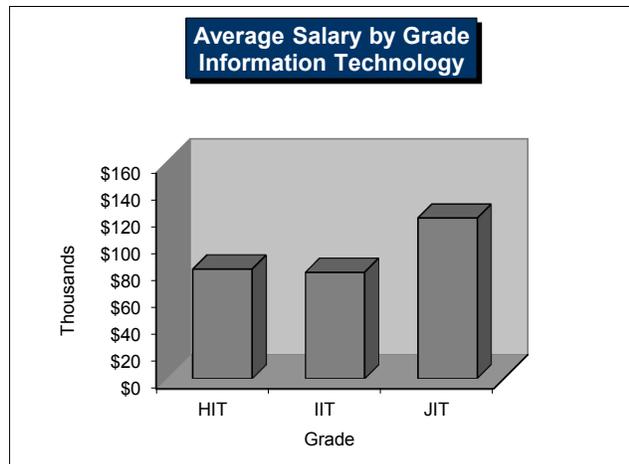
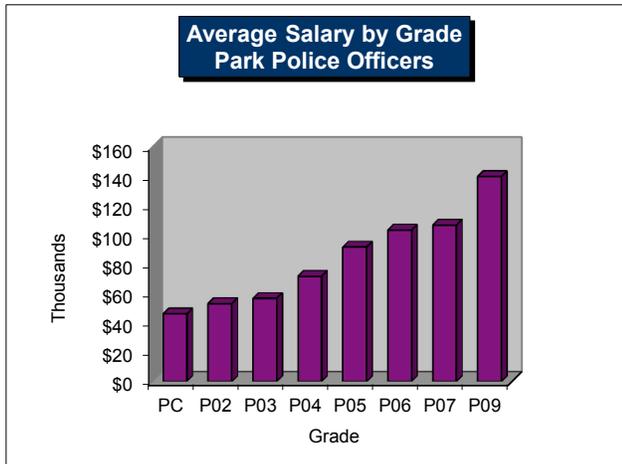
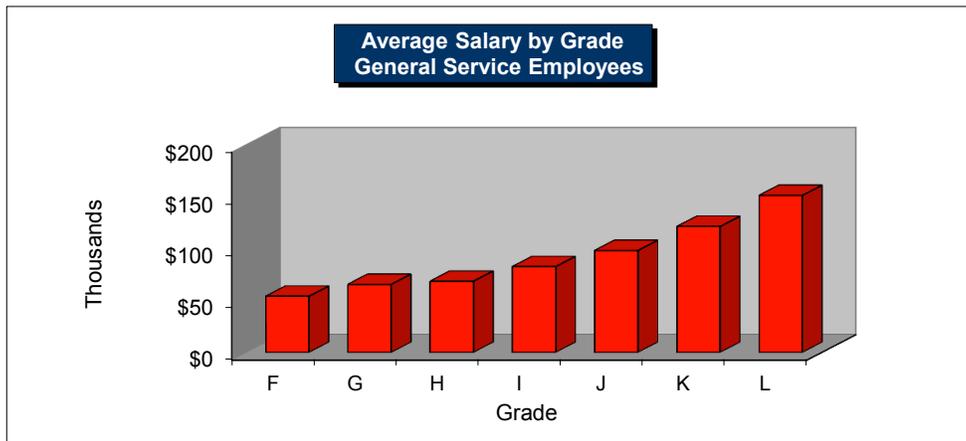


Total Department of Parks Full-Time Employees = 598  
Average Salary: \$67,129

## Average Annual Salary for Career Employees by Grade Montgomery County Department of Parks

| Grade | Salary    | Grade | Salary    | Grade | Salary    |
|-------|-----------|-------|-----------|-------|-----------|
| F     | \$54,065  | PC    | \$46,123  | HIT   | \$81,281  |
| G     | \$65,606  | P02   | \$53,107  | IIT   | \$78,839  |
| H     | \$68,633  | P03   | \$56,681  | JIT   | \$119,028 |
| I     | \$82,709  | P04   | \$71,691  |       |           |
| J     | \$98,199  | P05   | \$91,673  |       |           |
| K     | \$121,333 | P06   | \$103,235 |       |           |
| L     | \$151,298 | P07   | \$106,578 |       |           |
|       |           | P09   | \$139,725 |       |           |

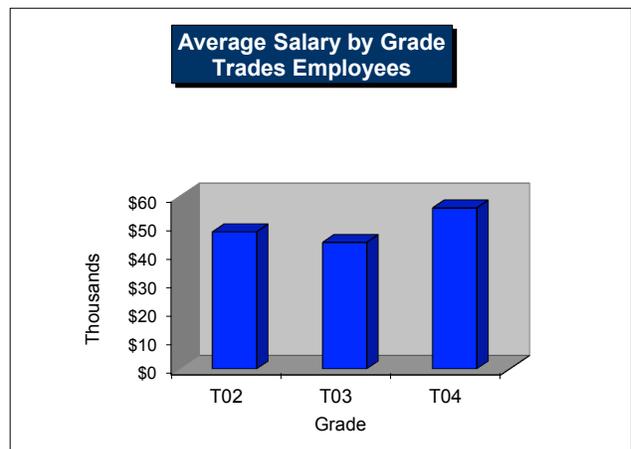
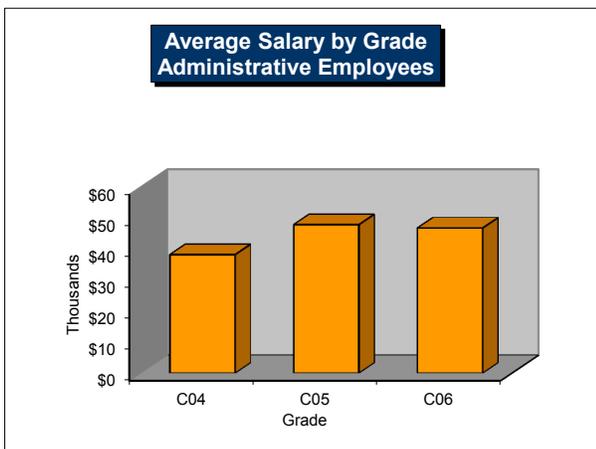
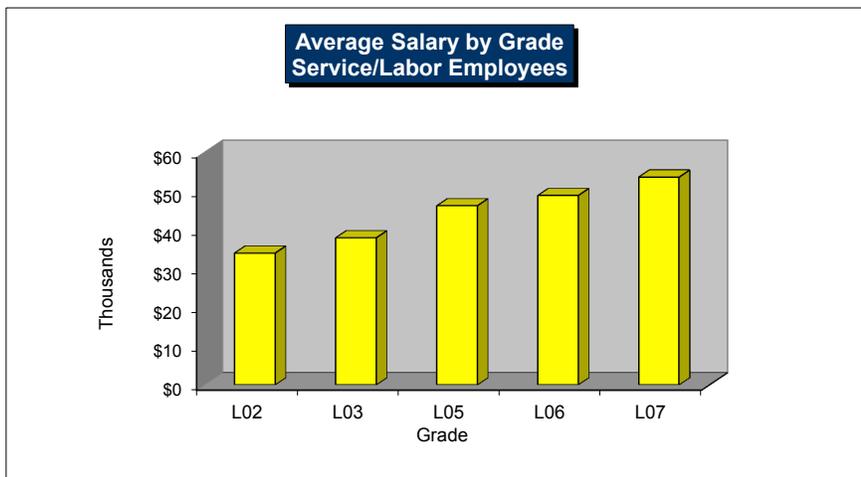
Average Department Salary: \$67,129  
 Average Commission Salary: \$64,181



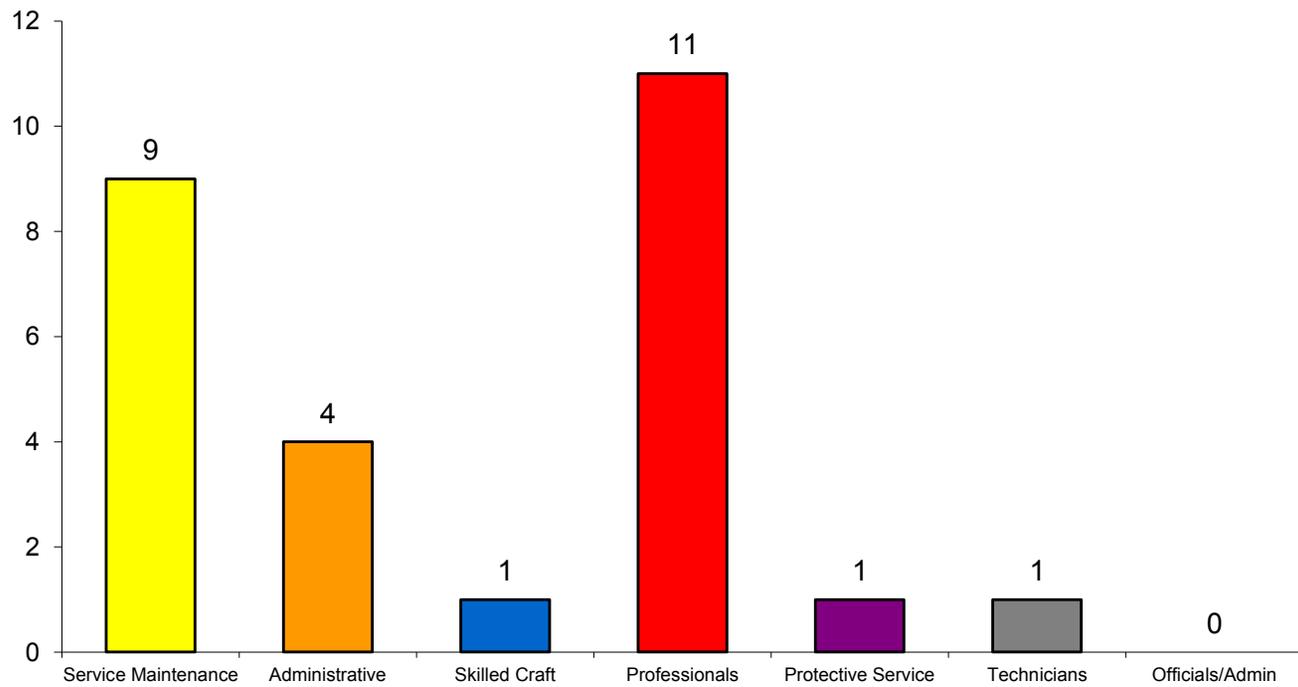
## Average Annual Salary for Career Employees by Grade Montgomery County Department of Parks

| Grade | Salary   | Grade | Salary   | Grade | Salary   |
|-------|----------|-------|----------|-------|----------|
| C04   | \$38,210 | L02   | \$34,038 | T02   | \$47,682 |
| C05   | \$47,869 | L03   | \$37,990 | T03   | \$44,017 |
| C06   | \$46,786 | L05   | \$46,261 | T04   | \$56,003 |
|       |          | L06   | \$48,899 |       |          |
|       |          | L07   | \$53,646 |       |          |

Average Departmental Salary: \$67,129  
Average Commission Salary : \$64,181

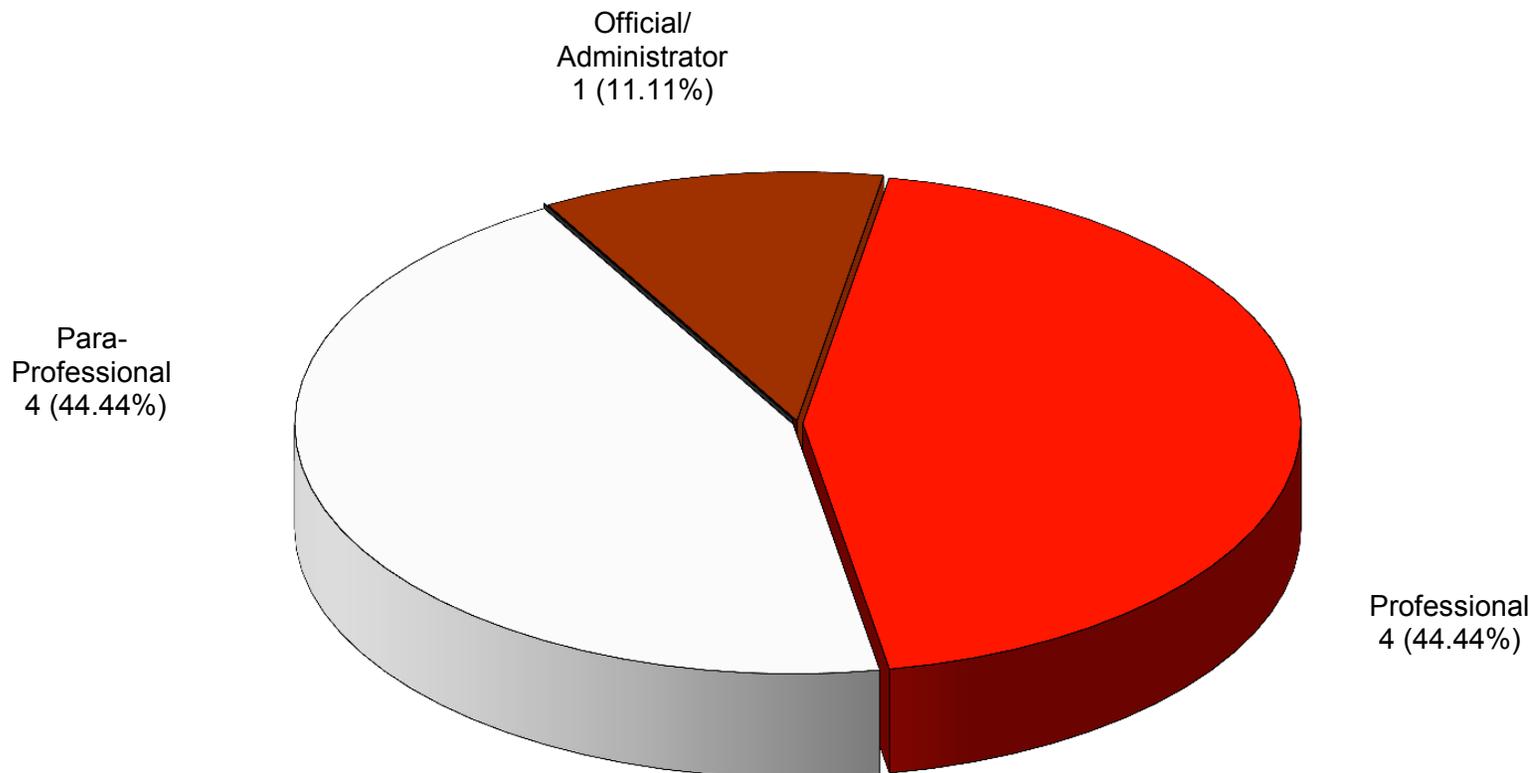


## Employee Turnover by Employment Category Montgomery County Department of Parks



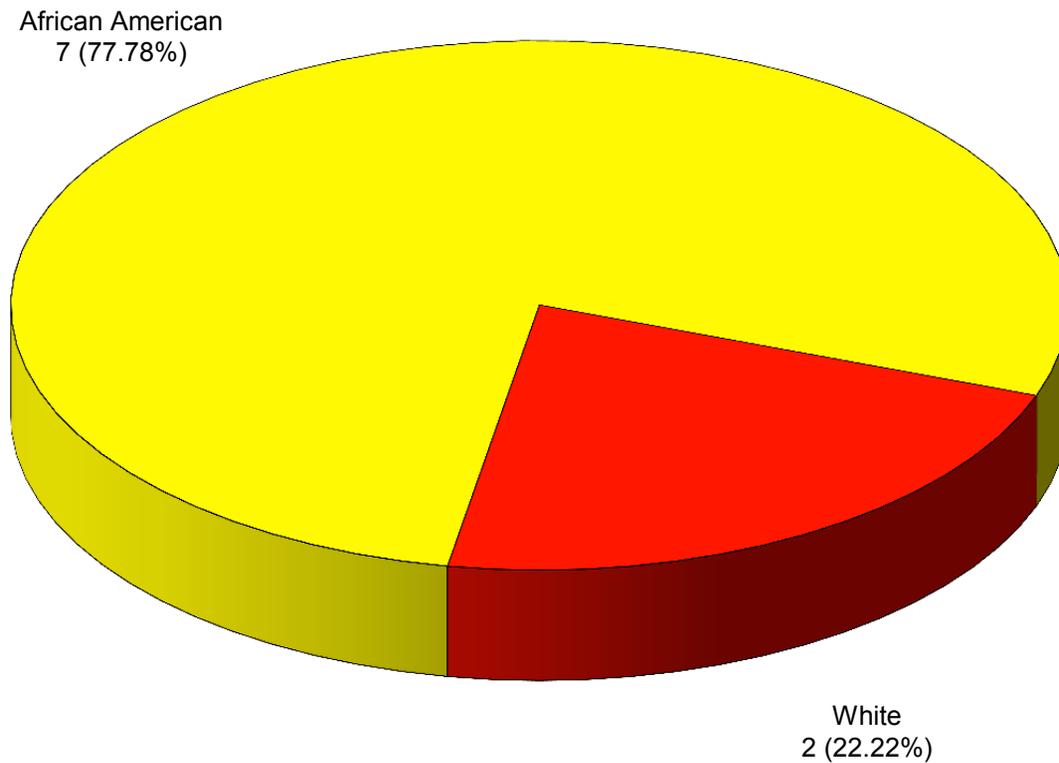
Montgomery County Department of Parks Turnover = 27 or 4.0%  
Montgomery County Department of Parks Total Employees = 610  
Commission-Wide Turnover = 161

## Employees by Employment Category Prince George's County Commissioners' Office



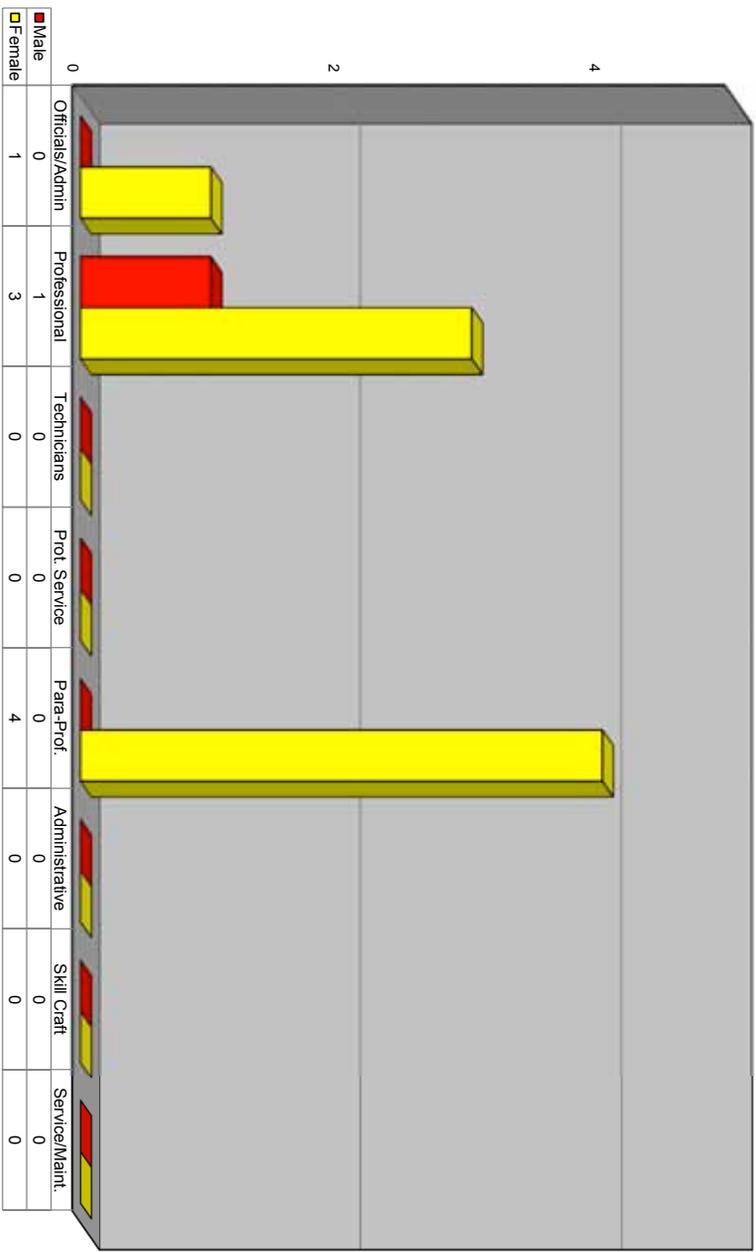
Total Prince George's County Commissioners' Office = 9

