The Maryland-National Capital Park and Planning Commission



Personnel Management Review 2025

Prepared by: The Department of Human Resources and Management

April 2026

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
6611 Kenilworth Avenue • Riverdale, Maryland 20737

TO: Darryl Barnes, PMP, Chairman

Artie L. Harris Jr., Vice-Chair

FROM: William (Bill) Spencer, Acting Executive Director

SUBJECT: Personnel Management Review (PMR), Fiscal Year 2025

I am pleased to submit the Commission's 32nd edition of the Personnel Management Review (PMR) for the fiscal year 2025. This document is a valuable tool for both workforce planning and budget work sessions with the County Councils. The PMR is organized into the following sections:

- ***M-NCPPC Workforce Snapshot*** section provides information on all career and non-permanent employees including gender, race/ethnicity, employment category, age, workforce generations and distribution of employees by department.
- ***Career Workforce Highlights*** section provides an overview of key information about our career workforce including gender, full and part-time employees, race/ethnic identification, career workforce as compared to county workforce demographics, job category, age, length of service, union representation, and distribution of employees by department. Additionally, we have included details on our hires, promotions, average salary, and top-of-grade statistics, tuition assistance program usage, Communicate with Confidence program participation, medical health plan participation by provider, retirement plan participation, cost of living adjustment comparisons, and turnover information.
- ***Trends in Career Employee Lifecycle*** section examines tendencies in our workplace and how we compare to external sources.
- ***Non-Permanent Workforce Profile*** section presents demographics on seasonal/ intermittent, temporary, and term contract employees.
- ***Department and Bi-County Corporate Operations Demographics*** sections include career employee composition and length of service statistics. New for fiscal year 2025, we have added
- ***Appendix*** section includes a listing of race/ethnic identifications and job categories.

The PMR is available for internal review on inSite, and the public can access it on the Internet at www.mncppc.org. The Commission remains committed to delivering an informative report. We welcome your feedback! Please address comments/questions to Boni.King@mncppc.org or Honovi.Elwell@mncppc.org.

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Personnel Management Review Fiscal Year 2025

Employee Demographic Profile

THE COMMISSION

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Artie L. Harris Jr., Vice Chair

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Debra Borden, General Counsel
Gavin Cohen, Secretary-Treasurer

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James Hunt, Acting Prince George's County Planning Director
Darius Stanton, Prince George's County Parks and Recreation Director
Maria (Miti) Figueredo, Montgomery County Parks Director
Jason Sartori, Montgomery County Planning Director

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M-NCPPC Personnel Management Review Fiscal Year 2025

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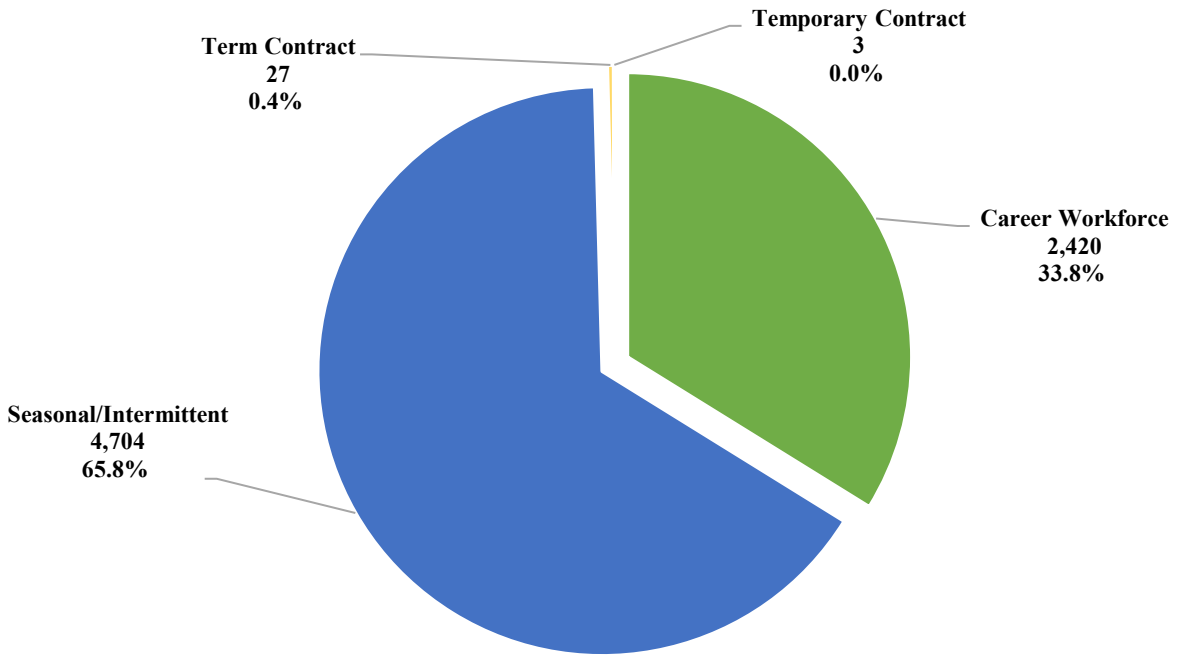
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M-NCPPC Workforce Snapshot

M-NCPPC Workforce Snapshot

M-NCPPC Workforce Snapshot



Total Employees: 7,154



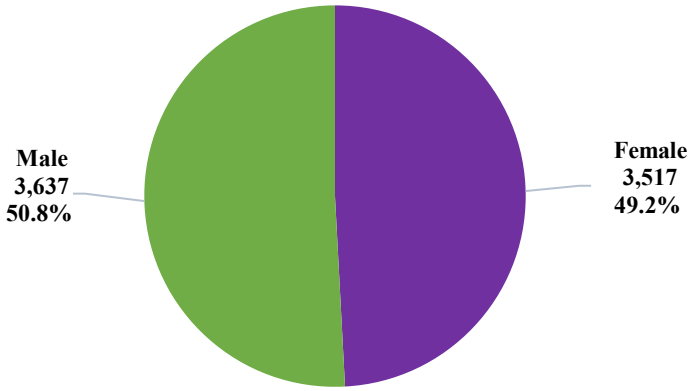
M-NCPPC Workforce Snapshot

The M-NCPPC Workforce Snapshot reflects the Agency's entire workforce, both career and non-permanent employees. Additional information concerning the Agency's career employees begins on page 7 and information concerning the Agency's non-permanent employees begins on page 41.

All data reported is based on employees, not positions.

- The gender composition of the entire workforce in Fiscal Year 2025 (FY25) was 3,517 female, 49.2% of the workforce and 3,637 male, 50.8% of the workforce.

