

SUMMARY OF BUDGETED POSITIONS  
December 2005

<u>DEPARTMENT AND TITLE</u>	<u>BUDGETED POSITIONS</u>	<u>FILLED POSITIONS</u>
<u>ADMINISTRATION</u>		
Chief Executive Officer	1	1
Executive Assistant/Clerk of the Board	1	1
Administrative Services Manager	<u>1</u>	<u>1</u>
Department Subtotal	3	3
<u>ACCOUNTING</u>		
Chief Financial Officer	1	1
Controller	1	1
Principal Financial Analyst	1	1
Financial Analyst	1	1
Accountant	1	1
Payroll Coordinator	1	1
Revenue Account Coordinator	1	1
Senior Secretary	1	1
A/P Clerk	1	1
Transit Clerk	1	1
General Acct. Clerk	1	1
Coin Counter (Full-time)	1	1
Coin Counter (Part-time)	<u>1</u>	<u>1</u>
Department Subtotal	13	13
<u>HUMAN RESOURCES</u>		
Director of Human Resources	1	1
Risk Manager	1	1
Risk Management Specialist	1	1
Human Resources Specialist	1	1
Human Resources Assistant	1	1
Human Resources Clerk	<u>1</u>	<u>1</u>
Department Subtotal	6	6
<u>INFORMATION TECHNOLOGY</u>		
Director of Information Technologies	1	1
Systems Analyst	1	1
Information Technologies Technician	<u>1</u>	<u>1</u>
Department Subtotal	3	3
<u>MAINTENANCE</u>		
Director of Maintenance	1	1
Maintenance Manager	1	1
Maintenance Quality Control	1	1
Maintenance Supervisor	8	8
Maintenance Clerk	1	1
Electronic Technician	1	1
Mechanic	33	28
Tire Servicer	1	1
Servicer	<u>12</u>	<u>12</u>
Department Subtotal	59	54

<u>DEPARTMENT AND TITLE</u>	<u>BUDGETED POSITIONS</u>	<u>FILLED POSITIONS</u>
<b><u>MARKETING</u></b>		
Director of Marketing	1	1
Communications Specialist	1	1
Customer Service Specialist, Full-time	1	1
Customer Service Specialist, Part-time	1	1
Community Relations Specialist	1	0
Receptionist	1	1
Customer Information Supervisor	1	1
Customer Information Center Clerk, Full-time	1	0
Customer Information Center Clerk, On-call	<u>10</u>	<u>12</u>
Department Subtotal	18	18
<b><u>OPERATIONS</u></b>		
Chief Operating Officer	1	1
Operations Manager	2	2
Administrative Assistant	1	1
Training Manager	1	0
Operations Supervisor	13	14
Quality Control Analyst	1	1
Operations Analyst	1	1
Operations Specialist	1	0
Stops/Zones Groundskeeper	9	9
Route Scheduler	0	0
Transit Clerk	1	1
Coach Operator		
Full-Time	220	221
Part-Time	<u>5</u>	<u>0</u>
Department Subtotal	256	251
<b><u>PLANNING</u></b>		
Director of Planning	1	0
Senior Planner	1	1
Planning Analyst	<u>2</u>	<u>1</u>
Department Subtotal	4	2
<b><u>PURCHASING</u></b>		
Director of Purch. & Materials Mgmt.	1	1
Facilities/Materials Manager	1	1
Facilities Engineer (Project Manager)	1	0
Contracts Administrator	1	1
Buyer	2	1
Property Maintainer	1	1
Groundskeeper	1	1
Parts Clerk	<u>6</u>	<u>5</u>
Department Subtotal	14	11
<b>TOTALS</b>	<b>376</b>	<b>361</b>

TOTAL WORKFORCE AND UTILIZATION ANALYSIS

<u>POSITION CLASSIFICATION</u>	<u>TOTAL EMPLOYEES</u>	<u>% OF MINORITY EMPLOYEES</u>	<u>% OF FEMALE EMPLOYEES</u>	<u>2000 CENSUS</u>		<u>2000 CENSUS</u>	
				<u>AVAILABILITY</u>	<u>% MIN. % FEM.</u>	<u>UNDERUTILIZED</u>	<u>MIN. FEM.</u>
Officials/Managers	37	45.9	18.9	29.6	33.2	No	Yes
Professionals	12	41.7	58.3	35.0	63.6	No	Yes
Technicians	1	100.0	100.0	43.2	45.1	No	No
Administrative Support	37	64.9	73.0	46.7	81.7	No	Yes
Craftsmen & Kindred Workers	29	65.5	0.0	50.5	11.4	No	Yes
Operatives	221	66.5	43.9	67.3	25.6	Yes	No
Laborers	24	62.5	0.0	75.1	29.4	Yes	Yes

DISCIPLINARY ACTIONS

<u>DEPARTMENT</u>	<u>WARNINGS, COUNSELINGS &amp; WRITTEN REPRIMANDS</u>								<u>SUSPENSIONS</u>											
	<u>Male</u>				<u>Female</u>				<u>Male</u>				<u>Female</u>							
	<u>(</u>	<u>C</u>	<u>B</u>	<u>H</u>	<u>)</u>	<u>(</u>	<u>C</u>	<u>B</u>	<u>H</u>	<u>)</u>	<u>(</u>	<u>C</u>	<u>B</u>	<u>H</u>	<u>)</u>	<u>(</u>	<u>C</u>	<u>B</u>	<u>H</u>	<u>)</u>
Maintenance	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Operations	1	5	4	0	2	2	9	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTALS	(14)				(13)				(0)				(0)							

APPLICATION ANALYSIS

<u>POSITION TITLE</u>	<u>TOTAL APPLICANTS</u>	<u>%OF MINORITY APPLICANTS</u>	<u>% OF FEMALE APPLICANTS</u>
Buyer	4	75%	34%
Coach Operator	20	75%	40%
Project Manager	3	67%	0%
Customer Info Clerk	5	80%	80%
Planning Analyst	1	100%	100%
Servicer	6	83%	2%
Contracted Operations Specialist	8	75%	63%

**Personnel Activity**  
**Full-Time and Regular Part-Time:**

**December 2005**

Personnel Activity	All Employees			Minority Employees Male				Minority Employees Female				Total Minorities	
	Activity	Total	Male	Female	Black	Asian/Pac. Is.	Amer. Indian	Hispanic	Black	Asian/Pac. Is.	Amer. Indian	Hispanic	Total
New Hires	1	1		1									1
Promotions	0												0
Transfers	0												0
Demotions	0												0
Terminations	1	1		1									1
Resignations	2	1	1				1				1		2
Retirements	1		1										0

FOR FISCAL YEAR 07/01/05 THROUGH 06/30/06  
 FULL-TIME SEPARATIONS:

	<u>ADMINISTRATION</u>	<u>OTHER</u>
Terminations	5	3
Resignations	3	4
Retirements	1	4

FOR FISCAL YEAR 07/01/04 THROUGH 06/30/05  
 FULL-TIME SEPARATIONS:

	<u>ADMINISTRATION</u>	<u>OTHER</u>
Terminations	2	7
Resignations	6	18
Retirements	6	3