### Race/Ethnicity Career Employees Prince George's County Commissioners' Office



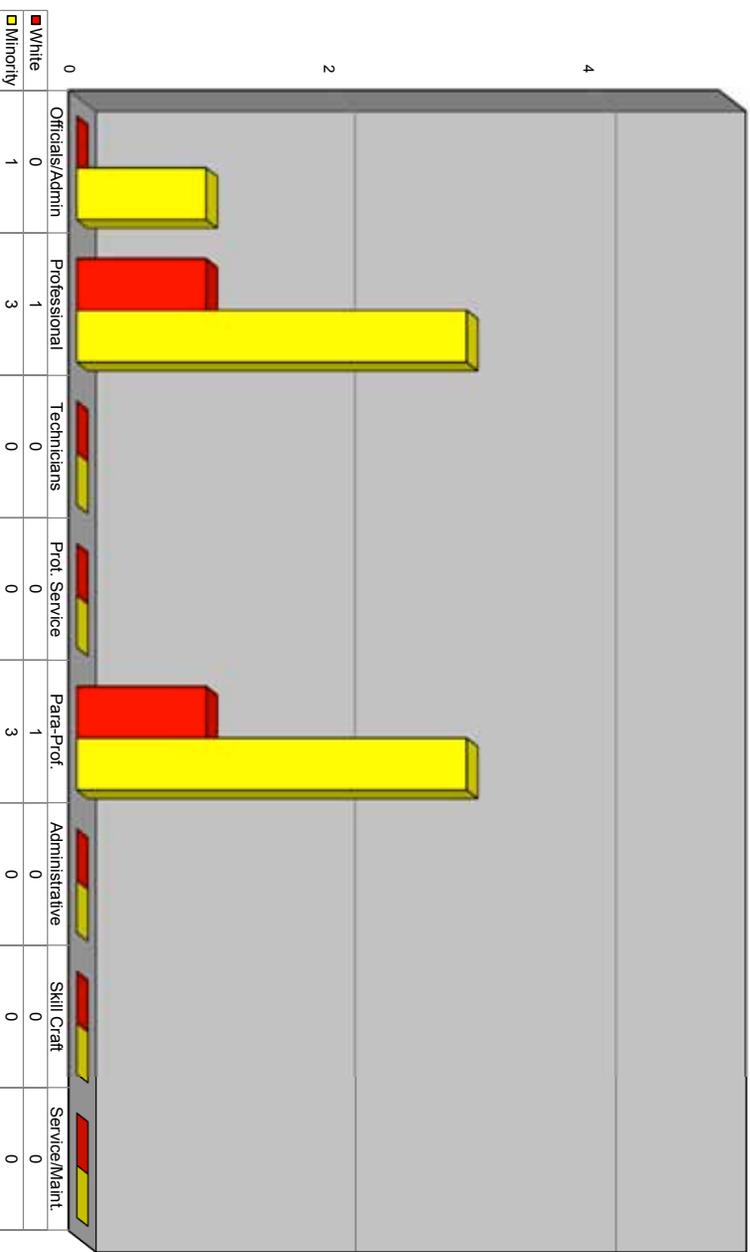
Total Prince George's County Commissioners' Office Employees = 9

**Distribution by Employment Category and Gender  
Prince George's County Commissioners' Office**



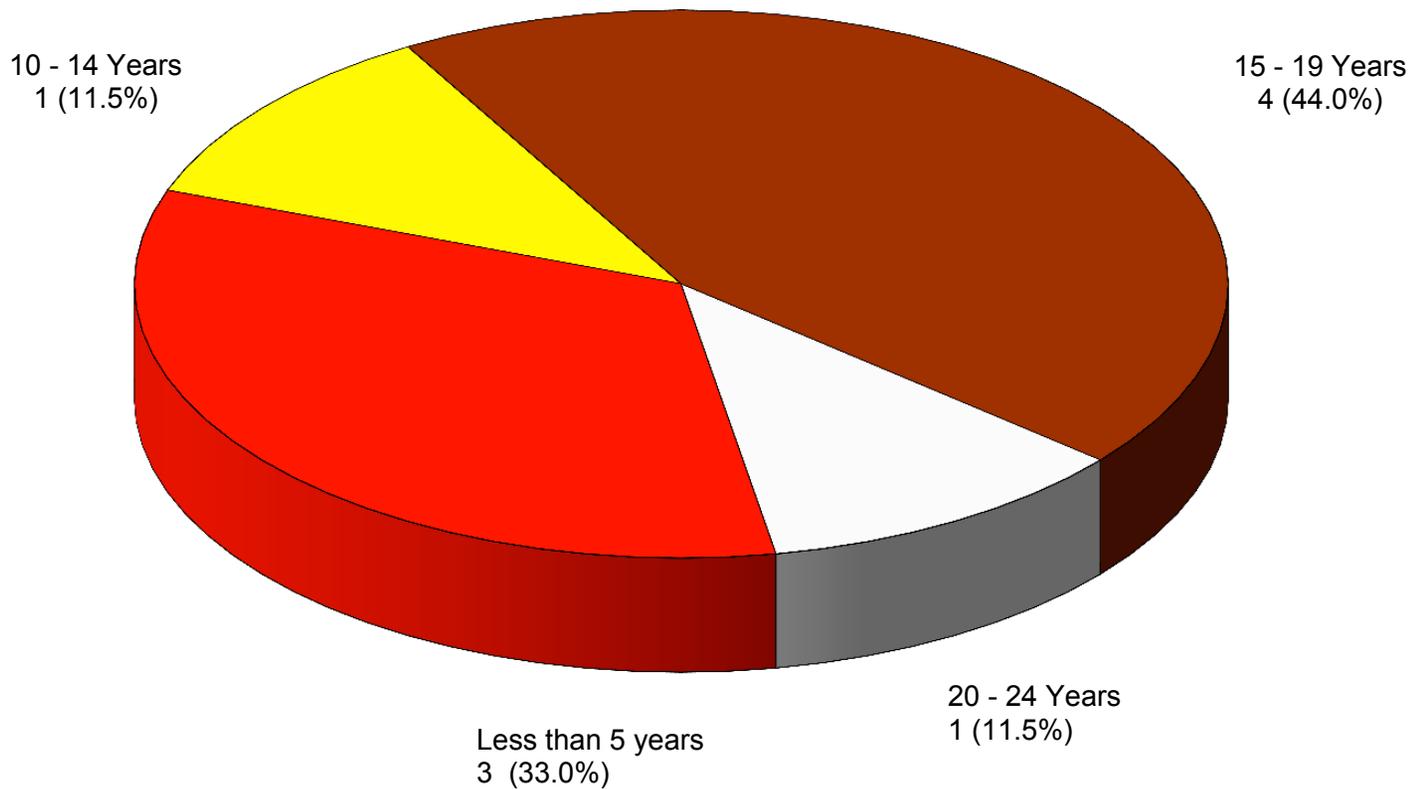
Total Prince George's County Commissioners' Office Employees = 9

**Distribution by Employment Category and Race/Ethnicity  
Prince George's County Commissioners' Office**



Total Prince George's County Commissioners' Office Employees = 9

## Average Length of Service Career Employees Prince George's County Commissioners' Office



Total Prince George's County Commissioners' Office Employees = 9

### Salary Range Career Full -Time Employees Prince George's County Commissioners' Office

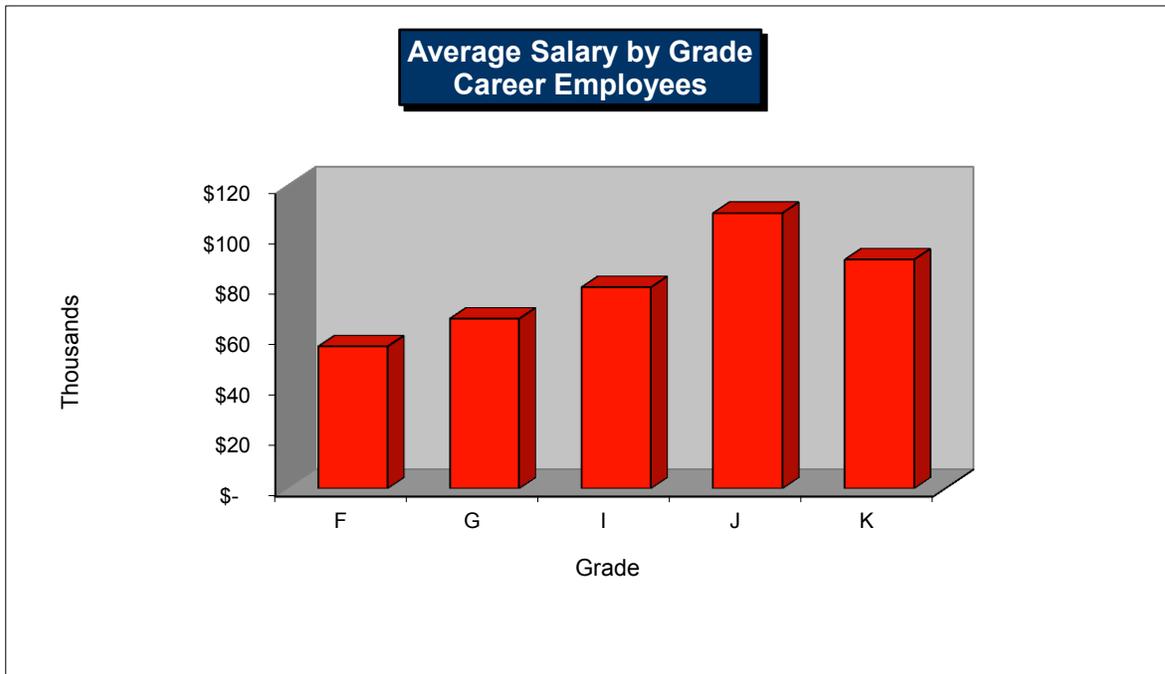


Total Prince George's County Commissioners' Office Full -Time Employees = 9  
Average Salary: \$74,909

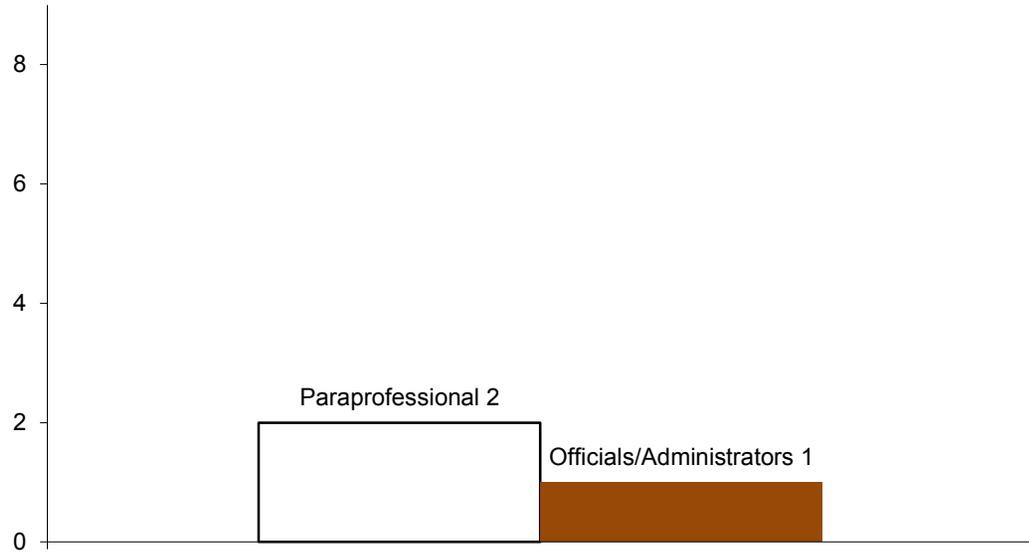
# Average Annual Salary for Career Employees by Grade Prince George's County Commissioners' Office

| Grade | Salary     |
|-------|------------|
| F     | \$ 56,307  |
| G     | \$ 67,346  |
| I     | \$ 79,788  |
| J     | \$ 109,200 |
| K     | \$ 90,750  |

Average Departmental Salary : \$74,909  
Average Commission Salary : \$64,181

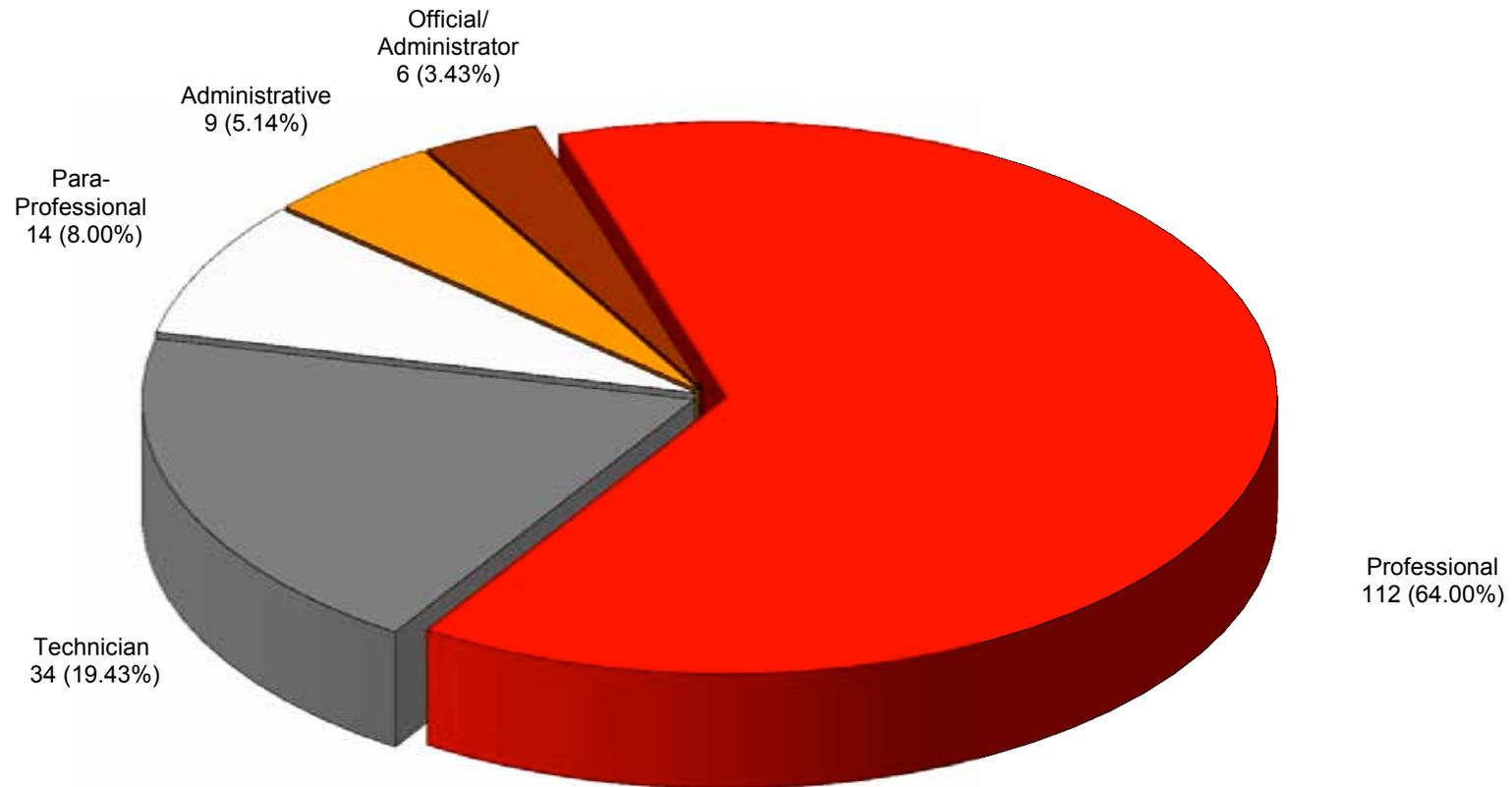


## Employee Turnover by Employment Category Prince George's County Commissioners' Office



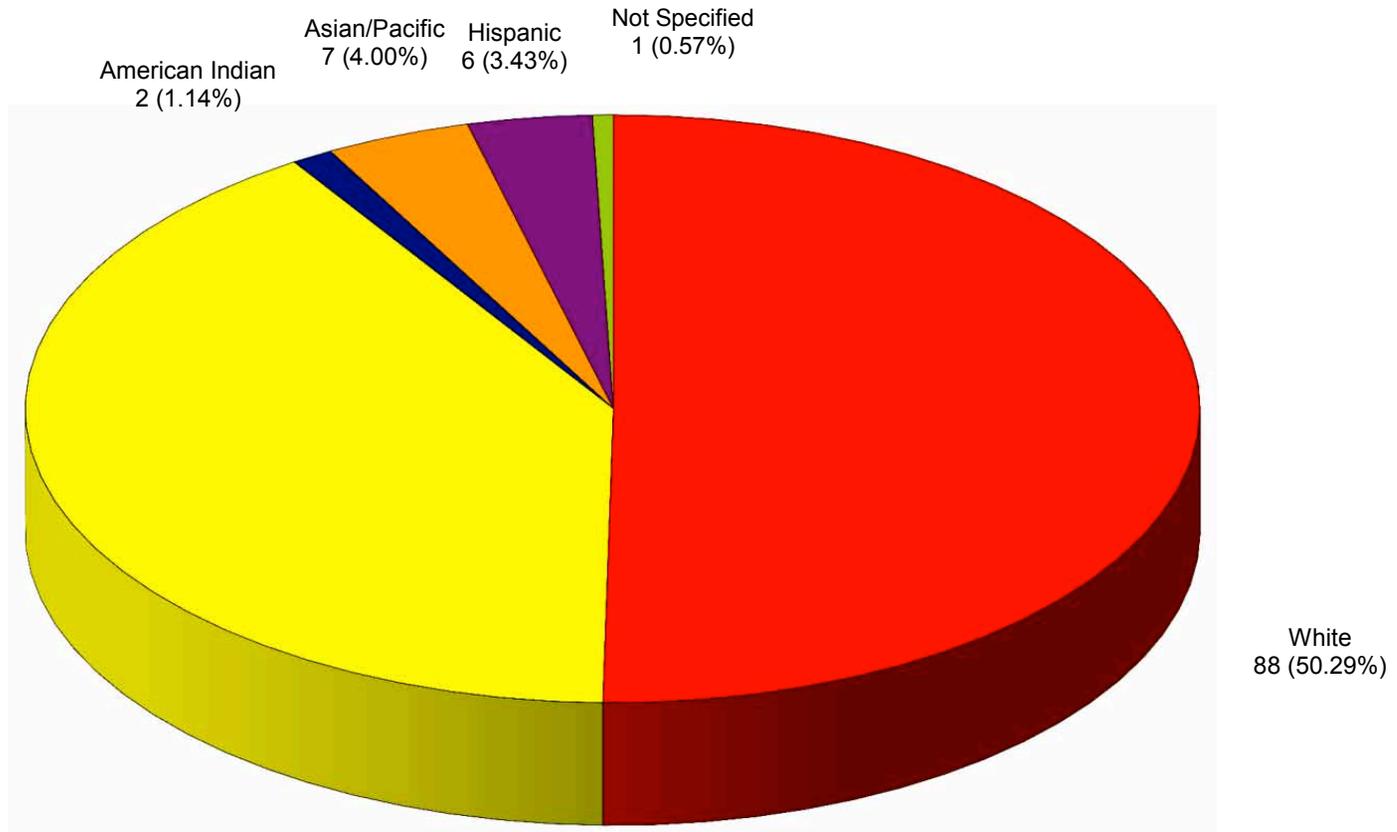
Prince George's County Commissioners' Office Turnover = 3 or 50.0%  
Prince George's County Commissioners' Employees = 6