Gender Composition



Distribution of All Employees by Department

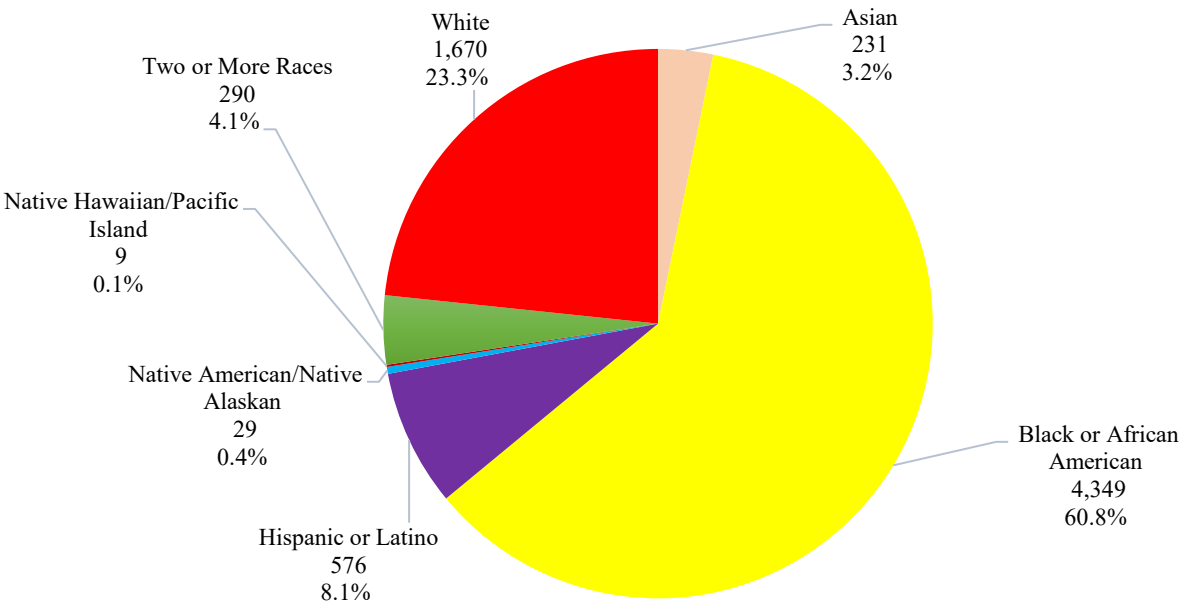
Department	Employees	Percentage
Bi-County Operations	181	2.5%
Montgomery County Commissioners' Office	4	0.1%
Montgomery County Planning	154	2.2%
Montgomery County Parks	1,263	17.7%
Prince George's County Commissioners' Office	12	0.2%
Prince George's County Planning	210	2.9%
Prince George's County Parks and Recreation	5,330	74.5%
M-NCPPC Employees Total	7,154	100.0%

Note: Career employee totals exclude 13 employees defined as: 10 Appointed Commissioners (5 in Montgomery County and 5 in Prince George's County) and 3 Merit Board Members

M-NCPPC Workforce Snapshot

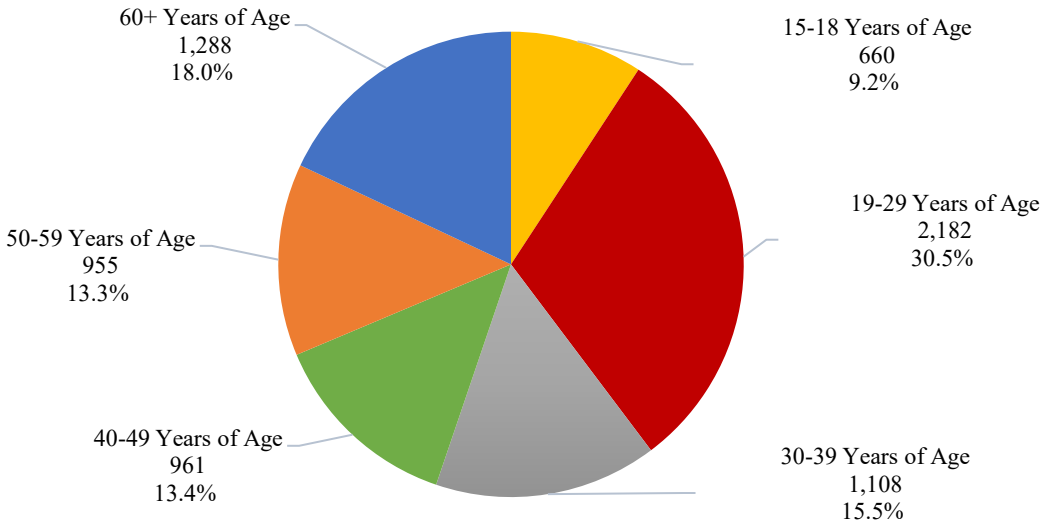
The racial/ethnic composition of the entire workforce of FY25 was as follows:

Racial/Ethnic Composition



The age composition of the entire workforce in FY25 was as follows:

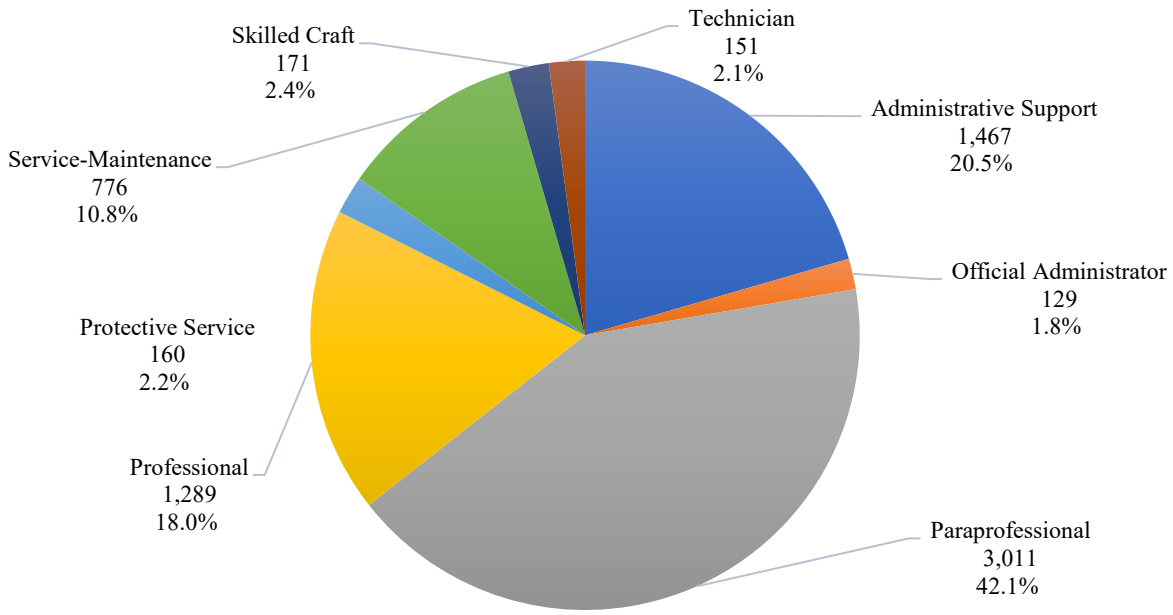
Distribution of All Employees by Age



M-NCPPC Workforce Snapshot

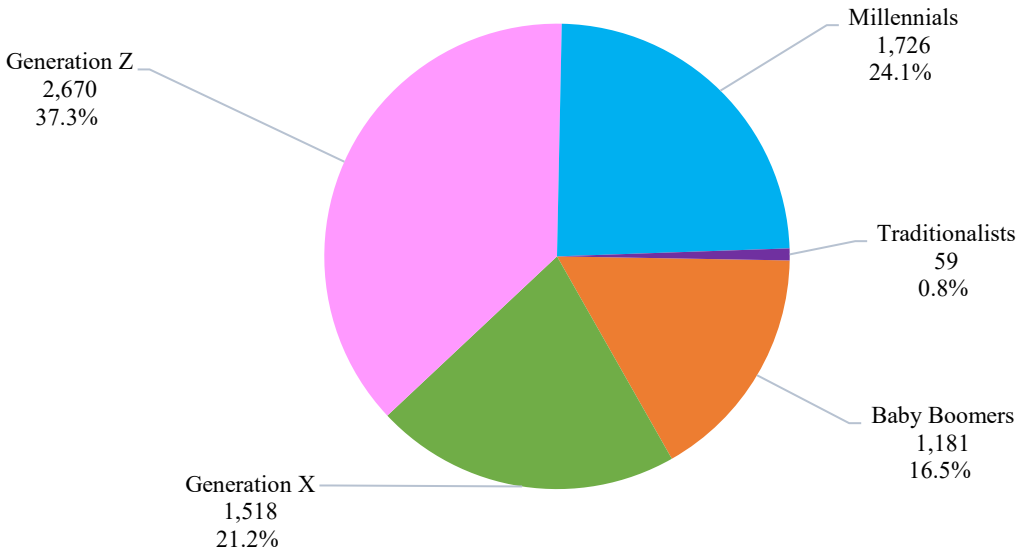
The EEO-4 Job Category composition of the entire workforce in FY25 was as follows:

EEO-4 Job Category of All Employees



The workforce generations represented in the workforce in FY25 were:

Workforce Generations



Total Employees: 7,154

Generation	Birth Year
Traditionalists	1900-1945
Baby Boomers	1946-1964
Generation X	1965-1980
Millennials	1981-1996
Generation Z	1997-2015

Generation Z represented the majority of the workforce.