## Employees by Employment Category Prince George's County Department of Planning



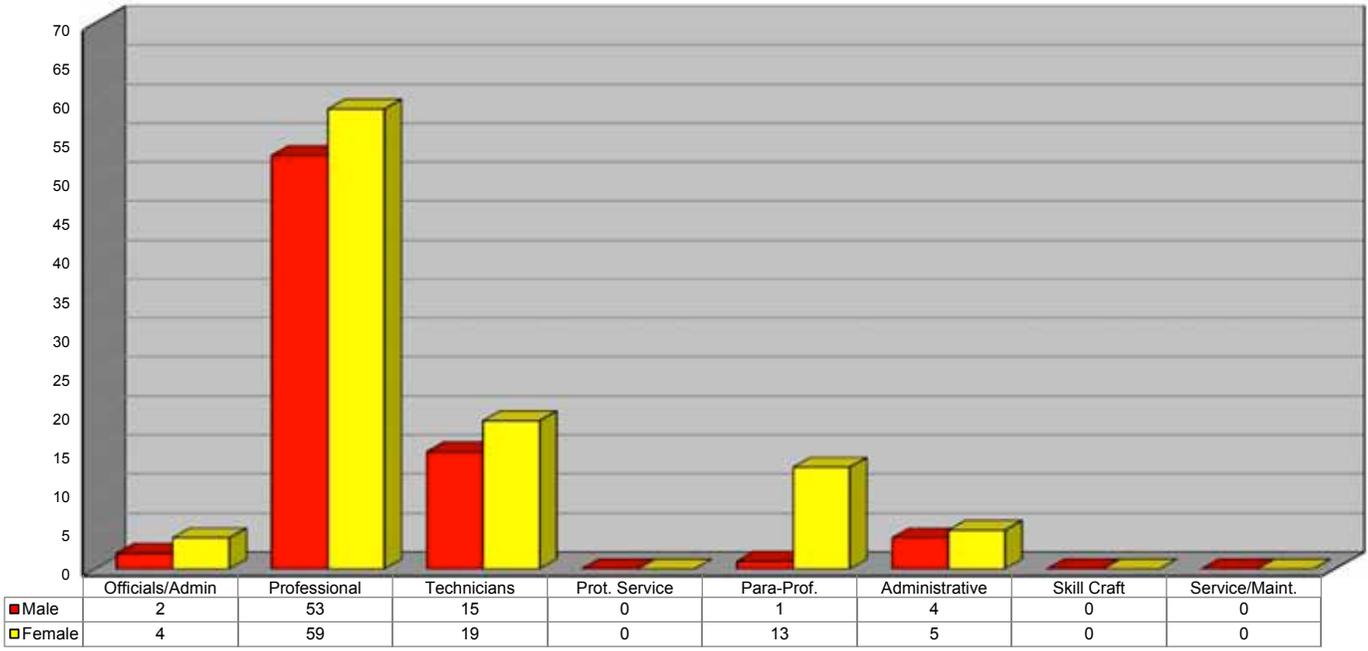
Total Prince George's County Department of Planning Employees = 175

### Race/Ethnicity Career Employees Prince George's County Department of Planning

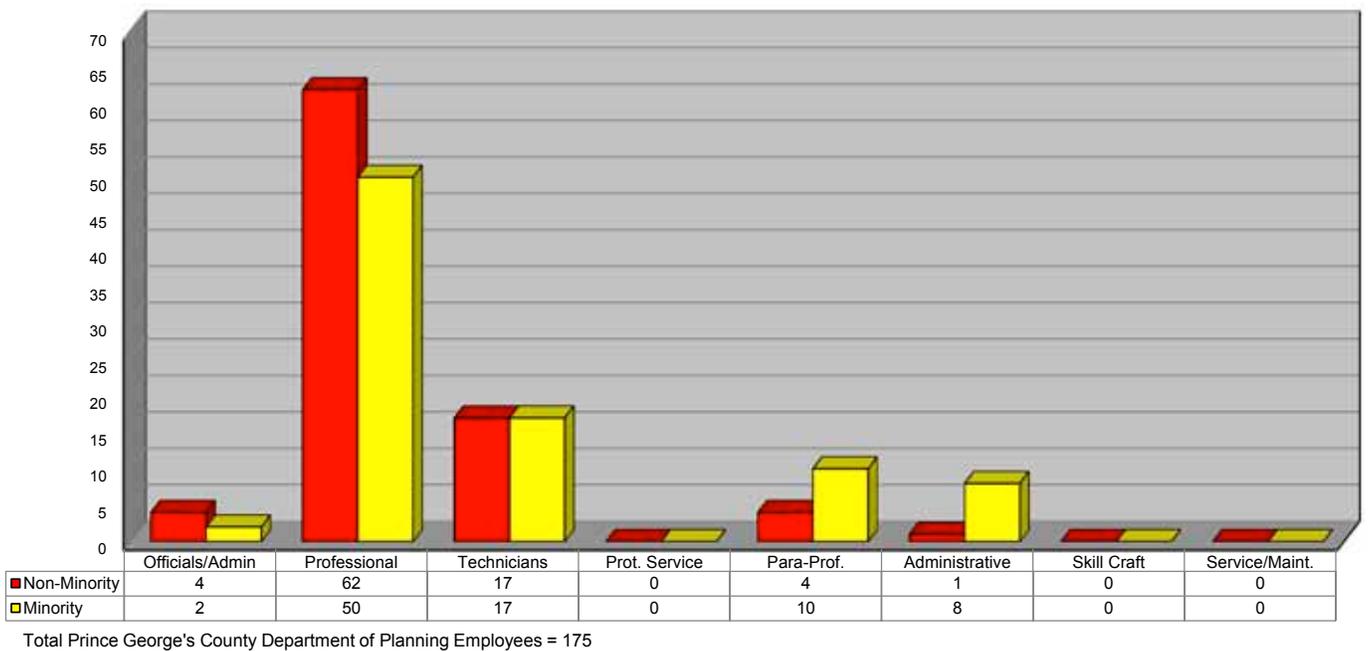


Total Prince George's County Department of Planning Employees = 175

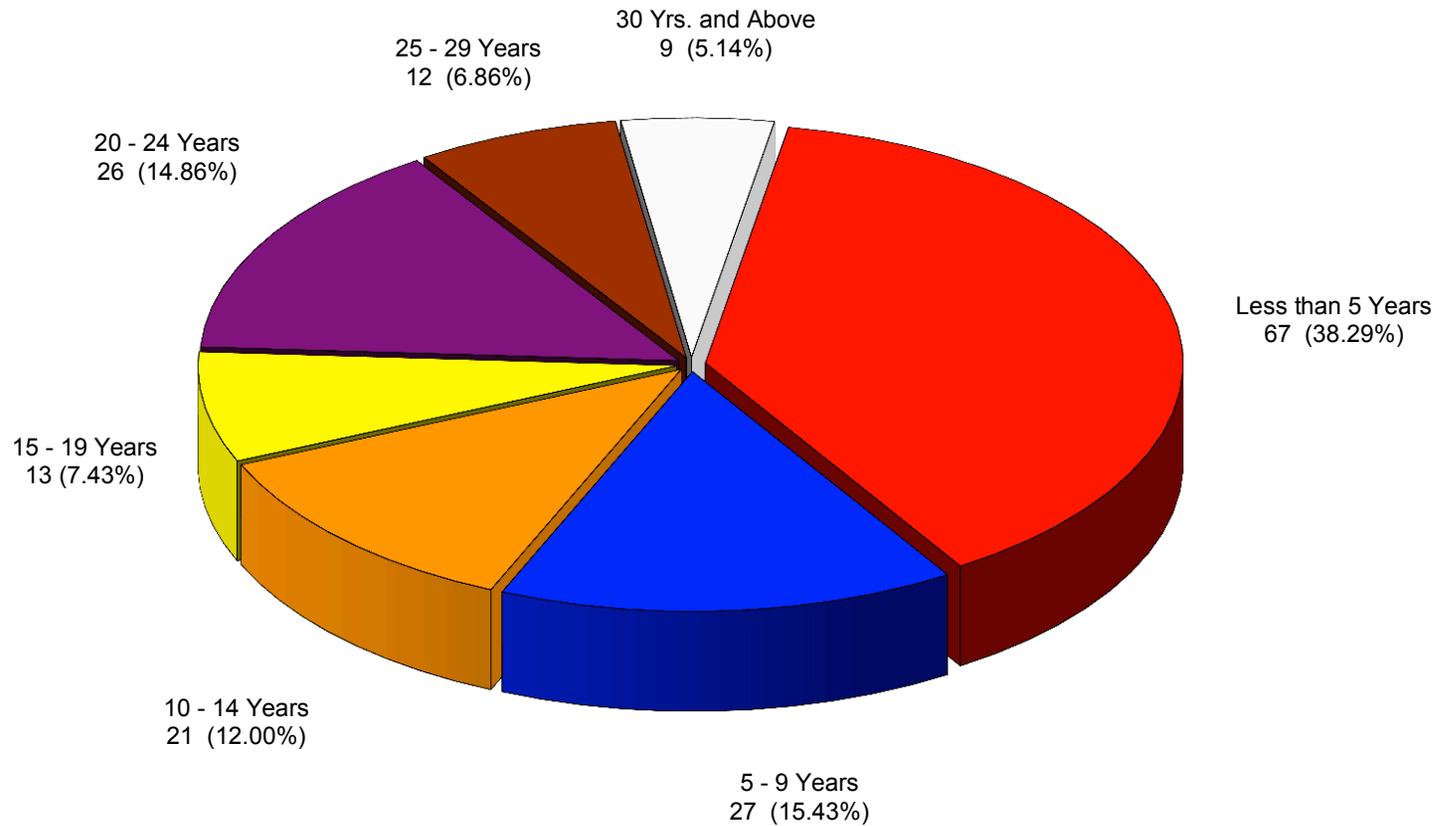
**Distribution by Employment Category and Gender  
Prince George's County Department of Planning**



**Distribution by Employment Category and Race/Ethnicity  
Prince George's County Department of Planning**

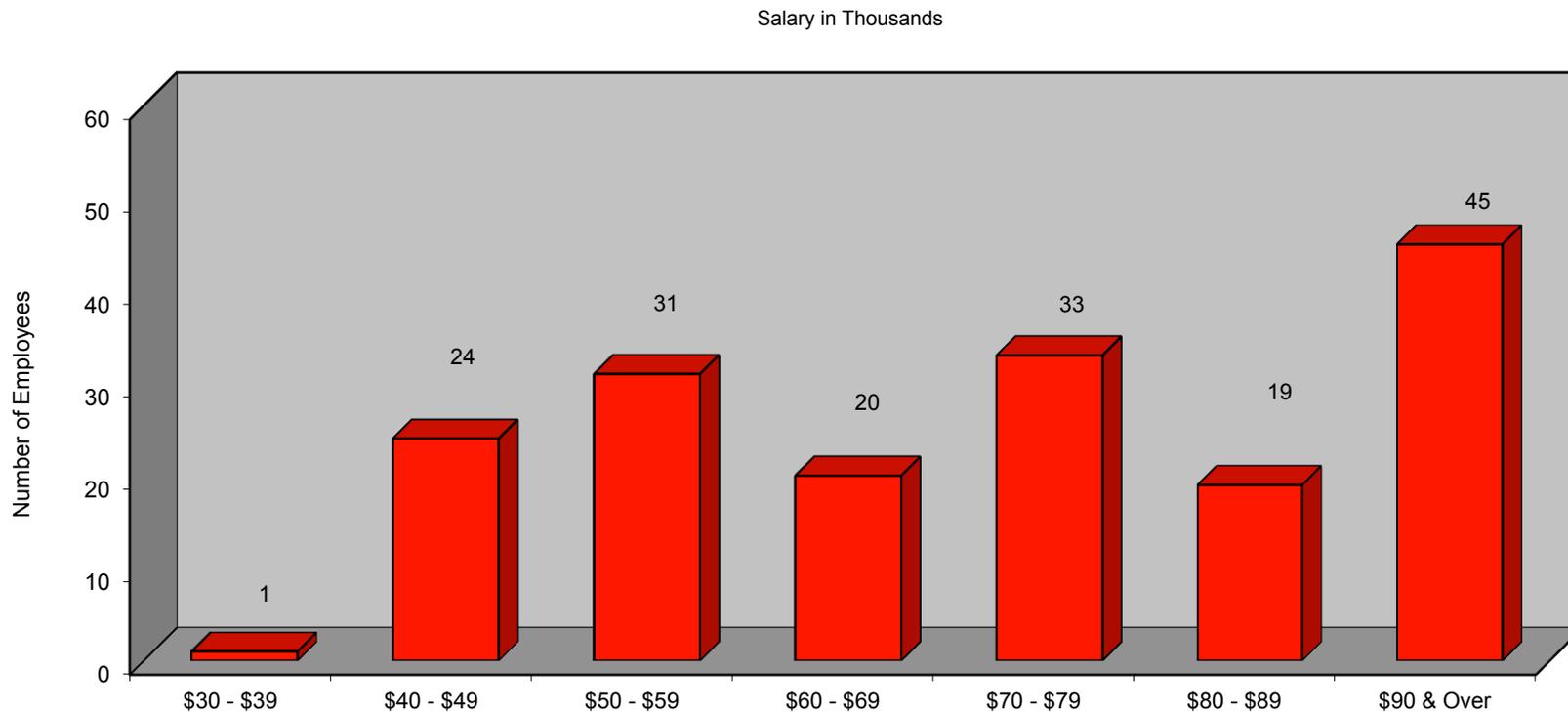


## Average Length of Service Career Employees Prince George's County Department of Planning



Total Prince George's County Planning Employees - 175

# Salary Range Career Full-Time Employees Prince George's County Department of Planning

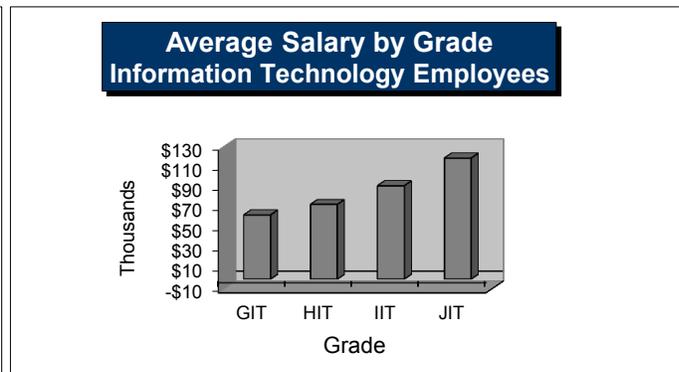
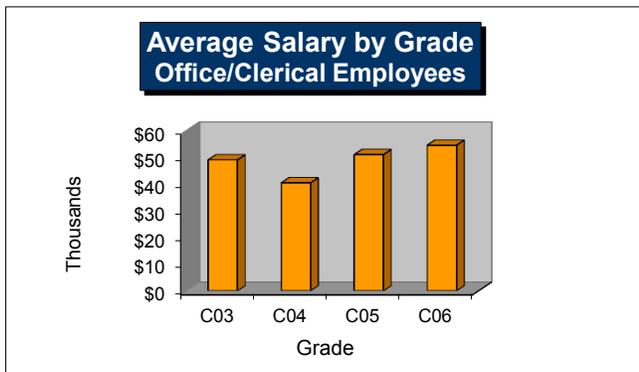
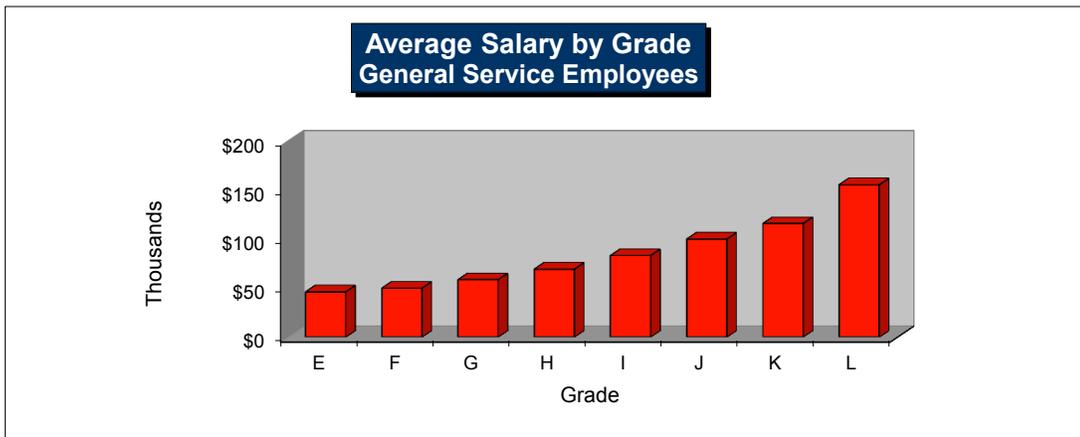


Total Planning Department Full-Time Employees = 173  
Average Salary: \$72,197

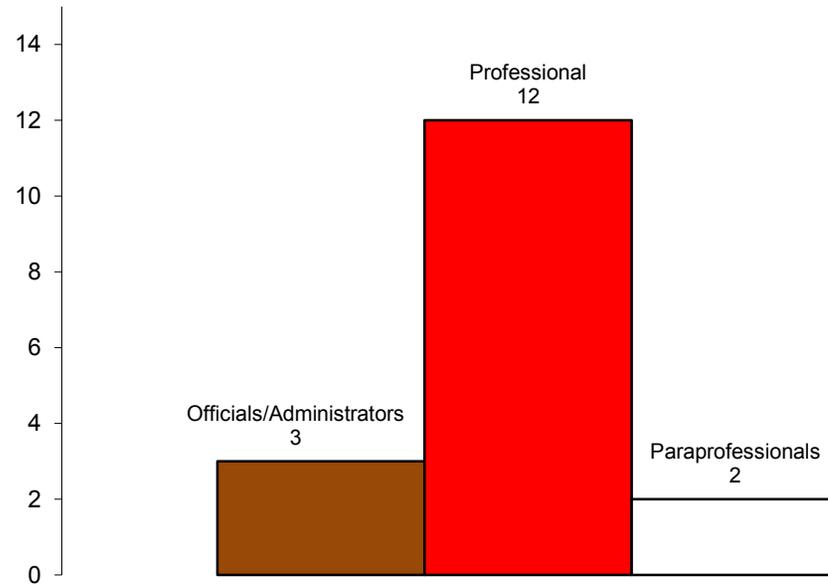
## Average Annual Salary for Career Employees by Grade Prince George's County Department of Planning

| Grade | Salary    | Grade | Salary   | Grade | Salary    |
|-------|-----------|-------|----------|-------|-----------|
| E     | \$46,393  | C03   | \$49,053 | GIT   | \$63,063  |
| F     | \$50,098  | C04   | \$40,420 | HIT   | \$73,502  |
| G     | \$58,798  | C05   | \$50,998 | IIT   | \$91,814  |
| H     | \$69,513  | C06   | \$54,531 | JIT   | \$119,028 |
| I     | \$83,403  |       |          |       |           |
| J     | \$100,206 |       |          |       |           |
| K     | \$116,130 |       |          |       |           |
| L     | \$155,743 |       |          |       |           |

Average Departmental Salary: \$72,197  
Average Commission Salary: \$64,181

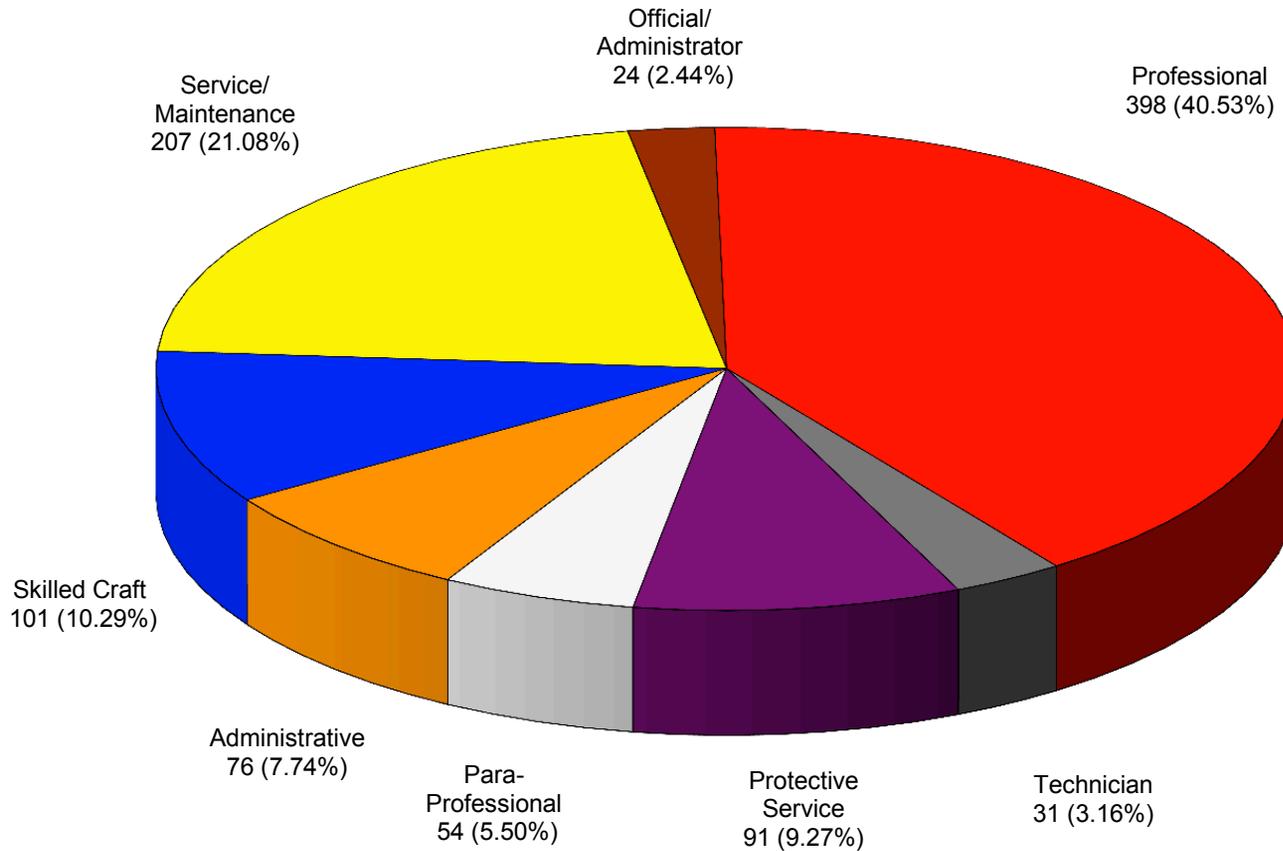


## Employee Turnover by Employment Category Prince George's County Department of Planning



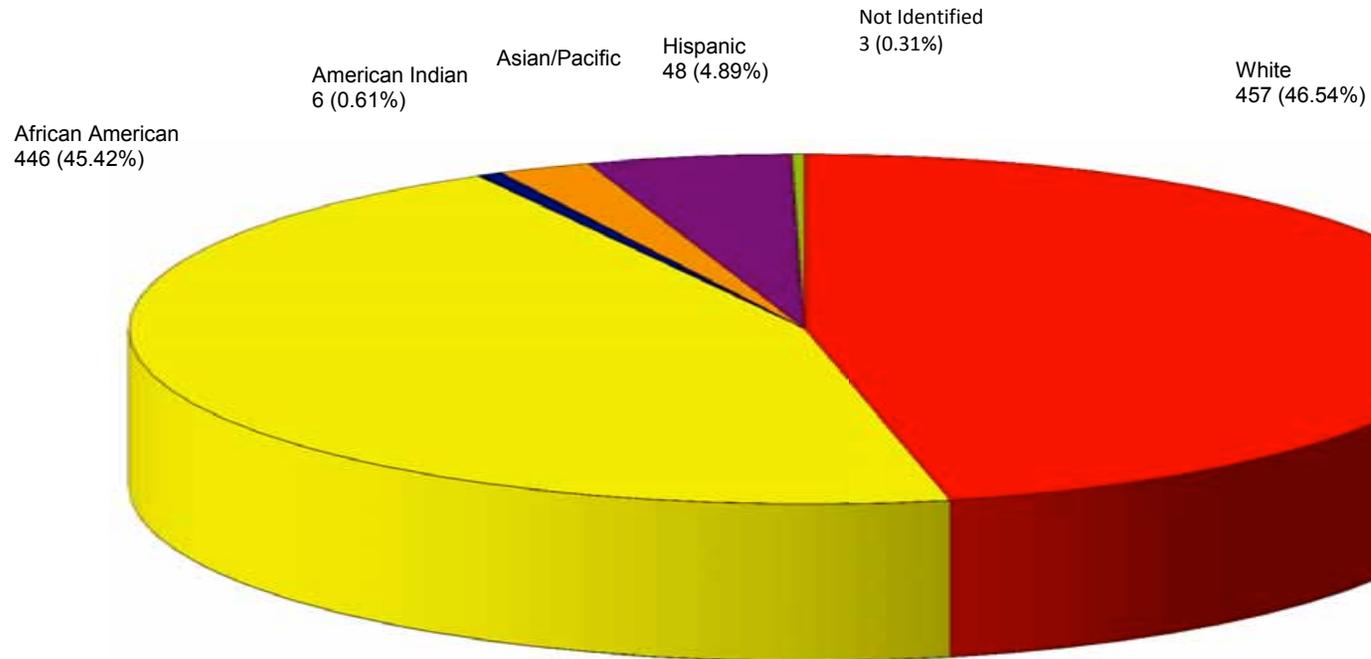
Prince George's County Department of Planning Turnover = 17 or 10.0%  
Prince George's County Department of Planning Employees = 175  
Commission-Wide Turnover = 161

## Employees by Employment Category Prince George's Department of Parks and Recreation



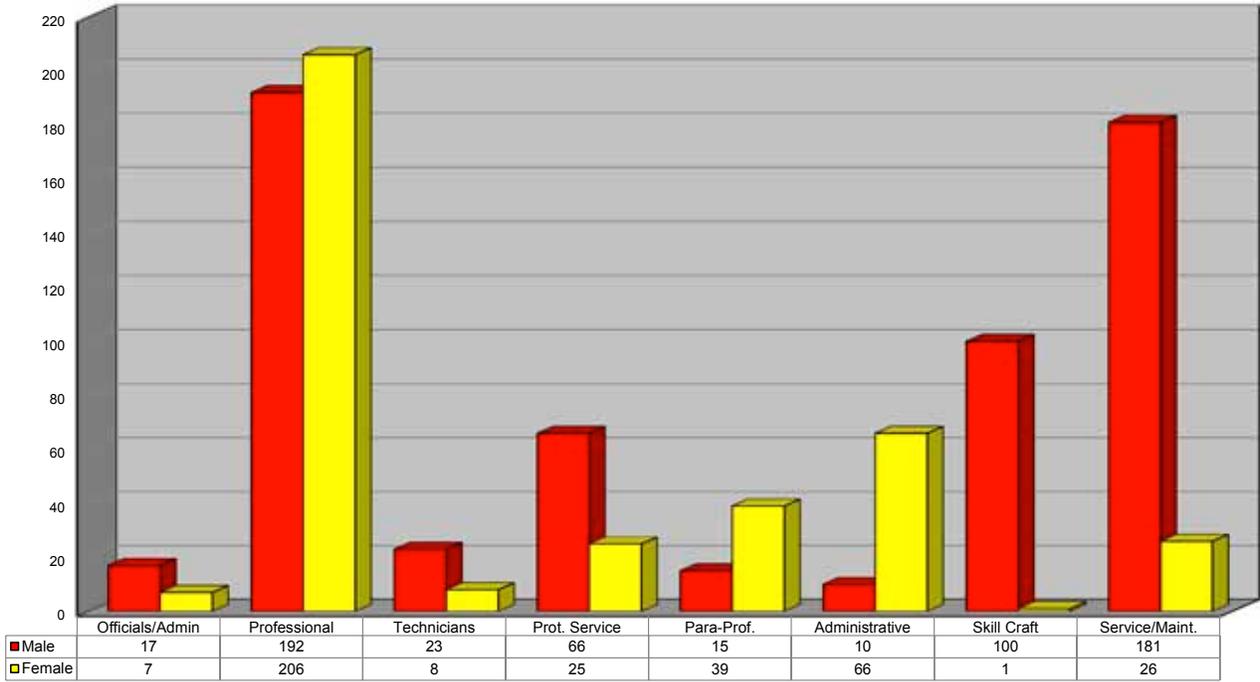
Total Prince George's County Department of Parks and Recreation Employees = 982

### Race/Ethnicity Career Employees Prince George's County Department of Parks and Recreation



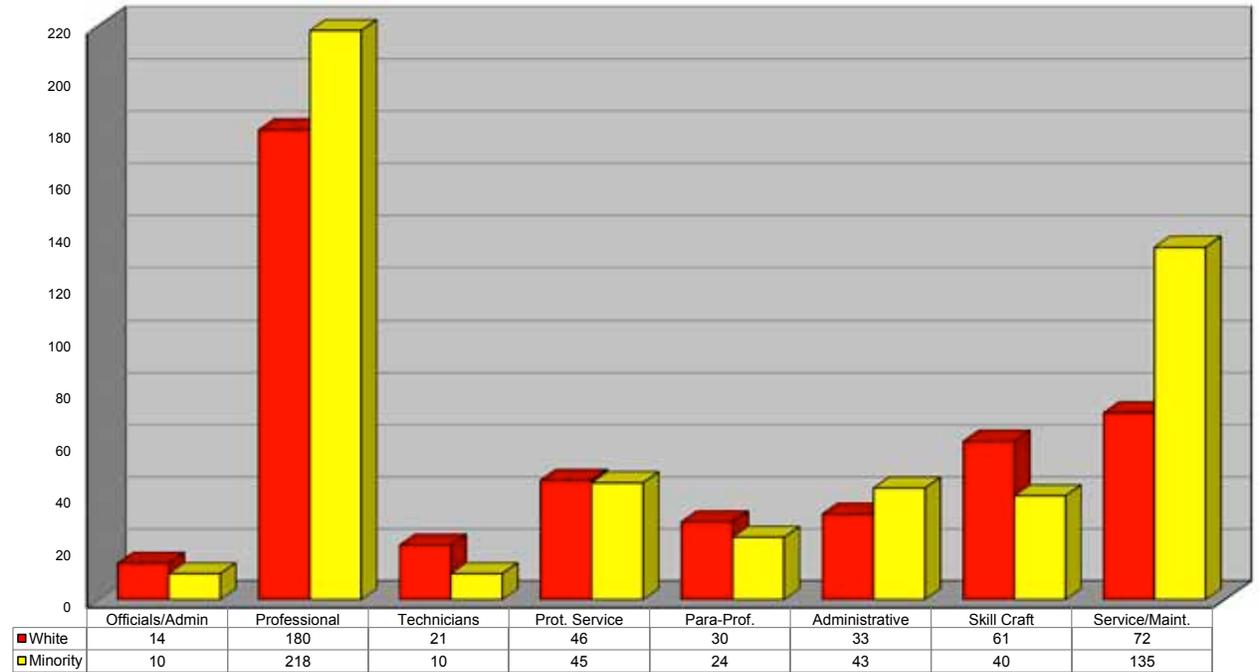
Total Prince George's County Department of Parks and Recreation Employees = 982

**Distribution by Employment Category and Gender  
Prince George's County Department of Parks and Recreation**



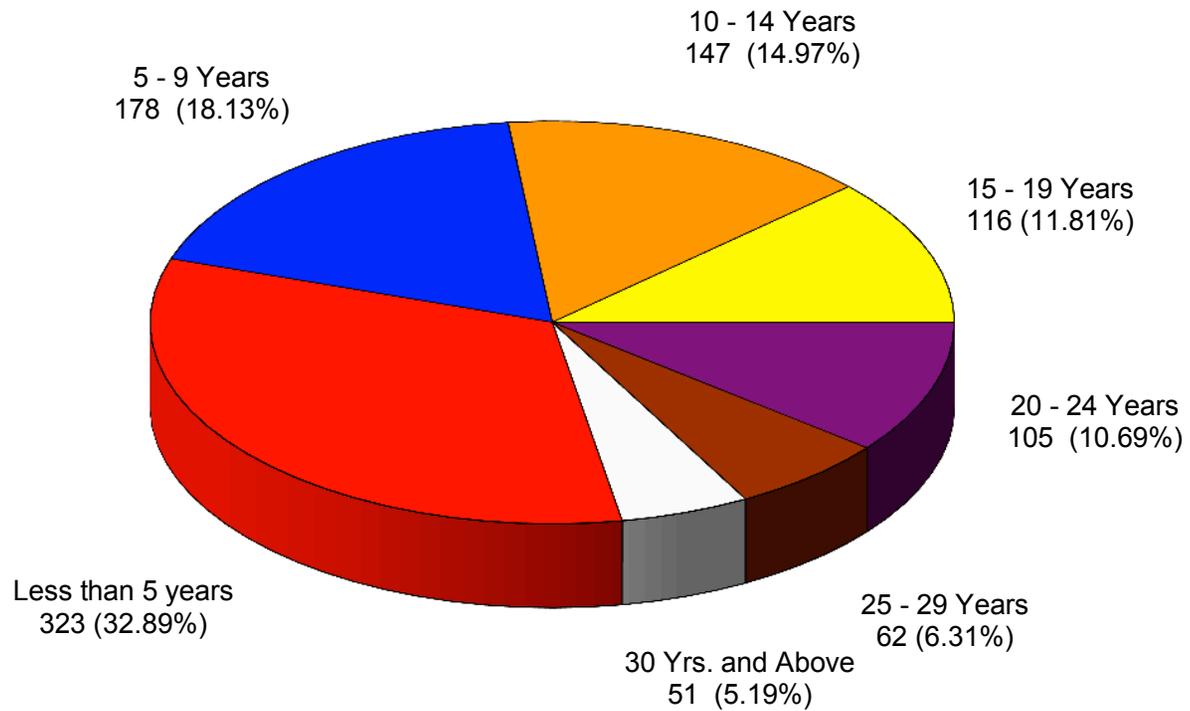
Total Employees Prince George's County Department of Parks and Recreation = 982

**Distribution by Employment Category and Race/Ethnicity  
Prince George's County Department of Parks and Recreation**



Total Employees Prince George's County Department of Parks and Recreation = 982

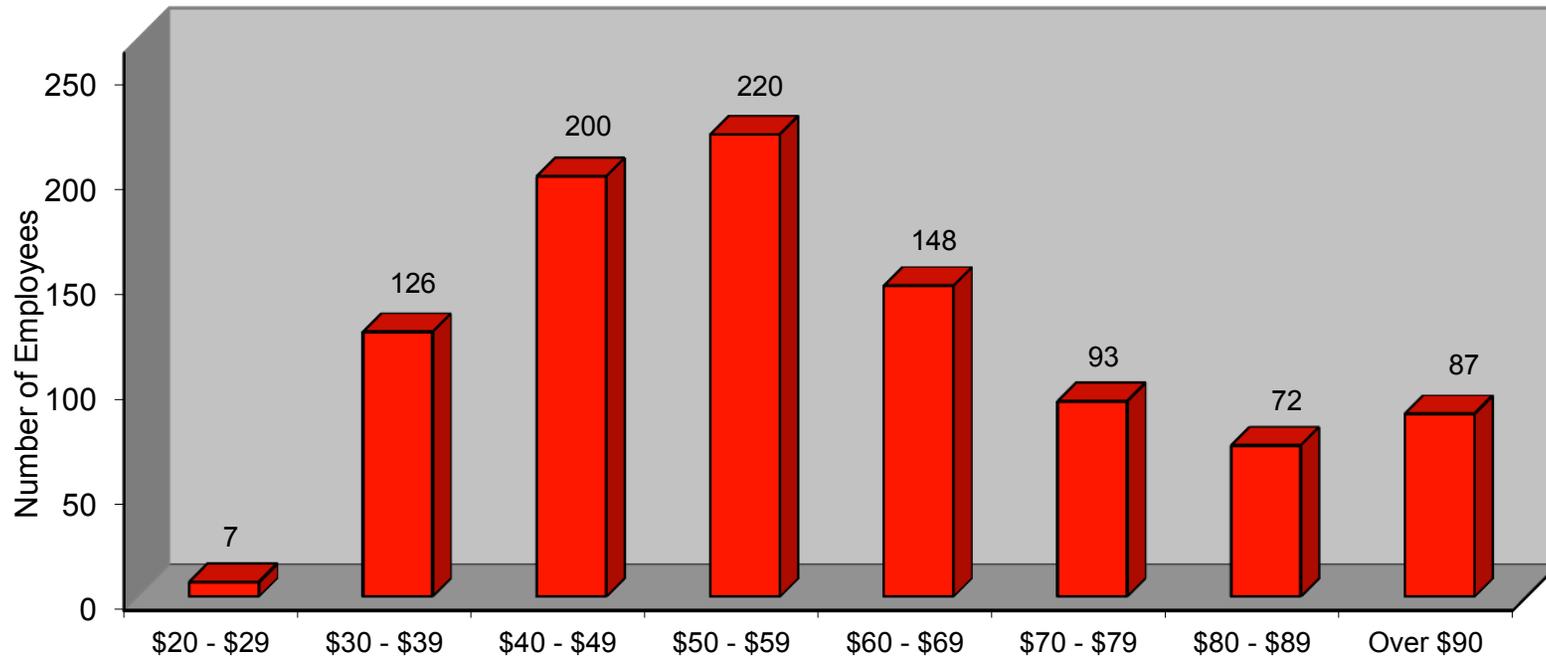
### Average Length of Service Career Employees Prince George's County Parks and Recreation



Total Prince George's County Parks and Recreation Employees = 982

# Salary Range Career Full-Time Employees Prince George's County Department of Parks and Recreation

Salary in Thousands

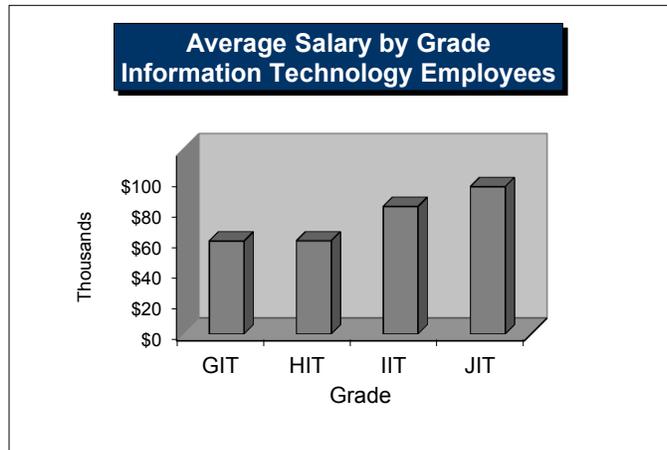
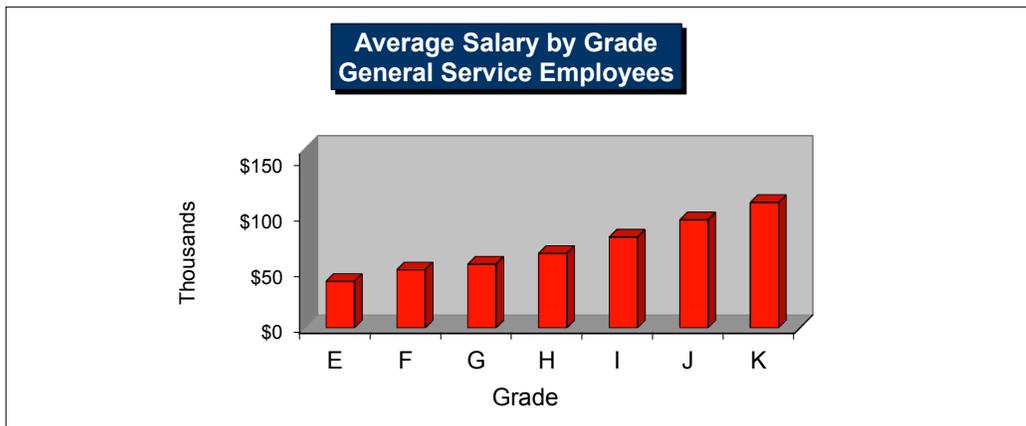


Total Full-Time Employees = 953  
Average Salary: \$60,737

## Average Annual Salary for Career Employees by Grade Prince George's County Department of Parks and Recreation

| Grade | Salary    | Grade | Salary    | Grade | Salary   |
|-------|-----------|-------|-----------|-------|----------|
| PC1   | \$46,123  | E     | \$41,660  | GIT   | \$60,431 |
| P02   | \$53,876  | F     | \$51,945  | HIT   | \$60,541 |
| P03   | \$57,609  | G     | \$56,866  | IIT   | \$82,956 |
| P04   | \$73,556  | H     | \$66,562  | JIT   | \$95,824 |
| P05   | \$89,377  | I     | \$81,001  |       |          |
| P06   | \$104,583 | J     | \$96,463  |       |          |
| P07   | \$118,793 | K     | \$112,073 |       |          |
| P09   | \$144,838 |       |           |       |          |