There are eight EEO-4 Job Categories. These are listed below along with a sample of our job titles in each category (list is not exhaustive):

Administrative Support Category

- Administrative Assistant III
- Clerical/Inventory Supervisor
- Park Police Comm Technician
- Clerical/Inventory Technician

Official and Administrator Category

- Manager, Design & Construction
- Park Police Commander
- Parks/Recreation Programs Division Chief
- Regional Operations/Facilities Manager
- Special Program Management Coordinator
- Principal Counsel

Paraprofessional Category

- Administrative Specialist I
- Legal Assistant
- IT/Telecom Support Technician
- Corporate Payroll Specialist
- Publications Design Specialist

Professional Category

- Architect
- Corporate Applications Analyst
- Cultural Resources Planning Supervisor
- Engineer
- GIS Specialist
- Legislative Analyst

Protective Service Category

- Park Police Officer Candidate
- Park Police Officer Academy Graduate
- Park Police Officer II-Adv Entry
- Park Police Officer IV
- Park Ranger I

Service-Maintenance Category

- Golf Course Maintenance Program Leader
- Park/Facilities Maintenance Worker
- Tree Worker/Climber
- Park/Facilities Maintenance Leader
- Tree Worker/Climber Leader

Skilled Craft

- Automotive/Equipment Mechanic II
- Carpenter III
- Electrician II
- Locksmith
- Pool Mechanic III

Technician Category

- Design Technician II
- Horticultural Support Technician
- Planning Technician III
- Senior CADD/GIS Technician
- Corporate Accounting Technician II

Job titles for Seasonal/Intermittent employees differ from Career employees. Below is a sample list of Seasonal/Intermittent job titles, along with their EEO-4 Job Category: (list is not exhaustive)

Administrative Support

- PFA- Cashier
- PFMA- Customer Service
- PFMA - Front Desk

Paraprofessional Category

- SSI - Gymnastics Instructor
- PFMA - Manager on Duty
- Playground Manager/Camp Director