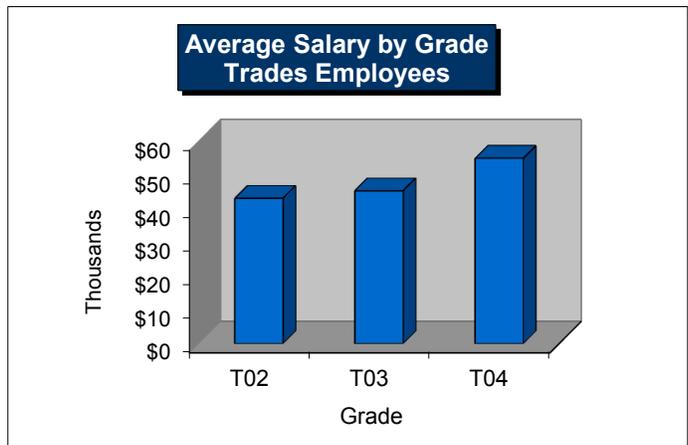
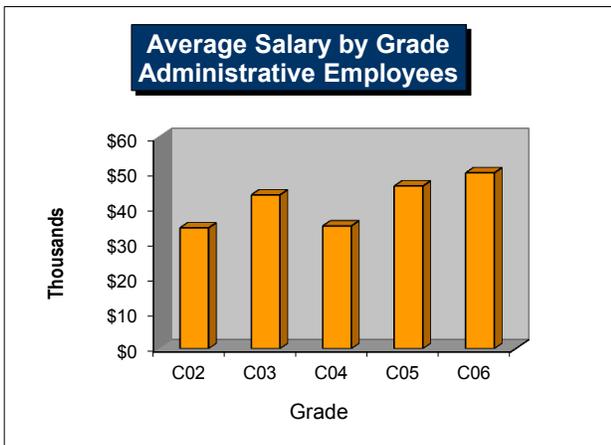
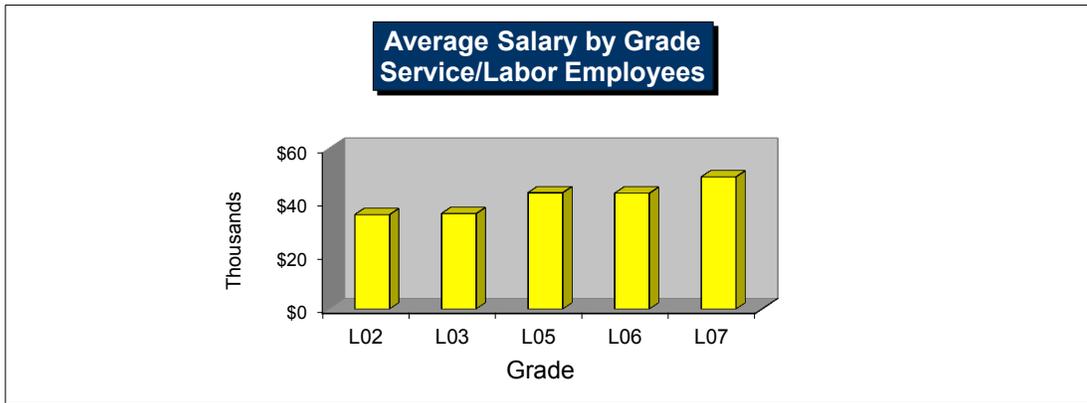
Average Departmental Salary: \$67,129  
Average Commission Salary: \$64,181



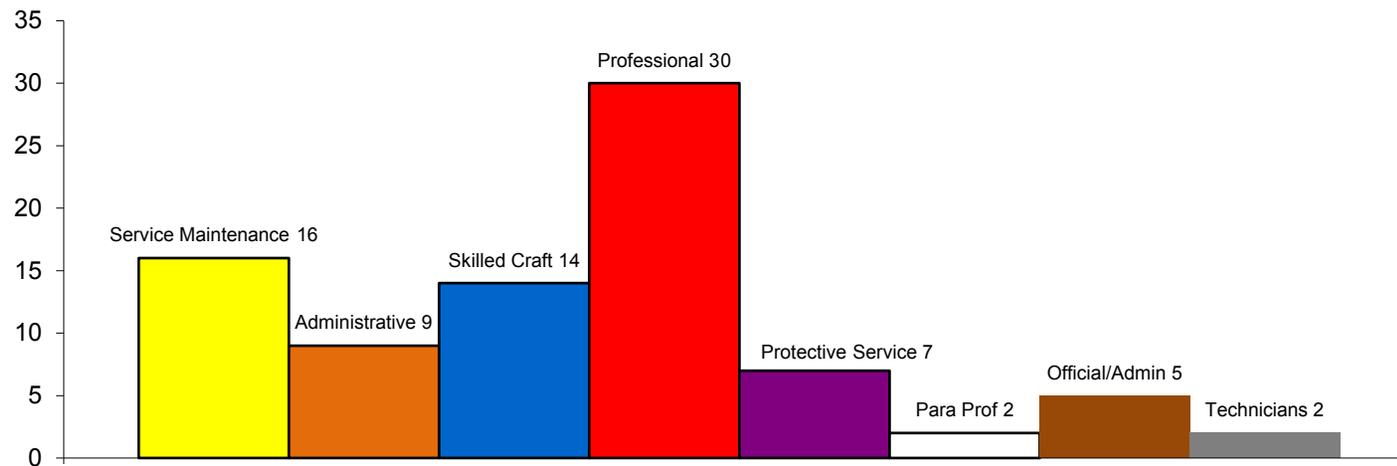
## Average Annual Salary for Career Employees by Grade Prince George's County Department of Parks and Recreation

| Grade | Salary   | Grade | Salary   | Grade | Salary   |
|-------|----------|-------|----------|-------|----------|
| C02   | \$34,290 | L02   | \$35,307 | T02   | \$43,101 |
| C03   | \$43,667 | L03   | \$35,680 | T03   | \$45,362 |
| C04   | \$34,841 | L05   | \$43,511 | T04   | \$54,962 |
| C05   | \$46,152 | L06   | \$43,307 |       |          |
| C06   | \$49,902 | L07   | \$49,429 |       |          |

Average Department Salary: \$67,129  
Average Commission Salary: \$64,181

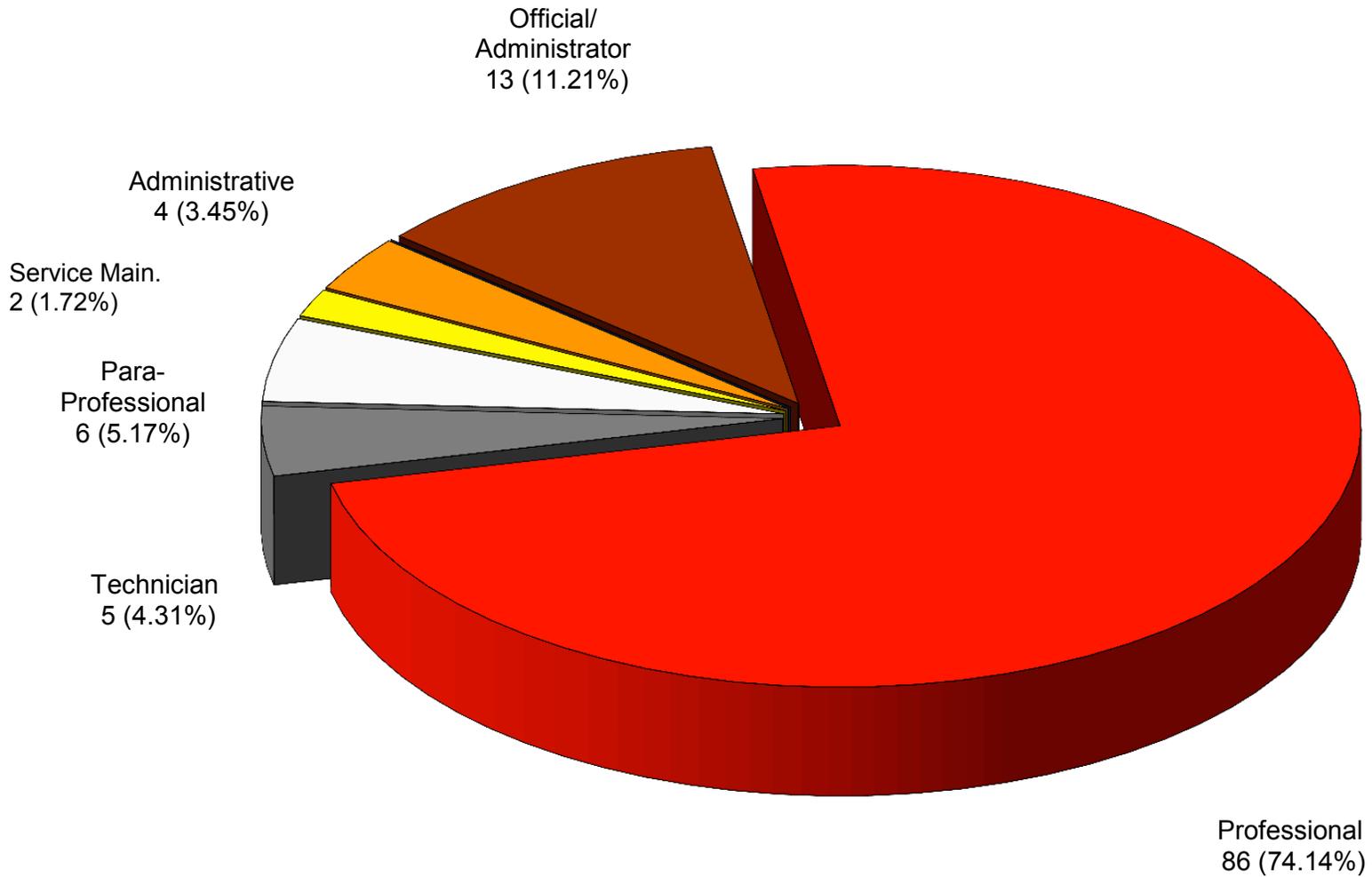


## Employee Turnover by Employment Category Prince George's County Department of Parks and Recreation



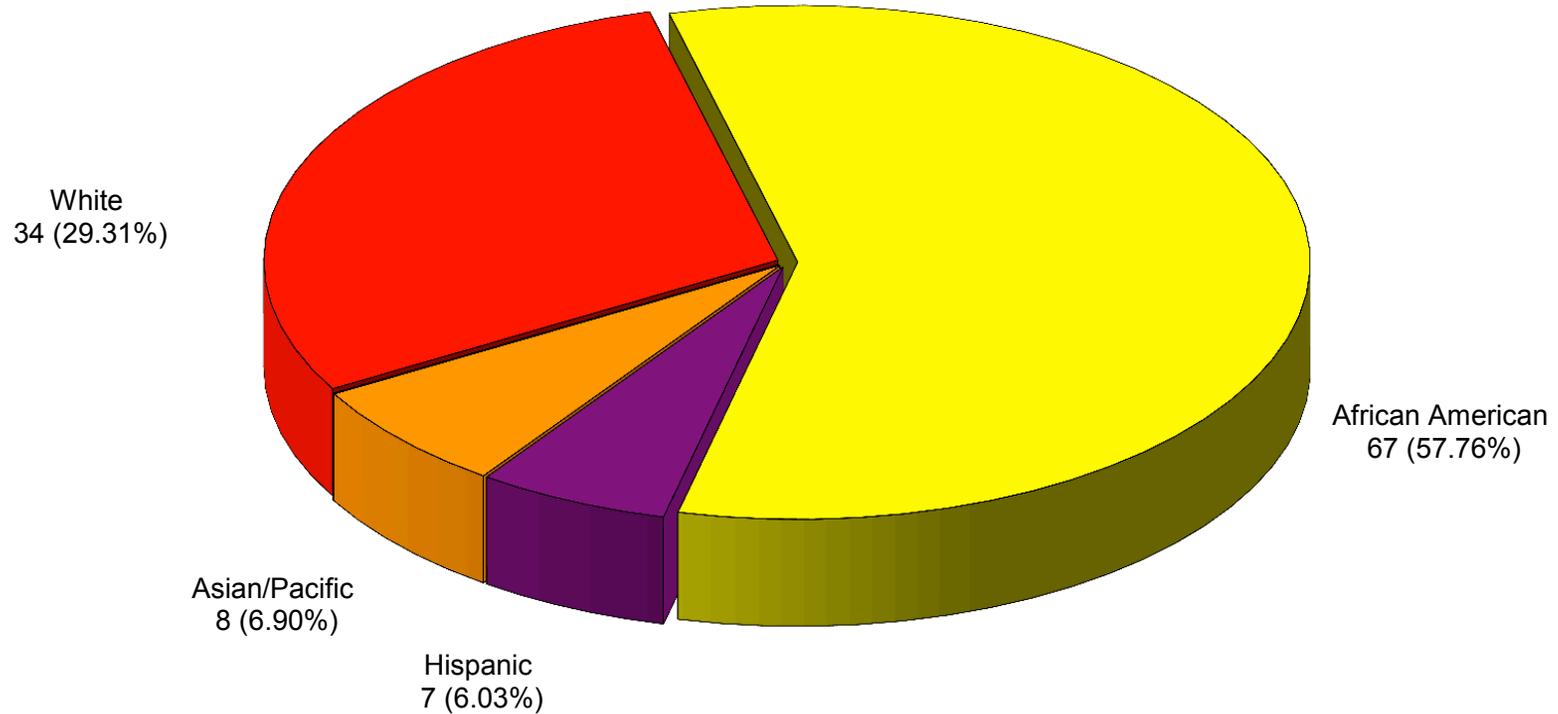
Prince George's County Department of Parks and Recreation Turnover = 85 or 8.7 %  
 Prince George's County Department of Parks and Recreation Employees = 982  
 Commission-Wide Turnover = 161

## Employees by Employment Category Central Administrative Services

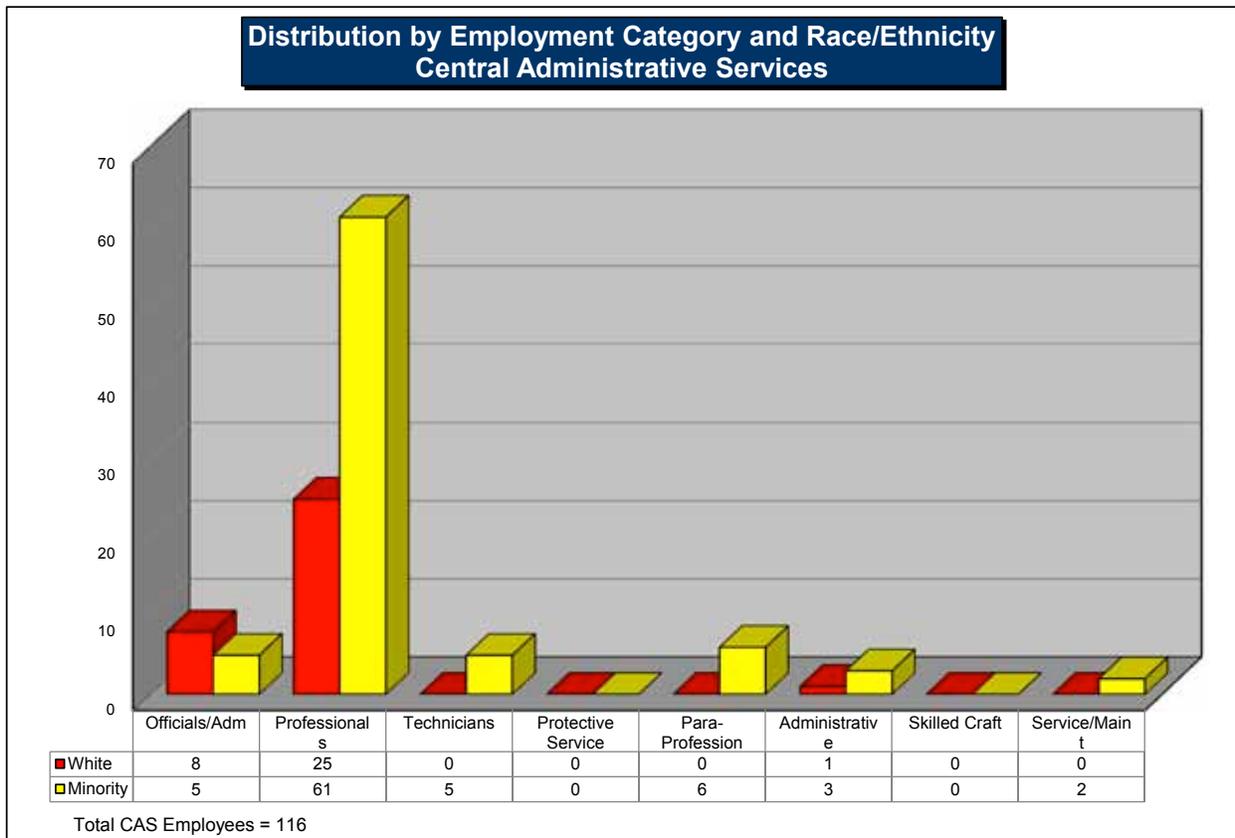
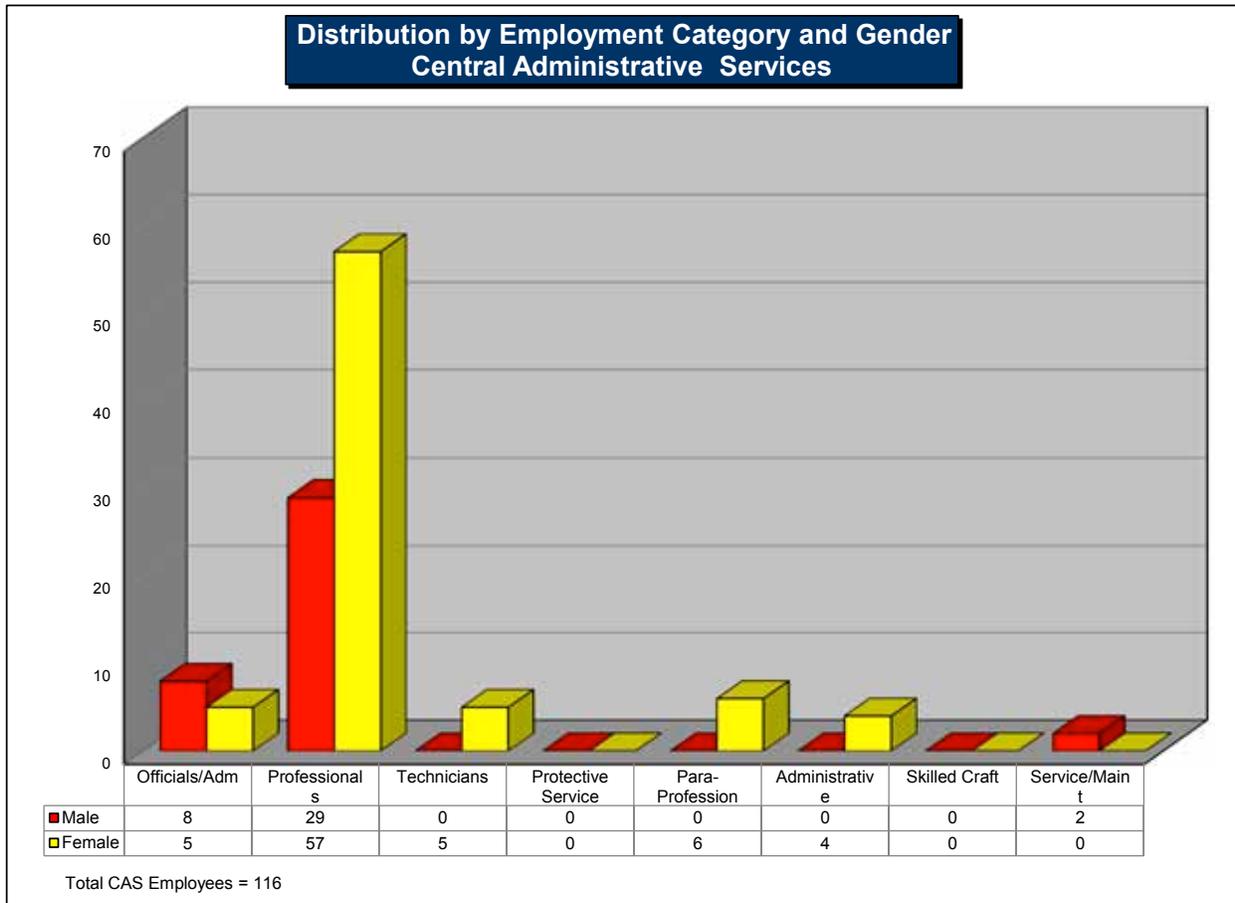


Total Central Administrative Services Employees = 116

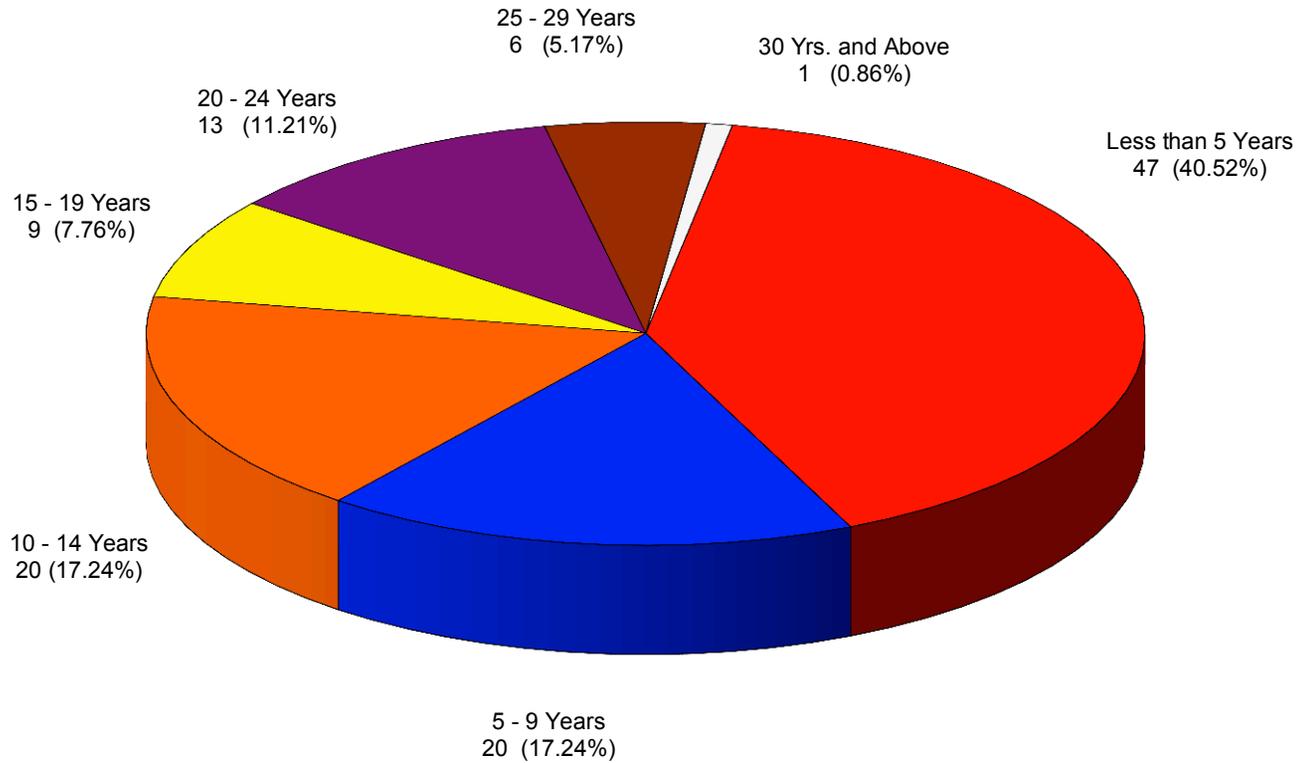
### Race/Ethnicity Career Employees Central Administrative Services



Total CAS Employees = 116

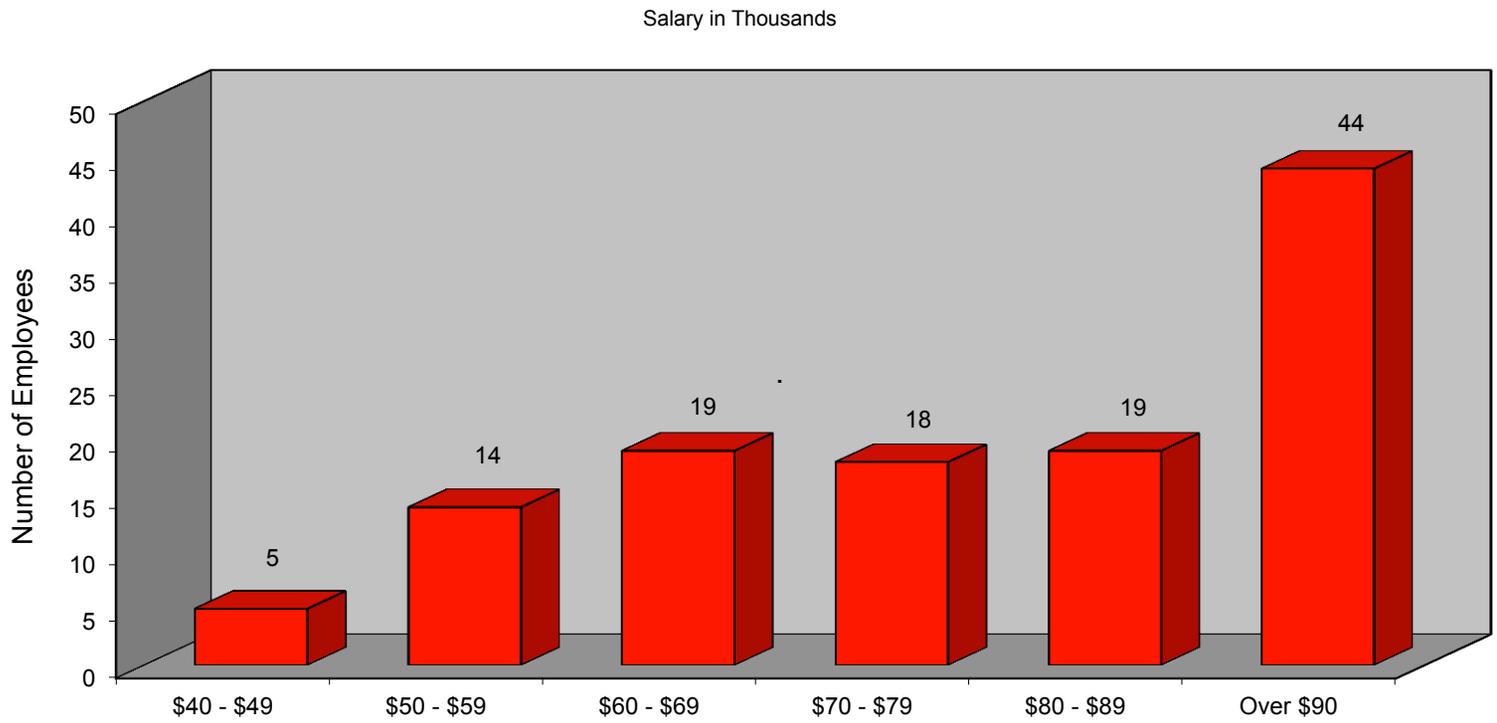


### Average Length of Service Career Employees Central Administrative Services



Total CAS Employees -116

## Salary Range Career Full-Time Employees Central Administrative Services

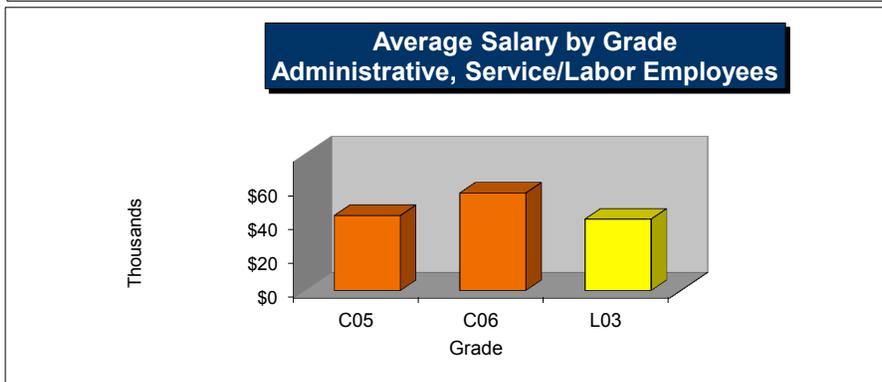
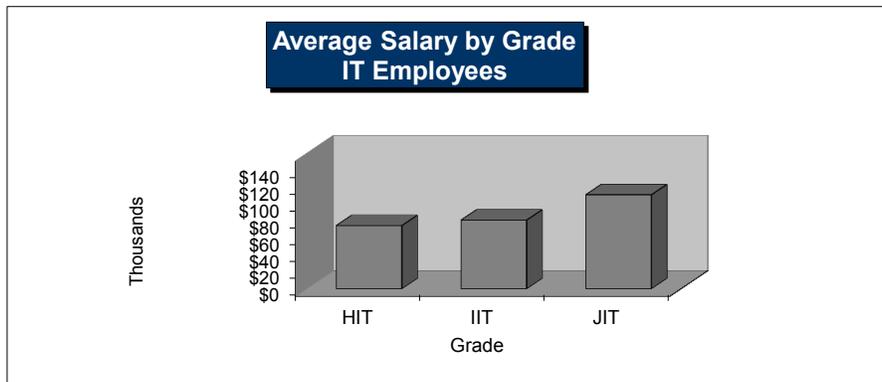
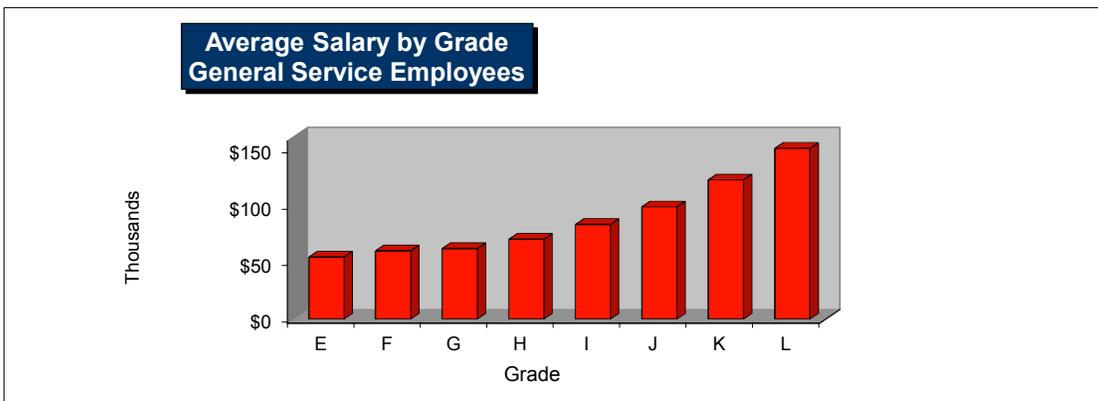


Total CAS Full-Time Employees = 114  
Average Salary: \$86,160

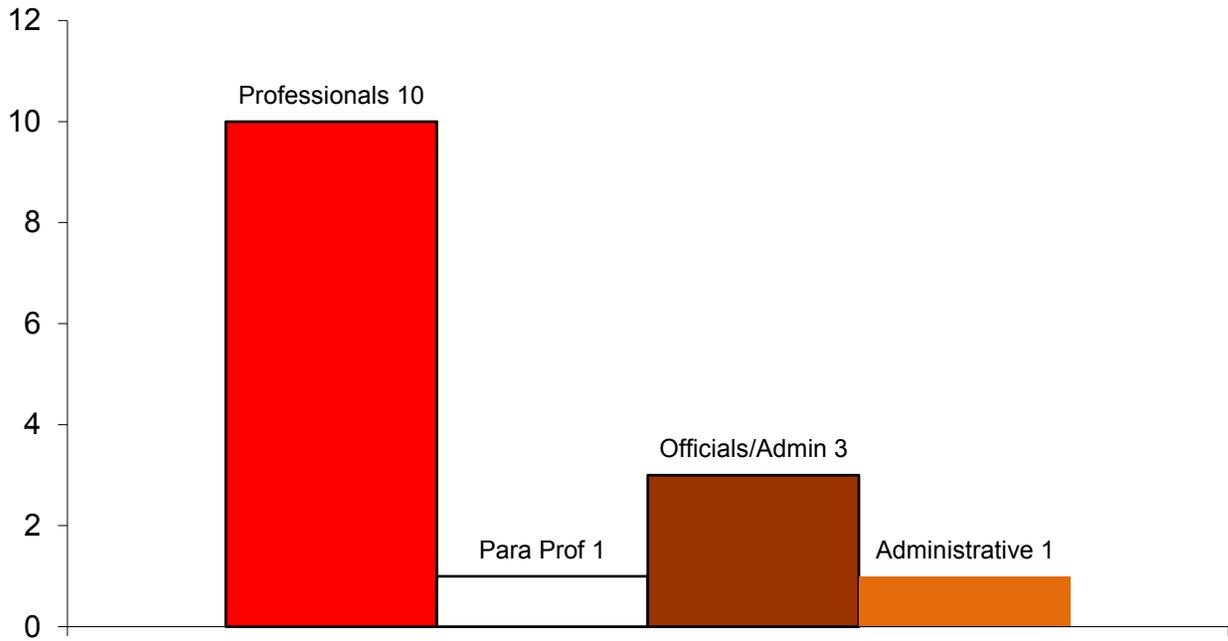
## Average Annual Salary for Career Employees by Grade Central Administrative Services

| Grade | Salary    | Grade | Salary   | Grade | Salary    |
|-------|-----------|-------|----------|-------|-----------|
| E     | \$54,559  | C05   | \$44,097 | HIT   | \$74,736  |
| F     | \$60,028  | C06   | \$57,301 | IIT   | \$81,193  |
| G     | \$61,989  | L03   | \$42,000 | JIT   | \$111,144 |
| H     | \$70,088  |       |          |       |           |
| I     | \$83,118  |       |          |       |           |
| J     | \$98,637  |       |          |       |           |
| K     | \$122,408 |       |          |       |           |
| L     | \$150,000 |       |          |       |           |

Average Departmental Salary: \$86,160  
Average Commission Salary: \$ 64,181

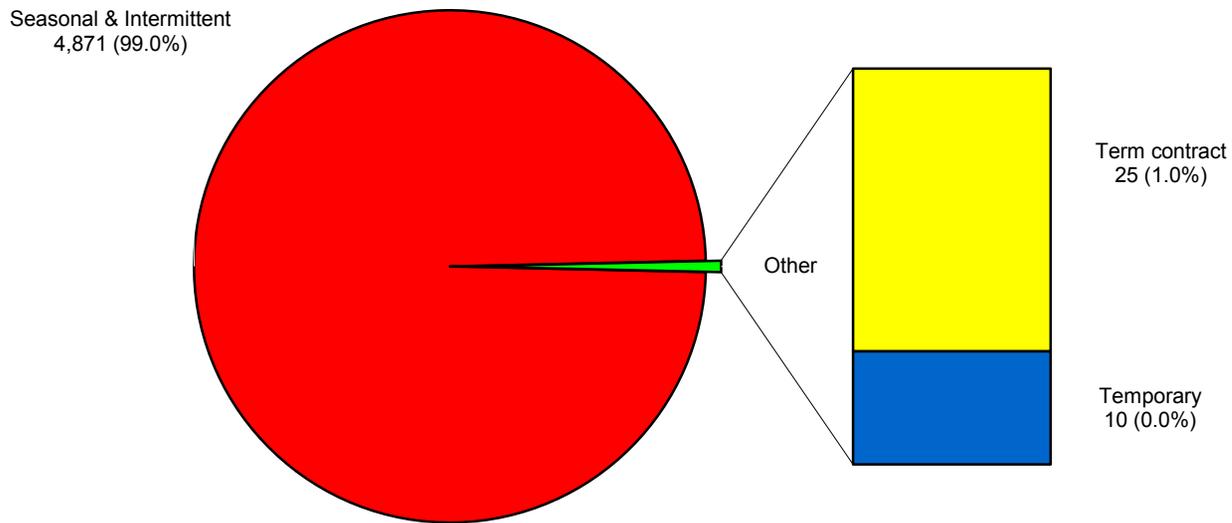


## Employee Turnover by Employment Category Central Administrative Services



CAS Turnover = 15 or 12.9%  
CAS Total Employees = 116  
Commission-Wide Turnover = 161

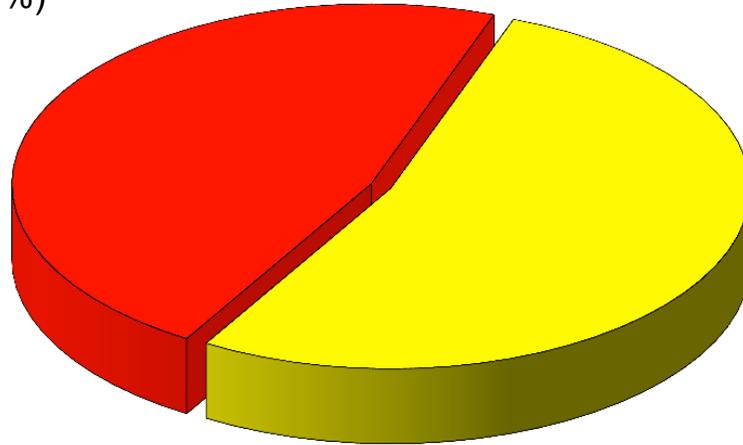
**M-NCPPC FY2011 PERSONNEL MANAGEMENT REVIEW**  
**Non - Career Employees by Type**



Total Non-Career Employees - 4,906

### Non - Career Employees by Gender

Male  
2,305 (47.0%)

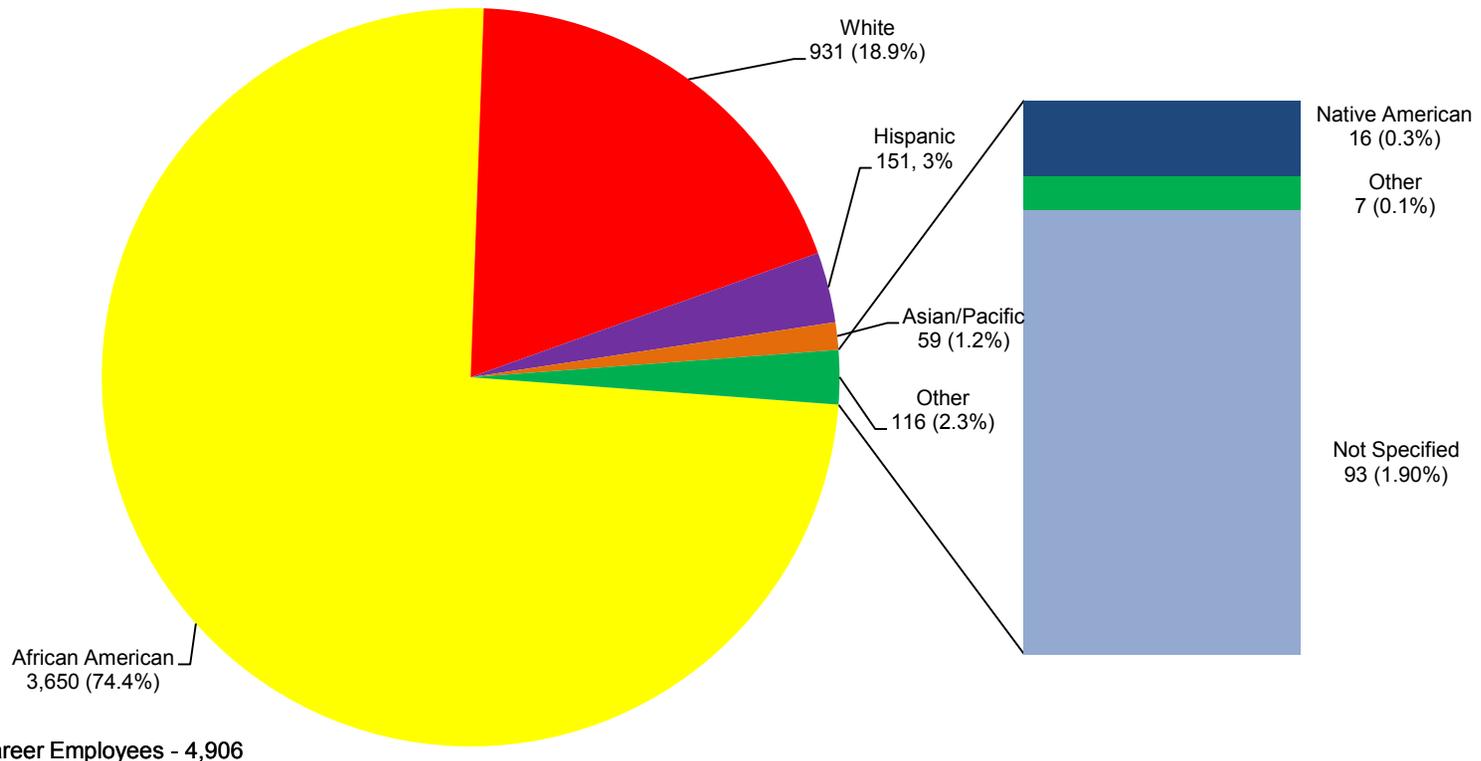


Female  
2,601 (53.0%)