Professional Category

- Camp Health Supervisor
- Child Care Director- School Age

Service-Maintenance Category

- PFMA – Usher
- PFMA – Maintenance

PFA: Program Facility Aide

PFMA: Program Facility Management Aide

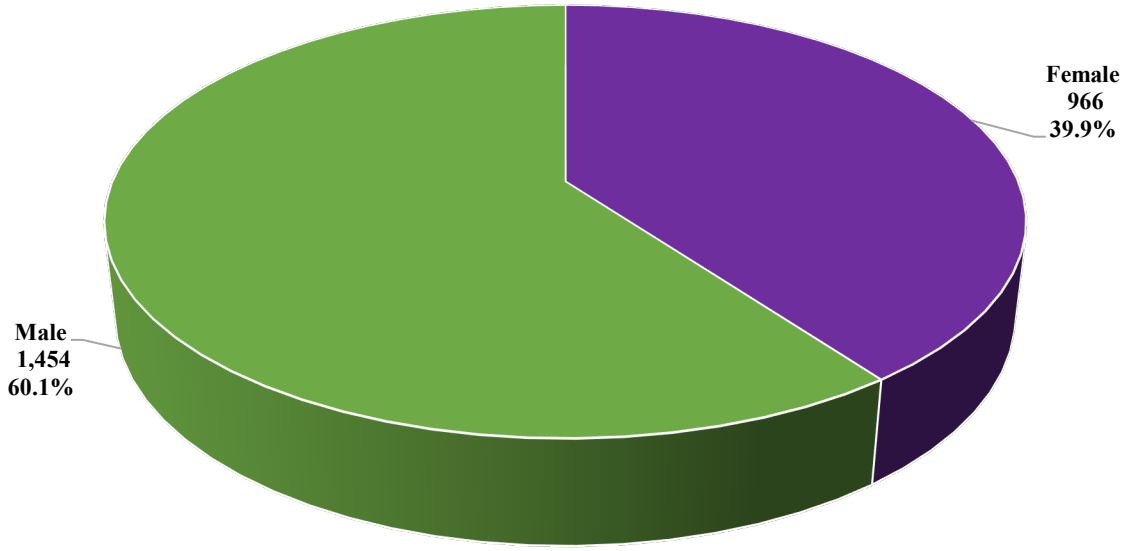
SSI: Specialty Services Instructor

Career Workforce Highlights

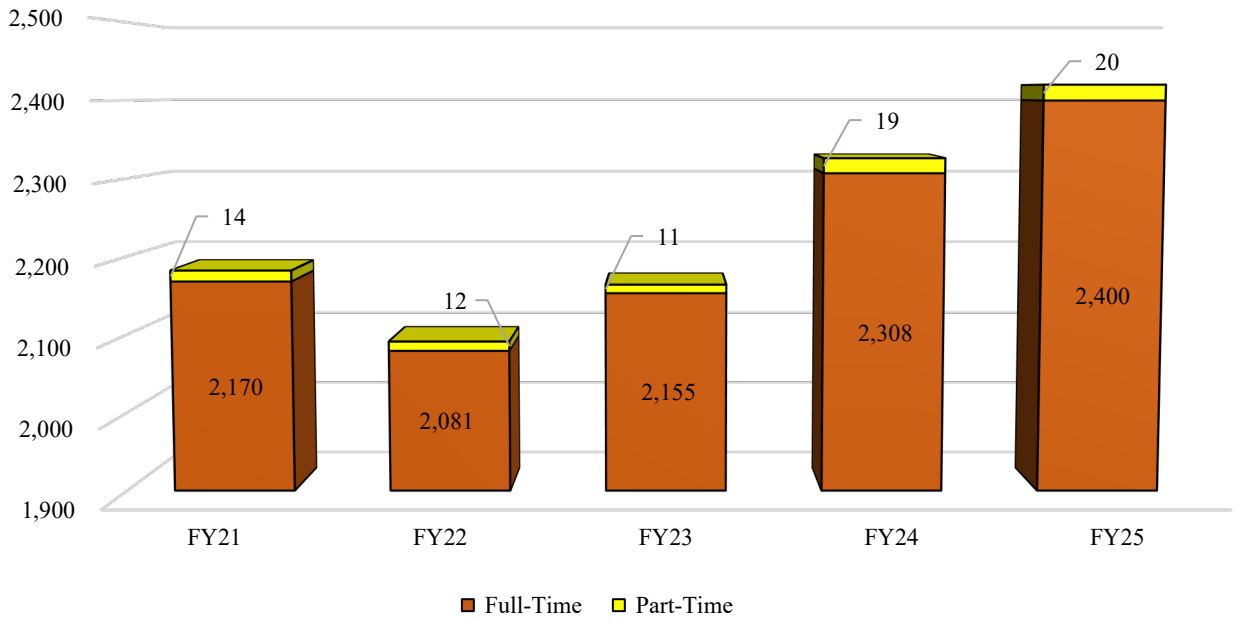
Career Workforce Highlights

Career Workforce Composition, Demographics, Separations, and Recruitment

Career Employees by Gender

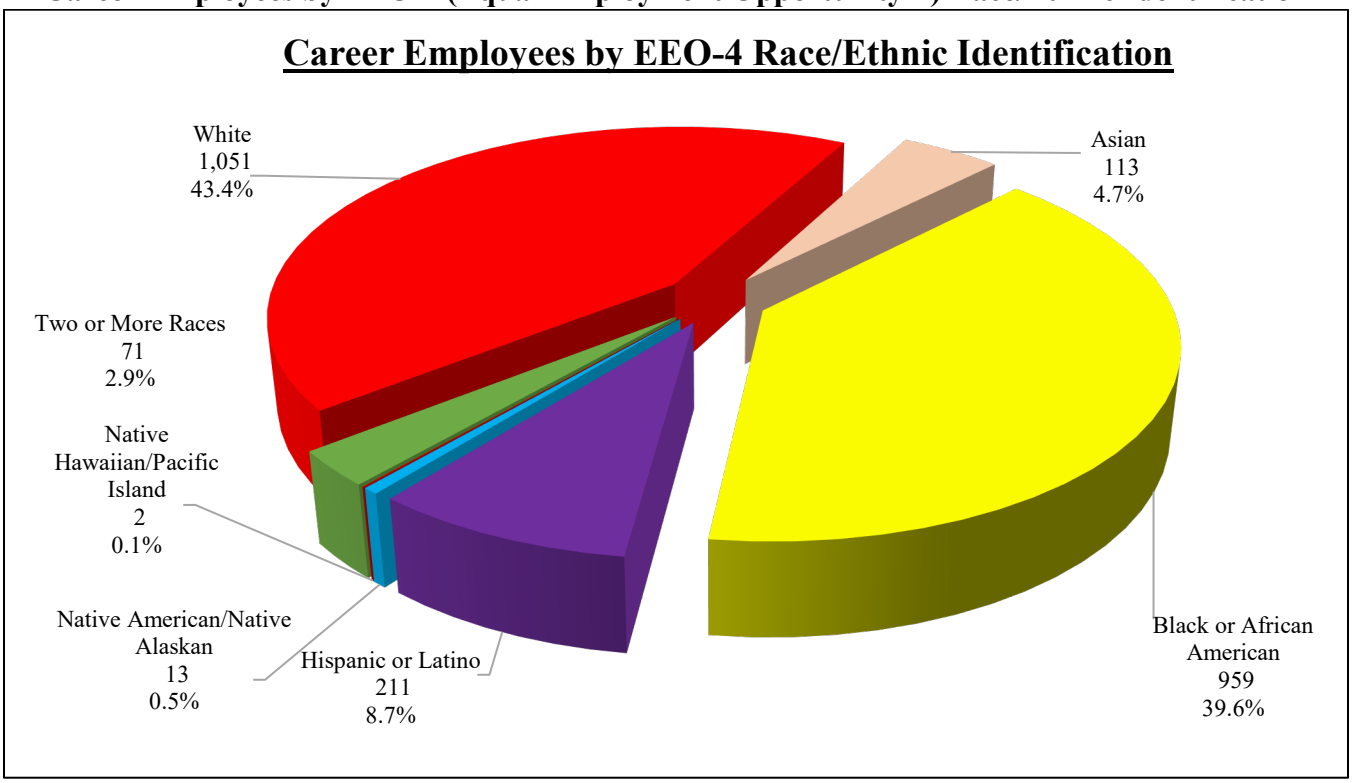


Full-Time and Part-Time Career Employees



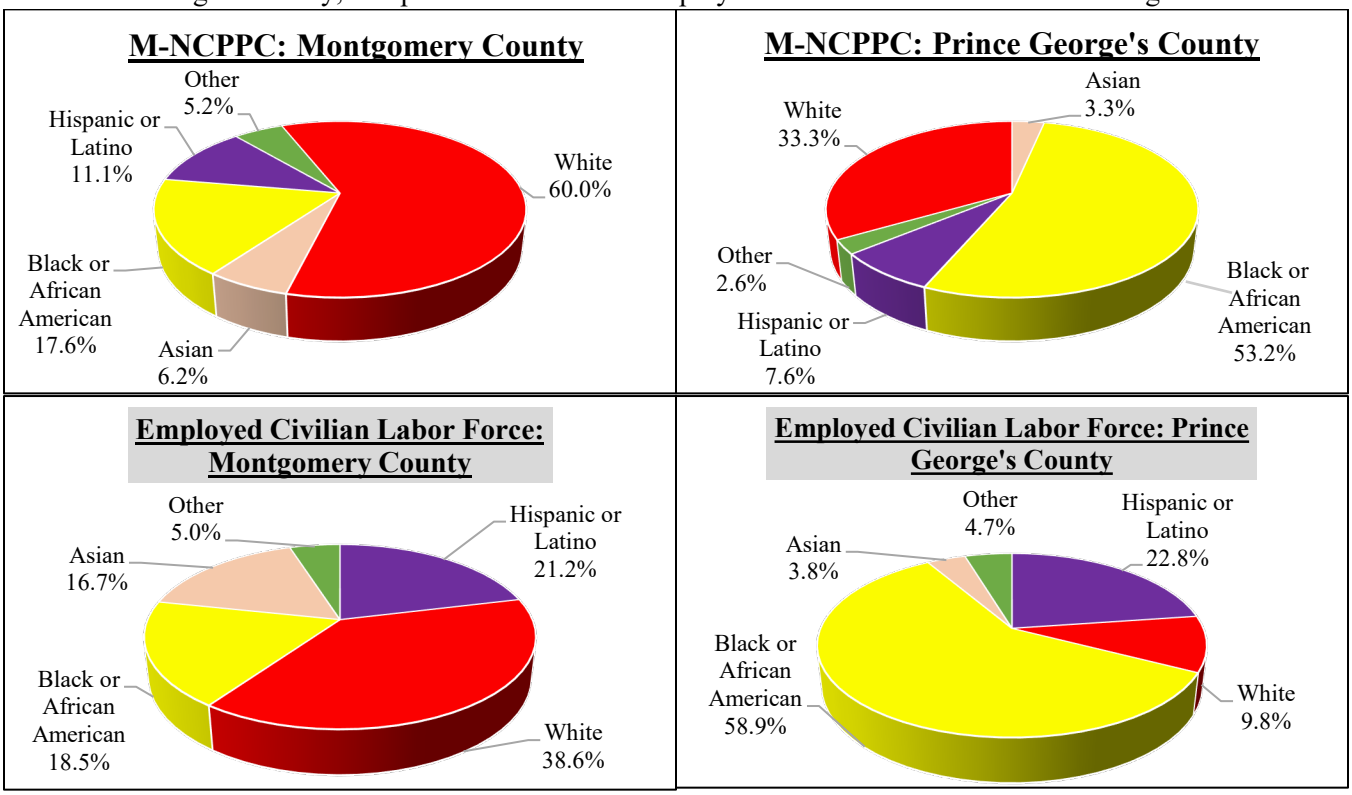
Fiscal Year	FY21	FY22	FY23	FY24	FY25
Full-Time	2,170	2,081	2,155	2,308	2,400
Part-Time	14	12	11	19	20
Total	2,184	2,093	2,166	2,327	2,420

Career Employees by EEO-4 (Equal Employment Opportunity-4) Race/Ethnic Identification