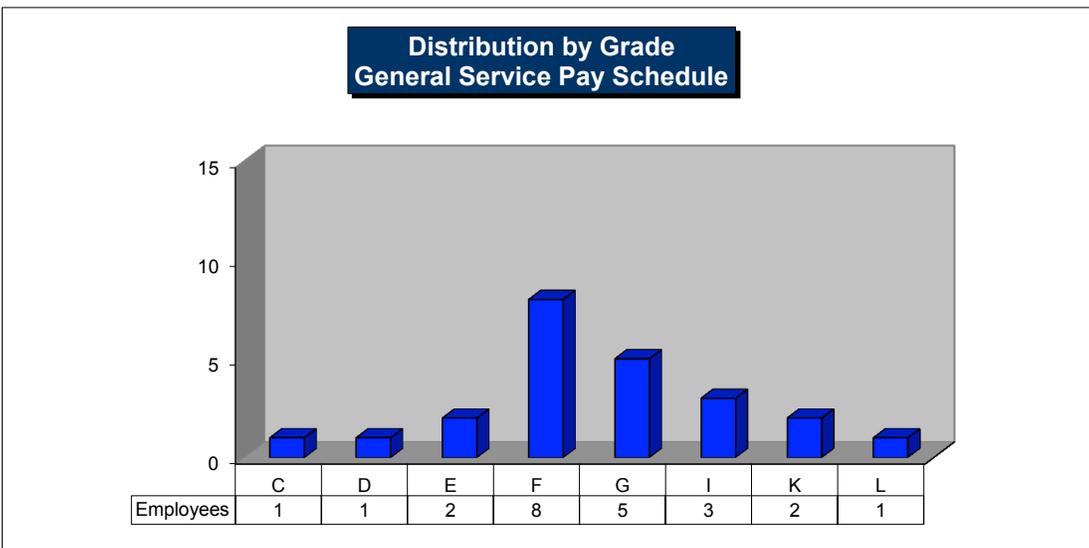
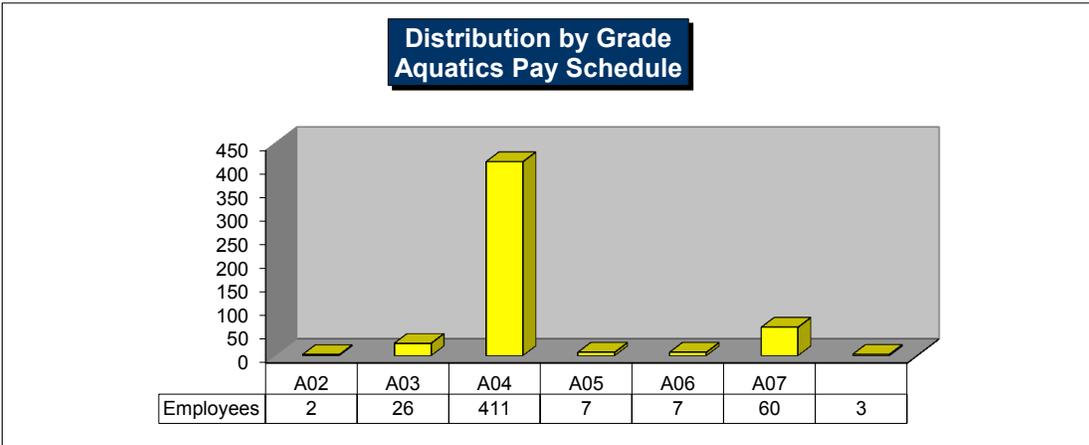
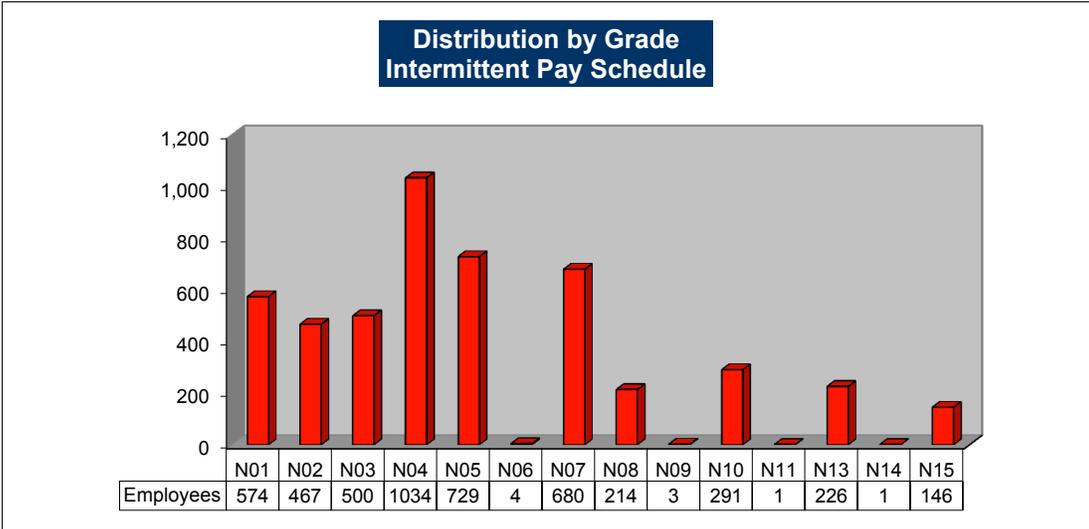
Note: Total Non-Career Employees - 4,906

## M-NCPPC FY2011 PERSONNEL MANAGEMENT REVIEW

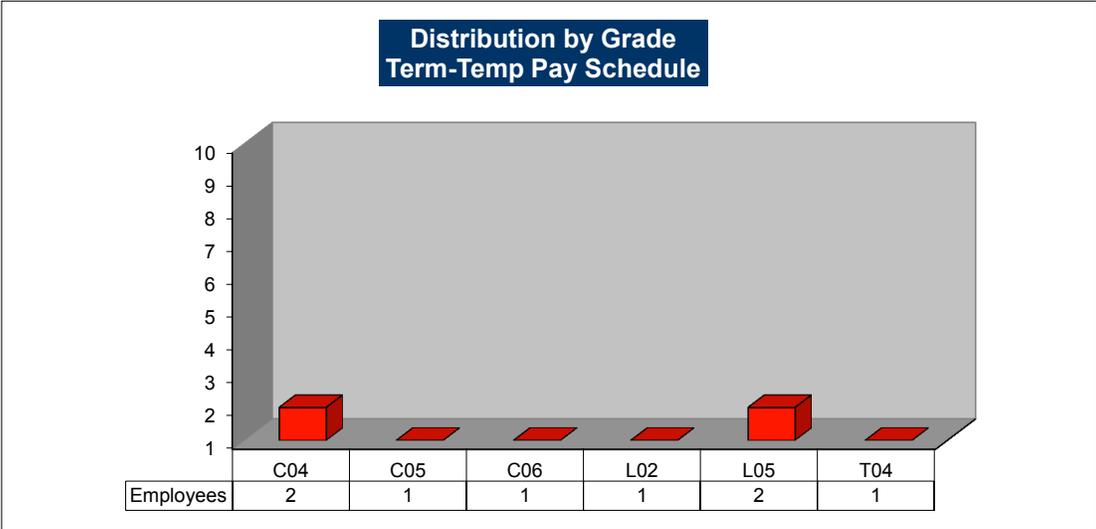
### Non-Career Employees by Race/Ethnicity



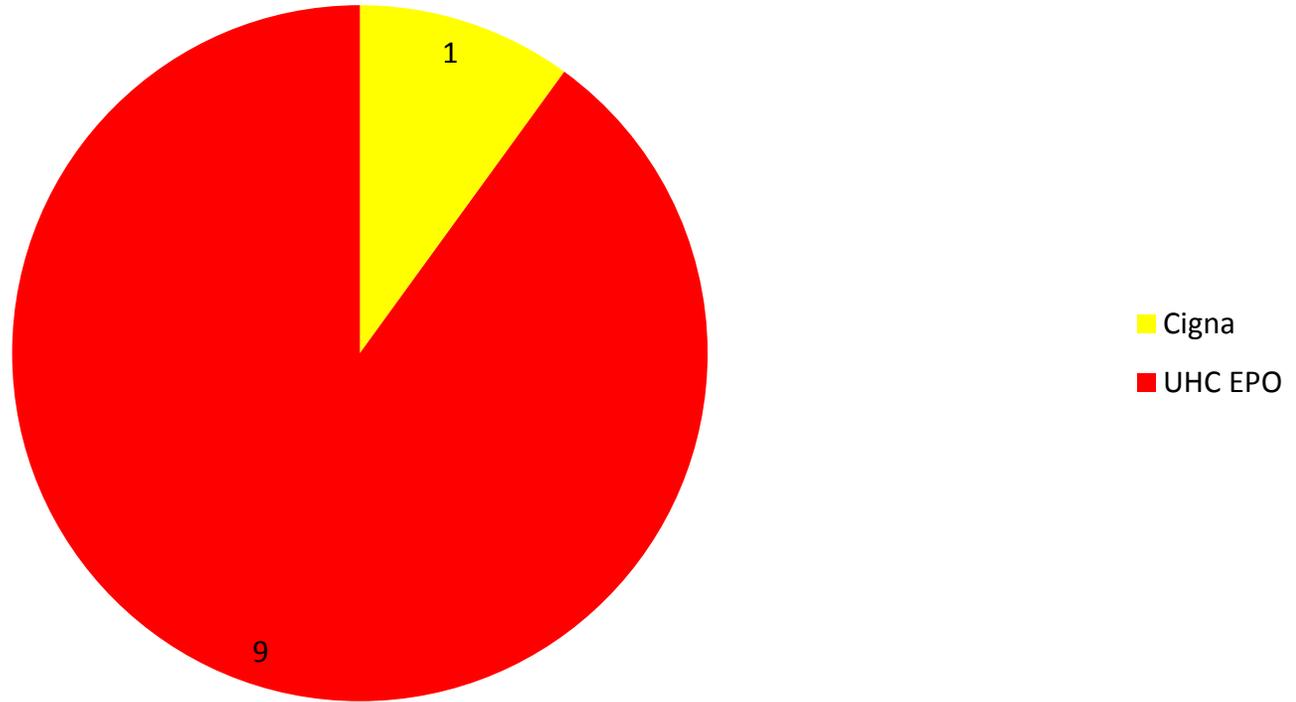
## Non-Career Employees Distribution by Grade by Pay Schedule Assignment



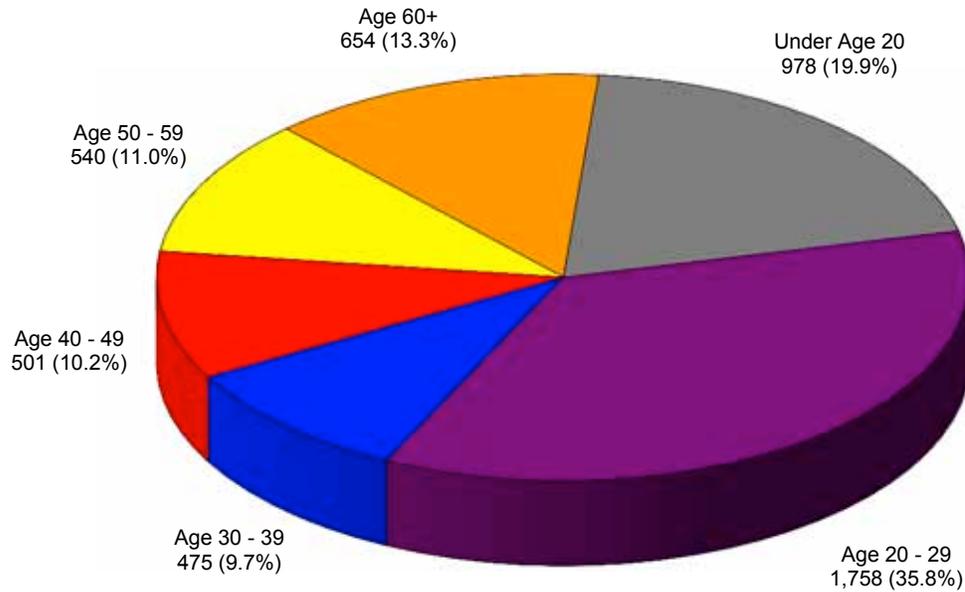
# Non-Career Employee Distribution by Grade by Pay Schedule Assignment



**M-NCPPC FY2011 PERSONNEL MANAGEMENT REVIEW**  
**Non-Career (Term) Employee Medical Health Plan Participation**



## Non-Career Employees by Age



Total Non-Career Employees -4,906

## Non - Career Employees Distribution by Department

|   |              |                |
|---|--------------|----------------|
| Central Administrative Services               | 1            | 0.02%          |
| Montgomery County Commissioners' Office       | 0            | 0.00%          |
| Montgomery County Department of Planning      | 2            | 0.04%          |
| Montgomery County Department of Parks         | 355          | 7.24%          |
| Prince George's County Commissioners' Office  | 5            | 0.10%          |
| Prince George's County Department of Planning | 9            | 0.18%          |
| Prince George's County Parks and Recreation   | 4,534        | 92.42%         |
| <b>M-NCPPC Non-Career Employees - Total</b>   | <b>4,906</b> | <b>100.00%</b> |

**Excerpt from U.S. Equal Employment Opportunity Commission's, EEOC Form 164, State and Local Government Information (EEO-4), Instruction Booklet.****RACE/ETHNIC IDENTIFICATION**

An employer may acquire the race/ethnic information necessary for this section either by visual surveys of the work force, or from post-employment records as to the identity of employees. Since visual surveys are permitted, and the fact that race/ethnic identifications are not present on agency records is not an excuse for failure to provide the data called for. However, although the Commission does not encourage direct inquiry as a method of determining racial or ethnic identity, this method is not prohibited in cases where it has been used in the past, or where other methods are not practical, provided it is not used for purposes of discrimination. Moreover, the fact that employees may be located at different addresses does not provide an acceptable reason for failure to comply with the reporting requirements. In such cases, it is recommended that visual surveys be conducted for the employer by persons such as supervisors who are responsible for the work of the employees or to whom the employees report for instruction or otherwise. Please note that the General Counsel of the Commission has ruled, on the basis of court decisions, that the Commission has the authority to require the racial and ethnic identification of employees, regardless of any possible conflicting state or local laws. The concept of race as used by the Equal Employment Opportunity Commission does *not* denote clearcut scientific definitions of anthropological origins. For the purposes of this report, an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person may be counted in more than one race/ethnic category.

NOTE: The category "HISPANIC", while not a race identification, is included as a separate race/ethnic category because of the employment discrimination often encountered by this group; for this reason do not include HISPANIC under either "white" or "black".

For the purposes of the report, the following race/ethnic categories will be used:

- a. White (not of Hispanic origin):** All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- b. Black (not of Hispanic origin):** All persons having origins in any of the Black racial groups of Africa.
- c. Hispanic:** All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- d. Asian or Pacific Islander:** All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

**e. American Indian or Alaskan Native:** All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

## **DESCRIPTION OF JOB CATEGORIES**

**a. Officials and Administrators:** Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, A.B.C. Board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers, and kindred workers.

**b. Professionals:** Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.

**c. Technicians:** Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.

**d. Protective Service Workers:** Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, firefighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance), and kindred workers.

**e. Paraprofessionals:** Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "New Careers" concept. Included: research assistants, medical aides, child support workers, policy auxiliary welfare service aides, recreation assistants, homemakers aides, home health aides, library assistants and clerks, ambulance drivers and attendants, and kindred workers.

**f. Administrative Support (Including Clerical and Sales):** Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.

**g. Skilled Craft Workers:** Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators, and kindred workers.

**h. Service-Maintenance:** Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundkeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except managers), craft apprentices/trainees/helpers, and kindred workers.

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**General Service Pay Schedule**  
**Effective July 13, 2008**  
**3.25% COLA**

| <u>Grade</u> | <u>Minimum</u>        | <u>Midpoint</u>        | <u>Maximum</u>         |
|--------------|-----------------------|------------------------|------------------------|
| <b>A</b>     | \$23,768<br>\$11.4269 | \$32,220<br>\$15.4904  | \$40,673<br>\$19.5543  |
| <b>B</b>     | \$25,390<br>\$12.2067 | \$34,417<br>\$16.5466  | \$43,443<br>\$20.8861  |
| <b>C</b>     | \$26,545<br>\$12.7620 | \$37,131<br>\$17.8514  | \$47,717<br>\$22.9409  |
| <b>D</b>     | \$29,823<br>\$14.3380 | \$40,427<br>\$19.4361  | \$51,031<br>\$24.5341  |
| <b>E</b>     | \$32,997<br>\$15.8639 | \$44,730<br>\$21.5048  | \$56,462<br>\$27.1452  |
| <b>F</b>     | \$37,025<br>\$17.8005 | \$50,191<br>\$24.1303  | \$63,357<br>\$30.4601  |
| <b>G</b>     | \$41,932<br>\$20.1596 | \$56,842<br>\$27.3279  | \$71,750<br>\$34.4952  |
| <b>H</b>     | \$47,535<br>\$22.8534 | \$64,438<br>\$30.9798  | \$81,342<br>\$39.1067  |
| <b>I</b>     | \$53,835<br>\$25.8822 | \$73,068<br>\$35.1288  | \$92,300<br>\$44.3750  |
| <b>J</b>     | \$62,658<br>\$30.1240 | \$85,930<br>\$41.3125  | \$109,200<br>\$52.5000 |
| <b>K</b>     | \$75,036<br>\$36.0750 | \$101,718<br>\$48.9029 | \$128,399<br>\$61.7303 |
| <b>L</b>     | \$91,015<br>\$43.7572 | \$123,379<br>\$59.3168 | \$155,743<br>\$74.8764 |

**Approved by the Commission May 21, 2008**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Special Salary Range Pay Schedule for Select Career IT Positions ONLY**  
**Effective July 13, 2008 - REVISED**  
**3.25% COLA plus 3.5% Increase to Salary Range Maximum**

| <u>Grade</u> | <u>Minimum</u> | <u>Midpoint</u> | <u>Maximum</u> |
|--------------|----------------|-----------------|----------------|
| <b>GIT</b>   | \$44,028       | \$58,411        | \$75,340       |
|              | \$21.1673      | \$28.0822       | \$36.2210      |
| <b>HIT</b>   | \$49,912       | \$66,215        | \$85,406       |
|              | \$23.9962      | \$31.8341       | \$41.0606      |
| <b>IIT</b>   | \$56,526       | \$75,082        | \$96,914       |
|              | \$27.1760      | \$36.0971       | \$46.5934      |
| <b>JIT</b>   | \$68,298       | \$91,651        | \$119,028      |
|              | \$32.8356      | \$44.0630       | \$57.2251      |

| <u>TITLE</u>                 | <u>GRADE</u> |
|------------------------------|--------------|
| Programmer/Analyst I         | GIT          |
| GIS Specialist I             | GIT          |
| IT Telecommunications Spec I | GIT          |
| Programmer/Analyst II        | HIT          |
| GIS Specialist II            | HIT          |
| Senior IT Support Specialist | IIT          |
| Programmer/Analyst III       | IIT          |
| GIS Specialist III           | IIT          |
| IT Systems Manager/Leader    | JIT          |

**Approved by the Commission**  
**May 21, 2008**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Office/Clerical Bargaining Unit Pay Schedule**  
**Effective July 13, 2008**  
**3.25% COLA plus 2.5% Longevity Step (L4)**

| <u>Grade</u> | <u>Minimum</u>        | <u>Midpoint</u>       | <u>Maximum</u>        | <u>Longevity</u>      |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|
| C01          | \$23,838<br>\$11.4606 | \$32,316<br>\$15.5365 | \$40,793<br>\$19.6120 | \$41,813<br>\$20.1024 |
| C02          | \$25,465<br>\$12.2428 | \$34,520<br>\$16.5962 | \$43,574<br>\$20.9490 | \$44,663<br>\$21.4726 |
| C03          | \$26,623<br>\$12.7995 | \$37,240<br>\$17.9038 | \$47,857<br>\$23.0082 | \$49,053<br>\$23.5832 |
| C04          | \$29,909<br>\$14.3793 | \$40,545<br>\$19.4928 | \$51,180<br>\$24.6058 | \$52,460<br>\$25.2212 |
| C05          | \$33,093<br>\$15.9101 | \$44,860<br>\$21.5673 | \$56,627<br>\$27.2245 | \$58,043<br>\$27.9053 |
| C06          | \$37,135<br>\$17.8534 | \$50,340<br>\$24.2019 | \$63,544<br>\$30.5500 | \$65,133<br>\$31.3139 |

**Approved by the Commission**  
**June 21, 2006**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Trades Bargaining Unit Pay Schedule**  
**Effective July 13, 2008**  
**3.25% COLA + 2.5% Longevity Step(L4)**

| <u>Grade</u> | <u>Minimum</u>        | <u>Midpoint</u>       | <u>Maximum</u>        | <u>Longevity</u>      |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|
| T01          | \$25,465<br>\$12.2428 | \$34,520<br>\$16.5962 | \$43,574<br>\$20.9490 | \$44,663<br>\$21.4726 |
| T02          | \$29,909<br>\$14.3793 | \$40,545<br>\$19.4928 | \$51,180<br>\$24.6058 | \$52,460<br>\$25.2212 |
| T03          | \$33,093<br>\$15.9101 | \$44,860<br>\$21.5673 | \$56,627<br>\$27.2245 | \$58,043<br>\$27.9053 |
| T04          | \$37,135<br>\$17.8534 | \$50,340<br>\$24.2019 | \$63,544<br>\$30.5500 | \$65,133<br>\$31.3139 |