Total: 2,420

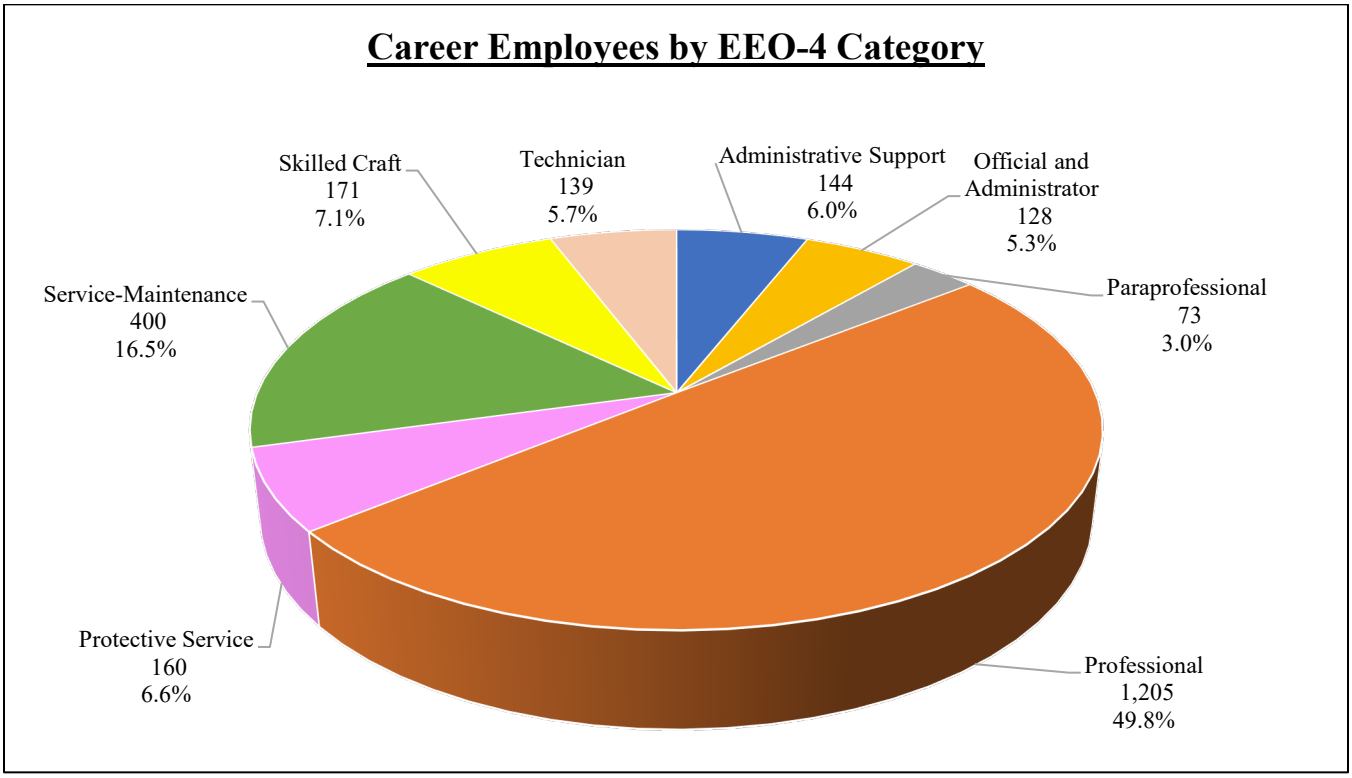
- The charts below reflect M-NCPPC career workforce distribution by race/ethnicity in Montgomery County and Prince George's County, compared to the broader employed civilian labor force within the region.



Source: 2024 American Community Survey 1-year estimates, Tables B01003, DP03, DP05, C23002H, C23002I, and analysis of PUMS data, U.S. Census Bureau; compiled by Research & Strategic Projects, Montgomery County Planning Department (12/04/25).

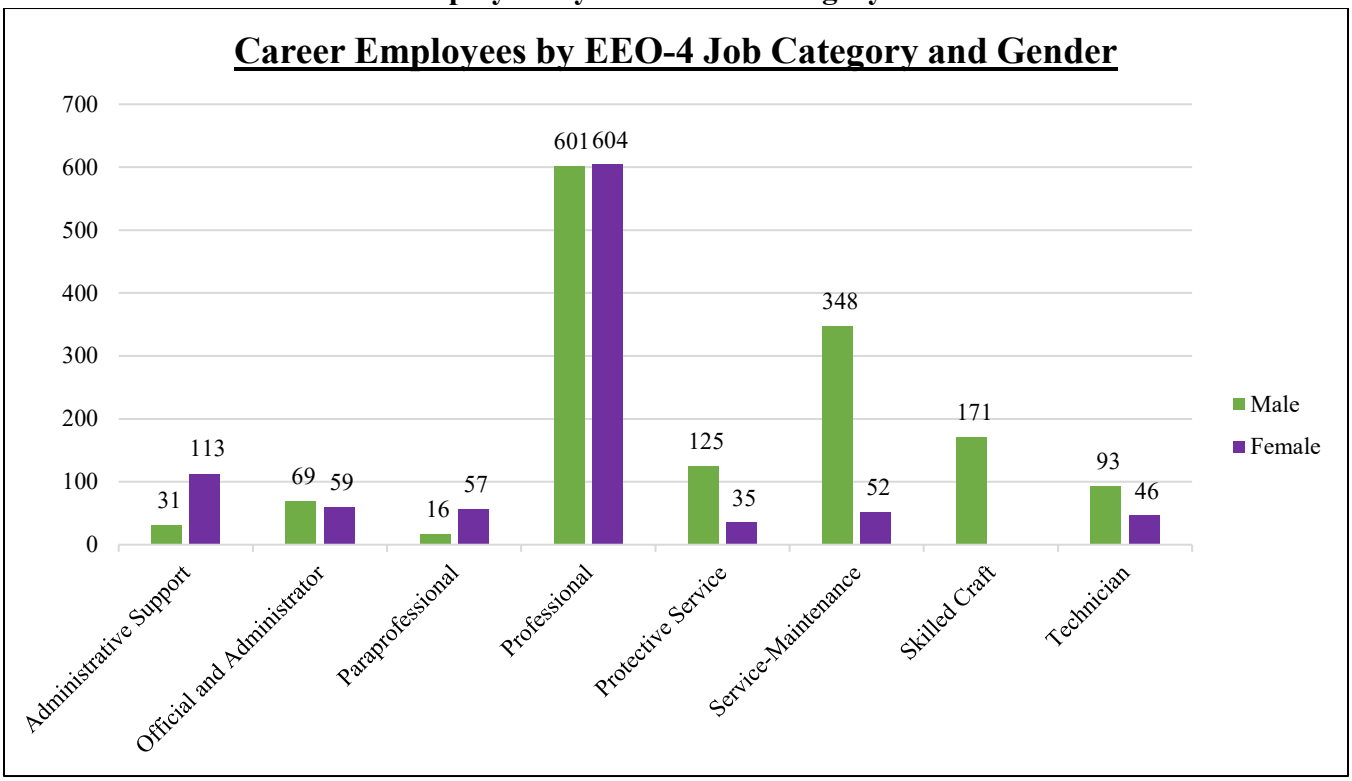
Career Employees by EEO-4 Job Category

- In FY25, the largest number and percentage of career employees at M-NCPPC were represented by the Professional category with 1,205, or 49.8% of the workforce, followed by the Service-Maintenance category with 400 employees, or 16.5% of the workforce.



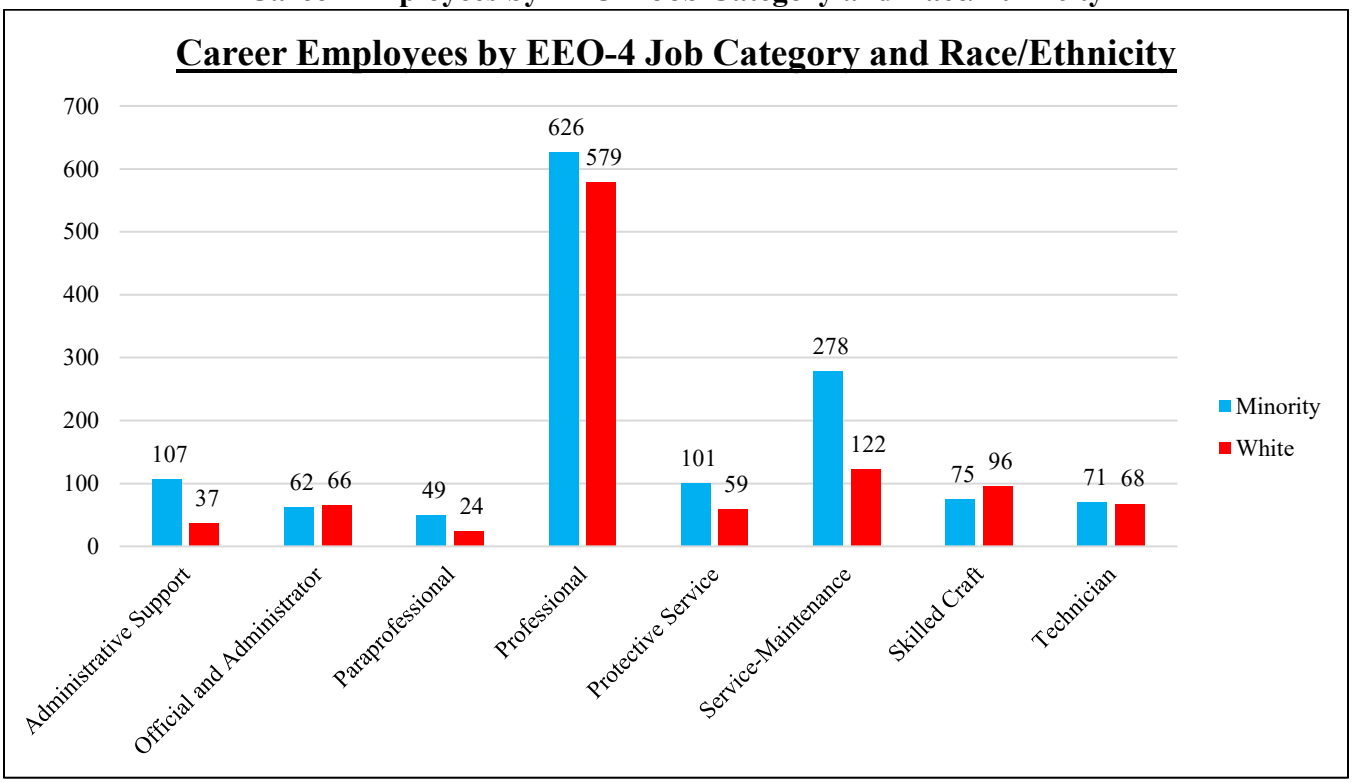
Total: 2,420

Career Employees by EEO-4 Job Category and Gender



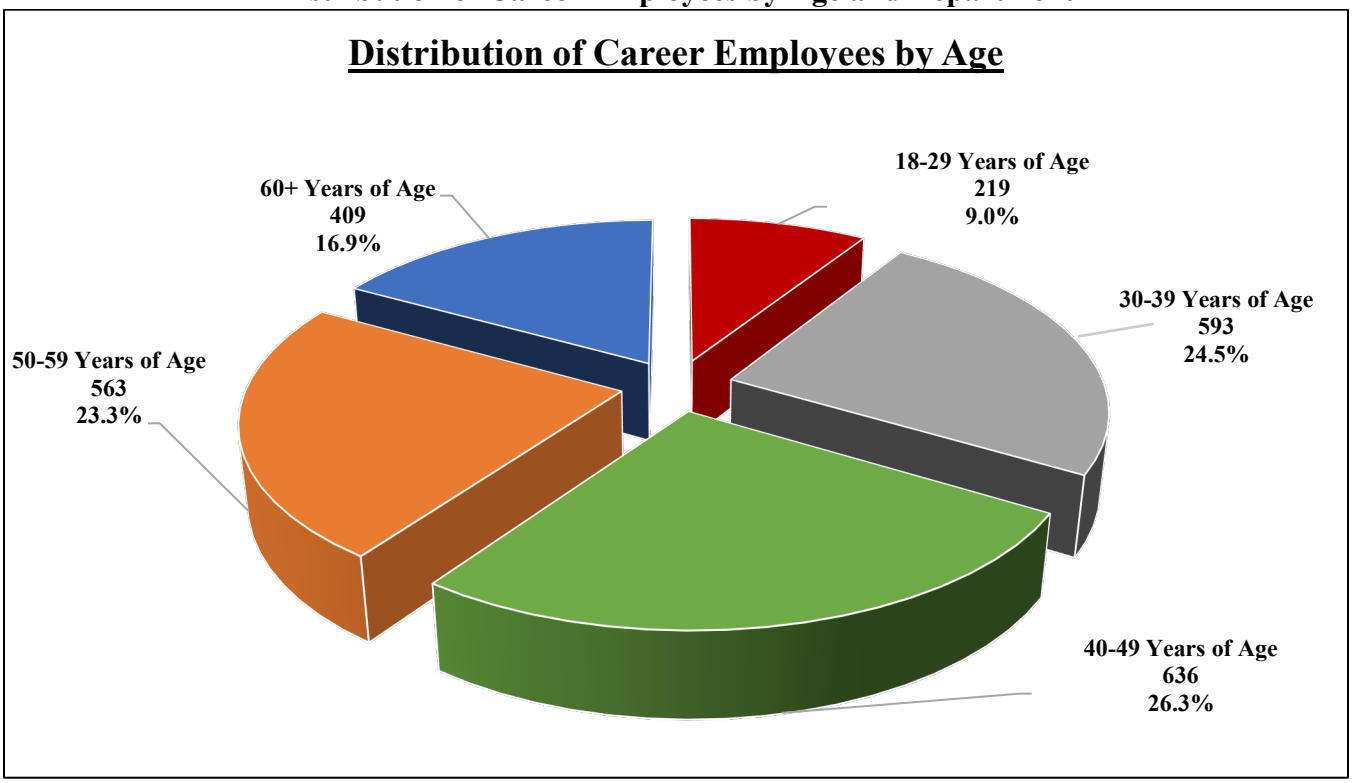
EEO-4 Job Category	Male	Female
Administrative Support	31	113
Official and Administrator	69	59
Paraprofessional	16	57
Professional	601	604
Protective Service	125	35
Service-Maintenance	348	52
Skilled Craft	171	0
Technician	93	46
Grand Total	**1,454**	**966**

Career Employees by EEO-4 Job Category and Race/Ethnicity



EEO-4 Job Category	Minority	White
Administrative Support	107	37
Official and Administrator	62	66
Paraprofessional	49	24
Professional	626	579
Protective Service	101	59
Service-Maintenance	278	122
Skilled Craft	75	96
Technician	71	68
Grand Total	**1,369**	**1,051**