**Approved by the Commission**  
**June 21, 2006**

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Service/Labor Bargaining Unit Pay Schedule**  
**Effective July 13, 2008**  
**3.25% COLA + 2.5% Longevity Step(L4)**

| <u>Grade</u> | <u>Minimum</u>        | <u>Midpoint</u>       | <u>Maximum</u>        | <u>Longevity</u>      |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|
| L01          | \$23,768<br>\$11.4269 | \$32,221<br>\$15.4909 | \$40,673<br>\$19.5543 | \$41,690<br>\$20.0433 |
| L02          | \$26,545<br>\$12.7620 | \$37,130<br>\$17.8514 | \$47,716<br>\$22.9404 | \$48,909<br>\$23.5139 |
| L03,L04      | \$29,823<br>\$14.3380 | \$40,428<br>\$19.4365 | \$51,032<br>\$24.5346 | \$52,308<br>\$25.1481 |
| L05,L06      | \$32,997<br>\$15.8639 | \$44,730<br>\$21.5048 | \$56,462<br>\$27.1452 | \$57,874<br>\$27.8240 |
| L07          | \$37,025<br>\$17.8005 | \$50,191<br>\$24.1303 | \$63,357<br>\$30.4601 | \$64,941<br>\$31.2216 |

Approved by the Commission  
June 21, 2006

The Maryland-National Capital Park and Planning Commission  
 FOP Park Police  
 Effective July 12, 2009 (3.75% COLA)

| <u>Rank</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>K</u> | <u>L</u> | <u>M</u> | <u>N</u> | <u>O</u> | <u>P</u> |
|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| P02         |          | \$47,853 | \$49,533 | \$51,265 | \$53,059 | \$54,914 | \$56,838 | \$58,826 | \$60,885 | \$63,016 | \$65,225 | \$67,508 | \$69,866 | \$72,311 | \$74,844 |          |
| P03         | \$47,832 | \$50,247 | \$52,009 | \$53,834 | \$55,711 | \$57,657 | \$59,679 | \$61,767 | \$63,934 | \$66,168 | \$68,485 | \$70,885 | \$73,367 | \$75,928 | \$78,586 |          |
| P04         | \$50,224 | \$52,757 | \$54,608 | \$56,519 | \$58,495 | \$60,544 | \$62,662 | \$64,854 | \$67,127 | \$69,472 | \$71,907 | \$74,425 | \$77,027 | \$79,726 | \$82,518 |          |
| P05         | \$55,371 | \$58,171 | \$60,205 | \$62,311 | \$64,490 | \$66,749 | \$69,085 | \$71,506 | \$74,009 | \$76,597 | \$79,281 | \$82,059 | \$84,924 | \$87,898 | \$90,971 | \$93,246 |

| <u>Rank</u> | <u>ASI 1*</u> | <u>ASI 2**</u> |
|-------------|---------------|----------------|
| P02         | \$76,717      | \$78,634       |
| P03         | \$80,550      | \$82,565       |
| P04         | \$84,578      | \$86,692       |
| P05         | \$95,579      | \$97,968       |

\*ASI 1 Applies to all officers on the first anniversary date on which the officer has completed 16 years.

\*\*ASI 2 Applies to all officers on the first anniversary date on which the officer has completed 19 years.

\*\*\*1% Salary Adjustments effective 4/9/06, 7/2/06, and 7/1/07 as a result of officers assuming 100% of the LTD premiums or 80% of the CDBP premium effective 4/9/06 pursuant to Collective Bargaining Agreement dated February 1, 2005 to January 31, 2008.

Approved by the Commission May 21, 2008

**Park Police Command Officers**

Effective July 12, 2009

3.75% Adjustment to Pay Ranges

| <u>Title</u>        | <u>Minimum</u> | <u>Midpoint</u> | <u>Maximum</u> |
|---------------------|----------------|-----------------|----------------|
| Lieutenant<br>[P06] | \$64,234       | \$86,793        | \$109,354      |
| Captain<br>[P07]    | \$74,315       | \$100,412       | \$126,509      |
| Commander<br>[P09]  | \$90,785       | \$117,988       | \$145,188      |

**Officer Candidate Pay Scale\***  
Effective July 13, 2008 (3.25% COLA)

| <u>Position</u>   | <u>Scale</u> |
|-------------------|--------------|
| Candidate<br>[PC] | \$46,123     |

\* Park Police Candidates and officers covered by the Collective Bargaining Unit received a 1% salary adjustment effective 4/9/06, 7/2/06 and 7/1/07 as a result of assuming 100% of the LTD premiums on 4/9/06. These adjustments remain in effect only as long as the 100% LTD premium payments are maintained by officers.

Approved by the Commission June 17, 2009  
Candidate Pay Approved by the Commission May 21, 2008

**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**  
**Seasonal/Intermittent Pay Schedule**  
**Effective First Full Pay Period On or After April 12, 2009\***

|                                | <u>GRADE</u> | <u>MINIMUM</u> | <u>MIDPOINT</u> | <u>MAXIMUM</u> | <u>INSTRUCTORS</u> |     |
|--------------------------------|--------------|----------------|-----------------|----------------|--------------------|-----|
| PFA I - 2001                   | N01          | \$7.2500       | \$8.3375        | \$9.4250       | 2003               | I   |
| PFA II - 2018                  | N02          | \$7.3000       | \$8.6500        | \$10.0000      |                    |     |
| PFA III - 2042                 | N03          | \$7.3200       | \$9.0211        | \$10.7221      |                    |     |
| PFMA I - 2047                  | N04          | \$7.4000       | \$9.4400        | \$11.4800      | 2045               | II  |
| PFMA II - 2051                 | N05          | \$8.0223       | \$10.2288       | \$12.4353      |                    |     |
|                                | N06          | \$8.7447       | \$11.1496       | \$13.5547      |                    |     |
| PFMA III - 2059                | N07          | \$9.2691       | \$11.8182       | \$14.3673      |                    |     |
|                                | N08          | \$9.8247       | \$12.5267       | \$15.2286      | 2065               | III |
|                                | N09          | \$10.4140      | \$13.2780       | \$16.1420      |                    |     |
|                                | N10          | \$11.0391      | \$14.0749       | \$17.1109      |                    |     |
| Intern I/Playground<br>Manager | N11          | \$11.9223      | \$15.2007       | \$18.4792      | 2067               | IV  |
|                                | N12          | \$12.8763      | \$16.4175       | \$19.9586      |                    |     |
| Intern II                      | N13          | \$14.8072      | \$18.8791       | \$22.9511      | 2069               | V   |
|                                | N14          | \$17.0287      | \$21.7118       | \$26.3950      |                    |     |
|                                | N15          | \$19.5836      | \$24.9688       | \$30.3541      | 2071               | VI  |

\* N01-N04 rates revised in compliance with the Federal Minimum Wage Adjustment effective 7/24/09  
as well as structural changes required to maximize its effectiveness

APPROVED BY THE COMMISSION FEBRUARY 18, 2009

The Maryland-National Capital Park and Planning Commission  
Aquatics Seasonal/Intermittent Pay Schedule  
Effective First Full Pay Period On or After May 25, 2008  
20.0% Pay Schedule Adjustment

| <u>Grade</u> | <u>First Year</u> | <u>Second Year</u> | <u>Third Year</u> |
|--------------|-------------------|--------------------|-------------------|
| A01          | \$7.75            | \$8.33             | \$8.90            |
| A02          | \$8.52            | \$9.16             | \$9.80            |
| A03          | \$9.30            | \$10.07            | \$10.88           |
| A04          | \$10.69           | \$11.58            | \$12.52           |
| A05          | \$12.31           | \$13.31            | \$14.39           |
| A06          | \$14.16           | \$15.30            | \$16.56           |
| A07          | \$16.28           | \$17.60            | \$19.04           |

Approved by Commission on February 20, 2008

The Maryland-National Capital Park and Planning Commission  
Premium Rates Effective January 1, 2011

**EMPLOYEE-ONLY COVERAGE**

| Appointed & Career Employees & Retirees | Career Co-Pay % | Total Cost      |               |             | Commission Share |          | Employee Share |                | Employee Term Contract Bi-Weekly | Change From 2010 |
|---|-----------------|-----------------|---------------|-------------|------------------|----------|----------------|----------------|----------------------------------|------------------|
|   |                 | Bi-Weekly Rates | Monthly Rates | COBRA Rates | Bi-Weekly        | Monthly  | Bi-Weekly      | Monthly        |                                  |                  |
| UnitedHealthcare Choice Plus POS        | 85%/15%         | \$135.24        | \$293.00      | \$298.86    | \$114.96         | \$249.05 | <b>\$20.28</b> | <b>\$43.95</b> |                                  | 0.00%            |
| CIGNA Open Access Plus In EPO           | 85%/15%         | \$146.31        | \$317.00      | \$323.34    | \$124.37         | \$269.45 | <b>\$21.94</b> | <b>\$47.55</b> | <b>\$102.42</b>                  | 0.00%            |
| UnitedHealthcare Select EPO             | 85%/15%         | \$132.47        | \$287.00      | \$292.74    | \$112.60         | \$243.95 | <b>\$19.87</b> | <b>\$43.05</b> | <b>\$92.73</b>                   | 0.00%            |
| Caremark Prescription                   | 85%/15%         | \$42.47         | \$92.00       | \$93.84     | \$36.10          | \$78.20  | <b>\$6.37</b>  | <b>\$13.80</b> | <b>\$29.73</b>                   | 0.00%            |
| United Concordia Dental                 | 85%/15%         | \$16.20         | \$35.08       | \$35.78     | \$13.77          | \$29.82  | <b>\$2.43</b>  | <b>\$5.26</b>  |                                  | -10.00%          |
| Vision Service Plan - Low               | 80%/20%         | \$1.43          | \$3.08        | \$3.14      | \$1.15           | \$2.47   | <b>\$0.28</b>  | <b>\$0.61</b>  |                                  | -7.60%           |
| Vision Service Plan - Moderate          | See note        | \$2.53          | \$5.47        | \$5.58      | \$1.15           | \$2.47   | <b>\$1.38</b>  | <b>\$3.00</b>  |                                  | -7.60%           |
| Vision Service Plan - High              | See note        | \$3.69          | \$7.99        | \$8.15      | \$1.15           | \$2.47   | <b>\$2.54</b>  | <b>\$5.52</b>  |                                  | -7.60%           |

**Post-65 Retirees in the UHC POS**

|                                      |         |     |          |     |     |          |            |                |  |       |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|
| UnitedHealthcare Medicare Complement | 85%/15% | N/A | \$168.00 | N/A | N/A | \$142.80 | <b>N/A</b> | <b>\$25.20</b> |  | 0.00% |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|

**Other Benefit Plan Rates:**

|                                  |         |        |         |     |        |        |               |                |  |        |
|----------------------------------|---------|--------|---------|-----|--------|--------|---------------|----------------|--|--------|
| CIGNA - Long Term Disb - Regular | 80%/20% | \$0.74 | \$1.60  | N/A |        |        |               |                |  | -6.40% |
| CIGNA - Long Term Disb - FOP     | 0%/100% | \$0.85 | \$1.84  | N/A |        |        |               |                |  | 0.00%  |
| Legal Resources - Legal Services | 0%/100% | \$9.00 | \$18.00 | N/A | \$0.00 | \$0.00 | <b>\$9.00</b> | <b>\$18.00</b> |  | 0.00%  |
| Life Insurance                   | 80%/20% |        | \$0.220 |     |        |        |               |                |  | 0.00%  |
| AD&D                             | 80%/20% |        | \$0.03  |     |        |        |               |                |  | 0.00%  |

Notes:

Prescription drug coverage is separate from medical plans

Contract Employees: Commission pays 30%, employee pays 70%

Vision: (Commission pays/Employee pays) Low Option: 80%/20% Moderate and High Options: 80% of low plan/Employee pays balance

Basic Life Insurance: Commission pays 80%, employee pays 20%; dependent is paid 100% by employee. Rates are per \$1000 of eligible salary

CIGNA: Rates are per \$100 of monthly benefit

Legal Resources: Employee pays 100%. \$9.00 bi-weekly - 1st and 2nd per pay periods monthly.

The Maryland-National Capital Park and Planning Commission  
Premium Rates Effective January 1, 2011

**TWO-MEMBER COVERAGE**

| Appointed & Career Employees & Retirees | Career Co-Pay % | Total Cost      |               |             | Commission Share |          | Employee Share |                | Employee Term Contract Bi-Weekly | Change From 2010 |
|---|-----------------|-----------------|---------------|-------------|------------------|----------|----------------|----------------|----------------------------------|------------------|
|   |                 | Bi-Weekly Rates | Monthly Rates | COBRA Rates | Bi-Weekly        | Monthly  | Bi-Weekly      | Monthly        |                                  |                  |
| UnitedHealthcare Choice Plus POS        | 85%/15%         | \$270.47        | \$586.00      | \$597.72    | \$229.90         | \$498.10 | <b>\$40.57</b> | <b>\$87.90</b> |                                  | 0.00%            |
| CIGNA Open Access Plus In EPO           | 85%/15%         | \$292.62        | \$634.00      | \$646.68    | \$248.73         | \$538.90 | <b>\$43.89</b> | <b>\$95.10</b> | <b>\$204.84</b>                  | 0.00%            |
| UnitedHealthcare Select EPO             | 85%/15%         | \$264.93        | \$574.00      | \$585.48    | \$225.20         | \$487.90 | <b>\$39.73</b> | <b>\$86.10</b> | <b>\$185.46</b>                  | 0.00%            |
| Caremark Prescription                   | 85%/15%         | \$84.93         | \$184.00      | \$187.68    | \$72.20          | \$156.40 | <b>\$12.73</b> | <b>\$27.60</b> | <b>\$59.46</b>                   | 0.00%            |
| United Concordia Dental                 | 85%/15%         | \$32.39         | \$70.16       | \$71.56     | \$27.54          | \$59.64  | <b>\$4.85</b>  | <b>\$10.52</b> |                                  | -10.00%          |
| Vision Service Plan - Low               | 80%/20%         | \$2.87          | \$6.21        | \$6.33      | \$2.30           | \$4.97   | <b>\$0.57</b>  | <b>\$1.24</b>  |                                  | -7.60%           |
| Vision Service Plan - Moderate          | See note        | \$5.07          | \$10.98       | \$11.20     | \$2.30           | \$4.97   | <b>\$2.77</b>  | <b>\$6.01</b>  |                                  | -7.60%           |
| Vision Service Plan - High              | See note        | \$7.39          | \$16.01       | \$16.33     | \$2.30           | \$4.97   | <b>\$5.09</b>  | <b>\$11.04</b> |                                  | -7.60%           |

**Post-65 Retirees in the UHC POS**

|                                      |         |     |          |     |     |          |            |                |  |       |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|
| UnitedHealthcare Medicare Complement | 85%/15% | N/A | \$336.00 | N/A | N/A | \$285.60 | <b>N/A</b> | <b>\$50.40</b> |  | 0.00% |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|

**Other Benefit Plan Rates:**

|                                  |         |        |         |     |        |        |               |                |  |        |
|----------------------------------|---------|--------|---------|-----|--------|--------|---------------|----------------|--|--------|
| CIGNA - Long Term Disb - Regular | 80%/20% | \$0.74 | \$1.60  | N/A |        |        |               |                |  | -6.40% |
| CIGNA - Long Term Disb - FOP     | 0%/100% | \$0.85 | \$1.84  | N/A |        |        |               |                |  | 0.00%  |
| Legal Resources - Legal Services | 0%/100% | \$9.00 | \$18.00 | N/A | \$0.00 | \$0.00 | <b>\$9.00</b> | <b>\$18.00</b> |  | 0.00%  |
| Life Insurance                   | 80%/20% |        | \$0.220 |     |        |        |               |                |  | 0.00%  |
| AD&D                             | 80%/20% |        | \$0.03  |     |        |        |               |                |  | 0.00%  |

Notes:

Prescription drug coverage is separate from medical plans

Contract Employees: Commission pays 30%, employee pays 70%

Vision: (Commission pays/Employee pays) Low Option: 80%/20% Moderate and High Options: 80% of low plan/Employee pays balance

Basic Life Insurance: Commission pays 80%, employee pays 20%; dependent is paid 100% by employee. Rates are per \$1000 of eligible salary

CIGNA: Rates are per \$100 of monthly benefit

Legal Resources: Employee pays 100%. \$9.00 bi-weekly - 1st and 2nd per pay periods monthly.

The Maryland-National Capital Park and Planning Commission  
Premium Rates Effective January 1, 2011

FAMILY COVERAGE

| Appointed & Career Employees & Retirees | Career Co-Pay % | Total Cost      |               |             | Commission Share |          | Employee Share |                 | Employee Term Contract Bi-Weekly | Change From 2010 |
|---|-----------------|-----------------|---------------|-------------|------------------|----------|----------------|-----------------|----------------------------------|------------------|
|   |                 | Bi-Weekly Rates | Monthly Rates | COBRA Rates | Bi-Weekly        | Monthly  | Bi-Weekly      | Monthly         |                                  |                  |
| UnitedHealthcare Choice Plus POS        | 85%/15%         | \$405.70        | \$879.00      | \$896.58    | \$344.85         | \$747.15 | <b>\$60.85</b> | <b>\$131.85</b> |                                  | 0.00%            |
| CIGNA Open Access Plus In EPO           | 85%/15%         | \$438.93        | \$951.00      | \$970.02    | \$373.10         | \$808.35 | <b>\$65.83</b> | <b>\$142.65</b> | <b>\$307.26</b>                  | 0.00%            |
| UnitedHealthcare Select EPO             | 85%/15%         | \$397.39        | \$861.00      | \$878.22    | \$337.79         | \$731.85 | <b>\$59.60</b> | <b>\$129.15</b> | <b>\$278.18</b>                  | 0.00%            |
| Caremark Prescription                   | 85%/15%         | \$127.39        | \$276.00      | \$281.52    | \$108.29         | \$234.60 | <b>\$19.10</b> | <b>\$41.40</b>  | <b>\$89.18</b>                   | 0.00%            |
| United Concordia Dental                 | 85%/15%         | \$48.58         | \$105.24      | \$107.34    | \$41.30          | \$89.46  | <b>\$7.28</b>  | <b>\$15.78</b>  |                                  | -10.00%          |
| Vision Service Plan - Low               | 80%/20%         | \$4.27          | \$9.25        | \$9.44      | \$3.42           | \$7.40   | <b>\$0.85</b>  | <b>\$1.85</b>   |                                  | -7.60%           |
| Vision Service Plan - Moderate          | See note        | \$7.58          | \$16.42       | \$16.75     | \$3.42           | \$7.40   | <b>\$4.16</b>  | <b>\$9.02</b>   |                                  | -7.60%           |
| Vision Service Plan - High              | See note        | \$11.06         | \$23.96       | \$24.44     | \$3.42           | \$7.40   | <b>\$7.64</b>  | <b>\$16.56</b>  |                                  | -7.60%           |

**Post-65 Retirees in the UHC POS**

|                                      |         |     |          |     |     |          |            |                |  |       |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|
| UnitedHealthcare Medicare Complement | 85%/15% | N/A | \$504.00 | N/A | N/A | \$428.40 | <b>N/A</b> | <b>\$75.60</b> |  | 0.00% |
|--------------------------------------|---------|-----|----------|-----|-----|----------|------------|----------------|--|-------|

**Other Benefit Plan Rates:**

|                                  |         |        |         |     |        |        |               |                |  |        |
|----------------------------------|---------|--------|---------|-----|--------|--------|---------------|----------------|--|--------|
| CIGNA - Long Term Disb - Regular | 80%/20% | \$0.74 | \$1.60  | N/A |        |        |               |                |  | -6.40% |
| CIGNA - Long Term Disb - FOP     | 0%/100% | \$0.85 | \$1.84  | N/A |        |        |               |                |  | 0.00%  |
| Legal Resources - Legal Services | 0%/100% | \$9.00 | \$18.00 | N/A | \$0.00 | \$0.00 | <b>\$9.00</b> | <b>\$18.00</b> |  | 0.00%  |
| Life Insurance                   | 80%/20% |        | \$0.220 |     |        |        |               |                |  | 0.00%  |
| AD&D                             | 80%/20% |        | \$0.03  |     |        |        |               |                |  | 0.00%  |

Notes:

Prescription drug coverage is separate from medical plans

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