Distribution of Career Employees by Age and Department

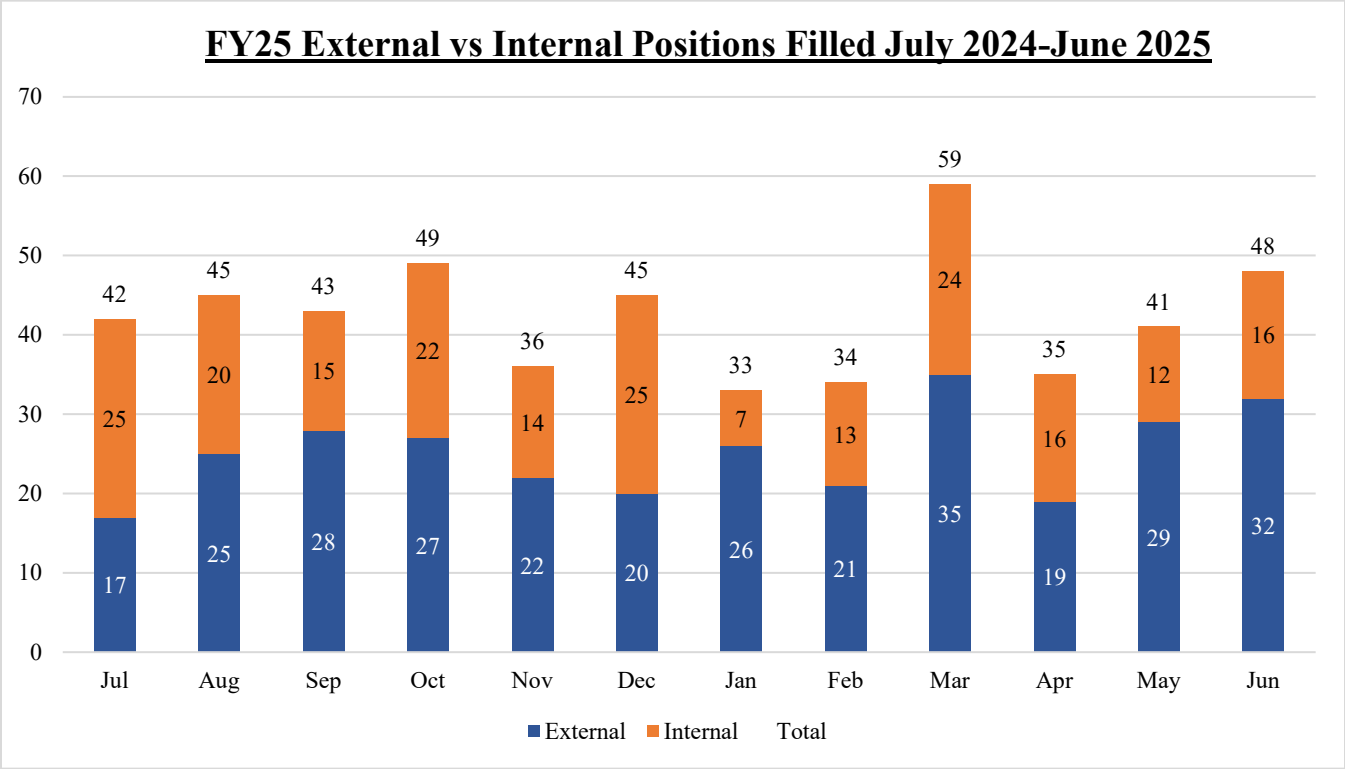


Distribution of Career Employees by Department

Department	Employees	Percentage
Bi-County Corporate Operations	164	6.8%
Montgomery County Commissioners' Office	3	0.1%
Montgomery County Planning	145	6.0%
Montgomery County Parks	761	31.4%
Prince George's County Commissioners' Office	9	0.4%
Prince George's County Planning	186	7.7%
Prince George's County Parks and Recreation	1,152	47.6%
M-NCPPC Career Employees Total	**2,420**	**100.0%**

Recruitment of Career Employees

In FY25, the Recruitment and Selection Services Division filled 510 career positions. Of these 510 positions, 301 were filled by external candidates and 209 were filled by internal candidates via promotion, demotion, or lateral assignment (these figures do not include positions filled through reclassification, appointment, or the Park Police rank promotional process).



	Positions Filled												
	July	August	September	October	November	December	January	February	March	April	May	June	Total
External	17	25	28	27	22	20	26	21	35	19	29	32	**301**
Internal	25	20	15	22	14	25	7	13	24	16	12	16	**209**
Total	**42**	**45**	**43**	**49**	**36**	**45**	**33**	**34**	**59**	**35**	**41**	**48**	**510**

The average salary for FY25 career new hires was $74,422 as compared to the FY24 average of career new hires of $76,377.

Employee Referral and (Sign-On) Bonus Program for External Hires Only

The employee referral and sign-on bonus programs were continued to assist departments in recruiting for vacant positions throughout the Commission. Seasonal/Intermittent positions were included and identified as “hard-to-fill” positions. The use of both employee referral and sign-on bonuses are at the discretion of the hiring department and subject to available funding.

Under the Employee Referral Bonus Program (Administrative Procedures 08-01), in FY25 employees received:

- Up to $1,000 for referring a candidate who was hired into a vacant Merit System position that was designated as “hard-to-fill”.
- Up to $100 for referring a candidate who was hired into a Seasonal/Intermittent position that was designated as “hard-to-fill”.
- The new employee must complete 30 days of service before the referral bonus was to be paid. Those above a certain grade (grade 32), responsible for recruitment, and within the line of supervision were ineligible to receive a referral bonus.

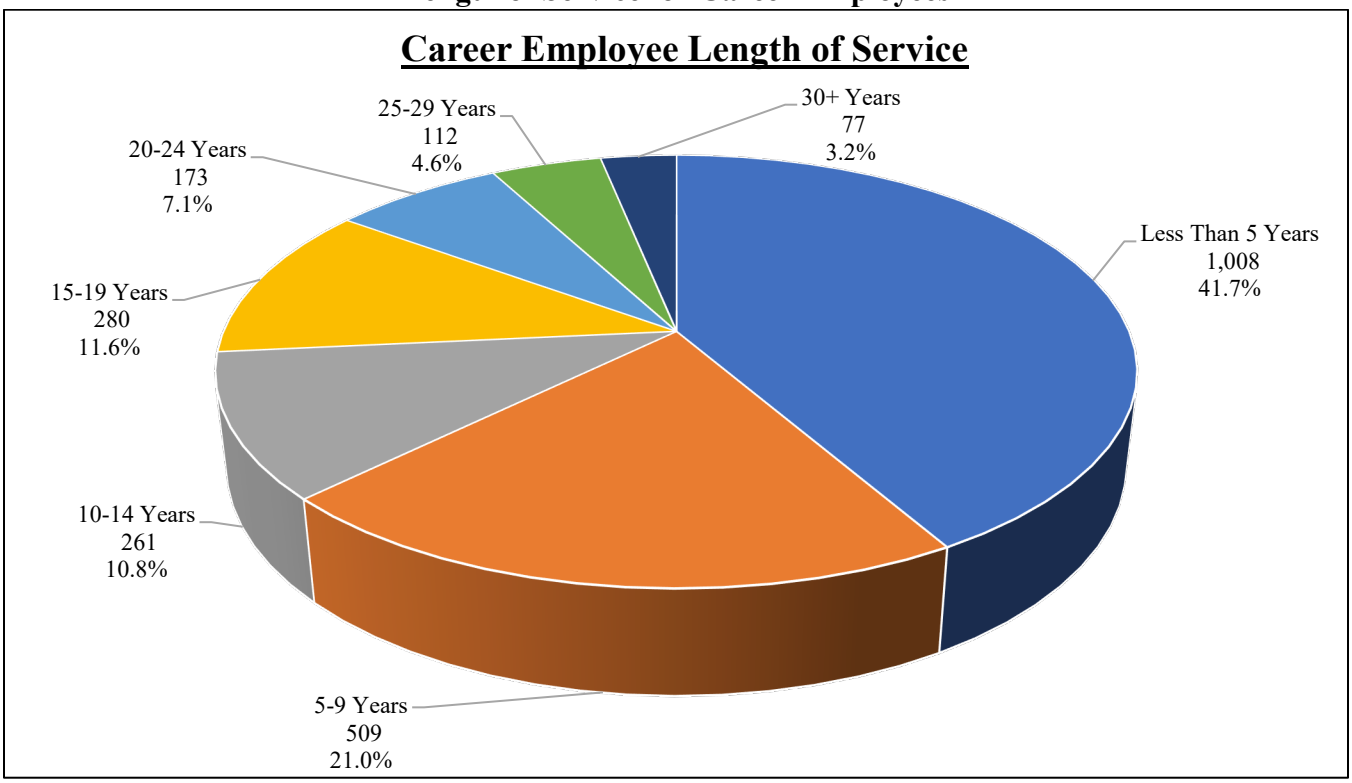
Under the Employment (Sign-on) Bonus Program (Administrative Procedures 08-02), in FY25 between July 1, 2024 to December 31, 2024, newly hired employees received:

- Up to $10,000 when hired into a vacant Merit System position designated as “hard-to-fill”.
- Up to $500 when hired into a vacant Seasonal/Intermittent position designated as “hard-to-fill”.

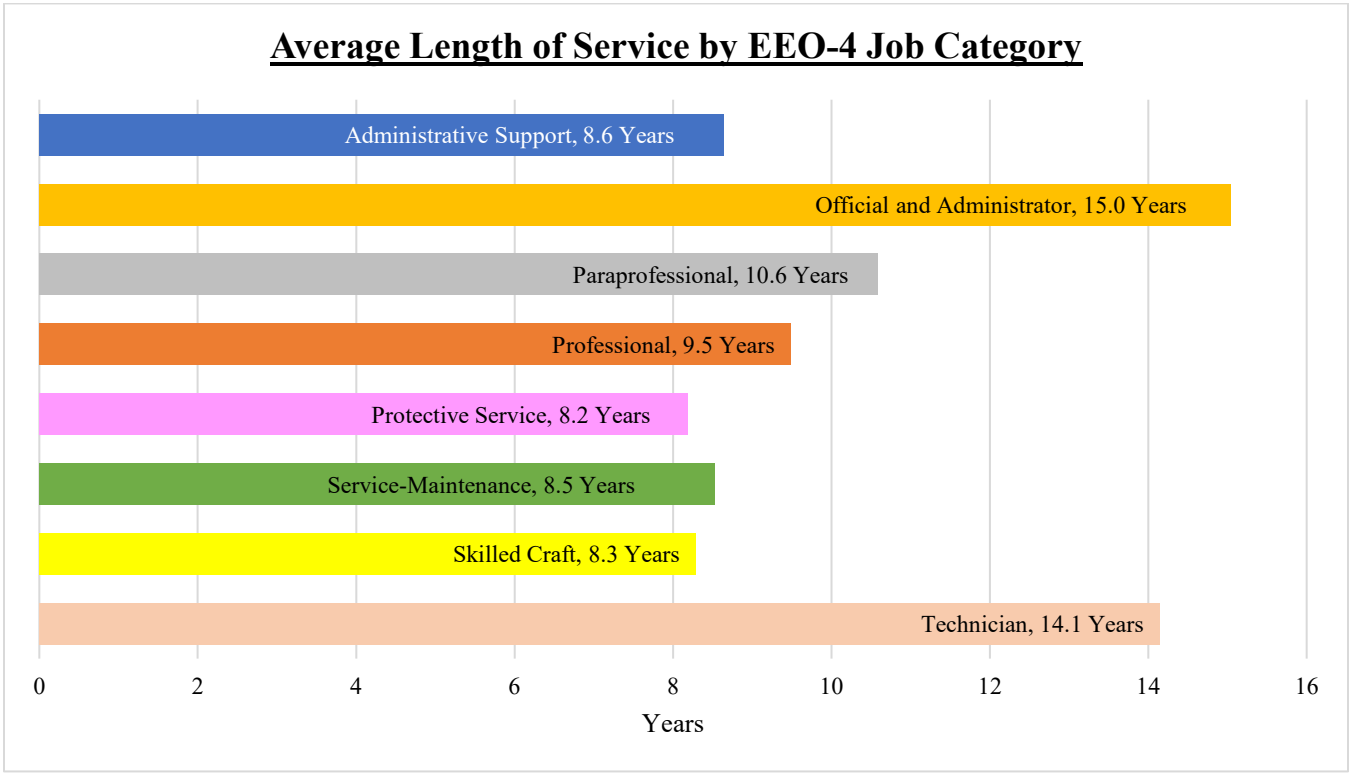
Effective January 1, 2025 to June 30, 2025, the Employment (Sign-On) Bonus Program received a reduction in the maximum sign-on bonus to **$7,500** for vacant Merit System positions. This reduction excluded Park Police positions, which remained at a maximum sign-on bonus of $10,000.

For Merit System Positions, the Employment Sign-On Bonus Program provided for a sum of money up to a maximum of $10,000 ($7,500 from January 1, 2025 to June 30, 2025), payable in two equal installments, to a new hire who filled an approved Merit System “hard-to-fill” position. The first installment (50% of the approved employment sign-on bonus amount) was paid to the new hire immediately following commencement of employment with the M-NCPPC. The remaining 50% of the employment sign-on bonus was to be paid at the time that the new hire successfully completed one (1) year of employment with the M-NCPPC. For non-permanent positions, the bonus was paid no sooner than after 30 days of employment, in one or more installments, as determined by the hiring department.

Length of Service for Career Employees



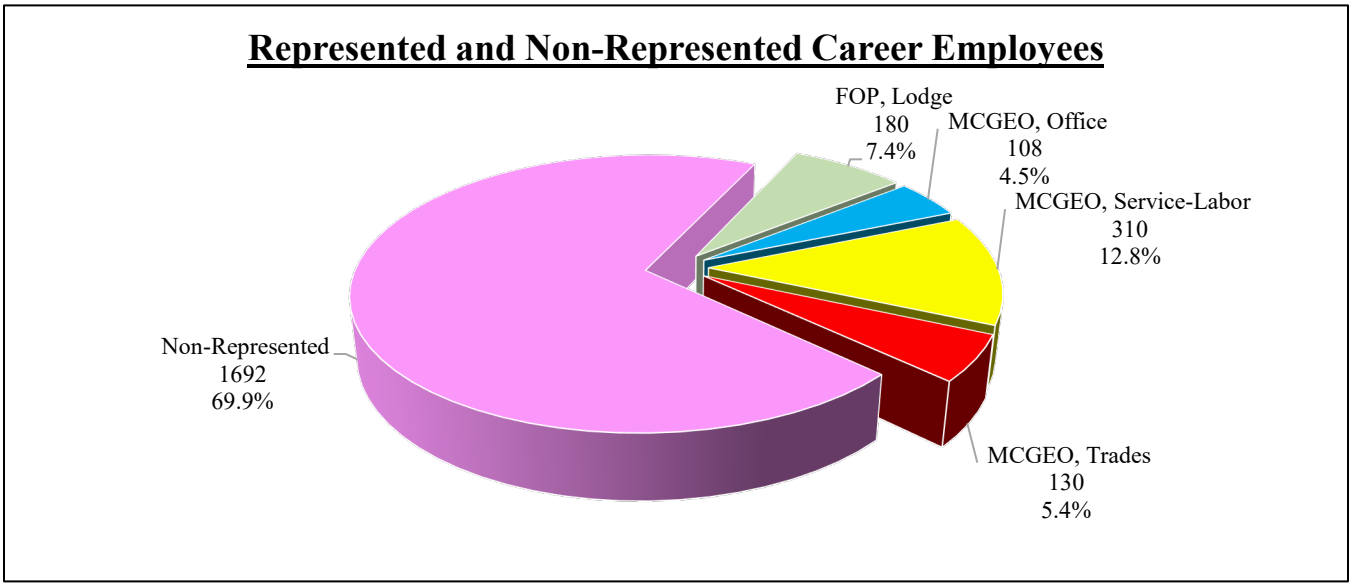
The average length of service for females was 9.5 years and for males was 9.8 years.



Collective Bargaining

In FY25, 30.0% of the Commission's career workforce was represented by a union.

Union	Number of Members FY25	Percentage of Career Employees
United Food and Commercial Workers Union, Local 1994/Municipal and County Government Workers Union (MCGEO) representing office, service-labor and trade positions.	548	22.6%
Fraternal Order of Police, Lodge #30 (FOP) representing police ranked sergeant and below	180	7.4%



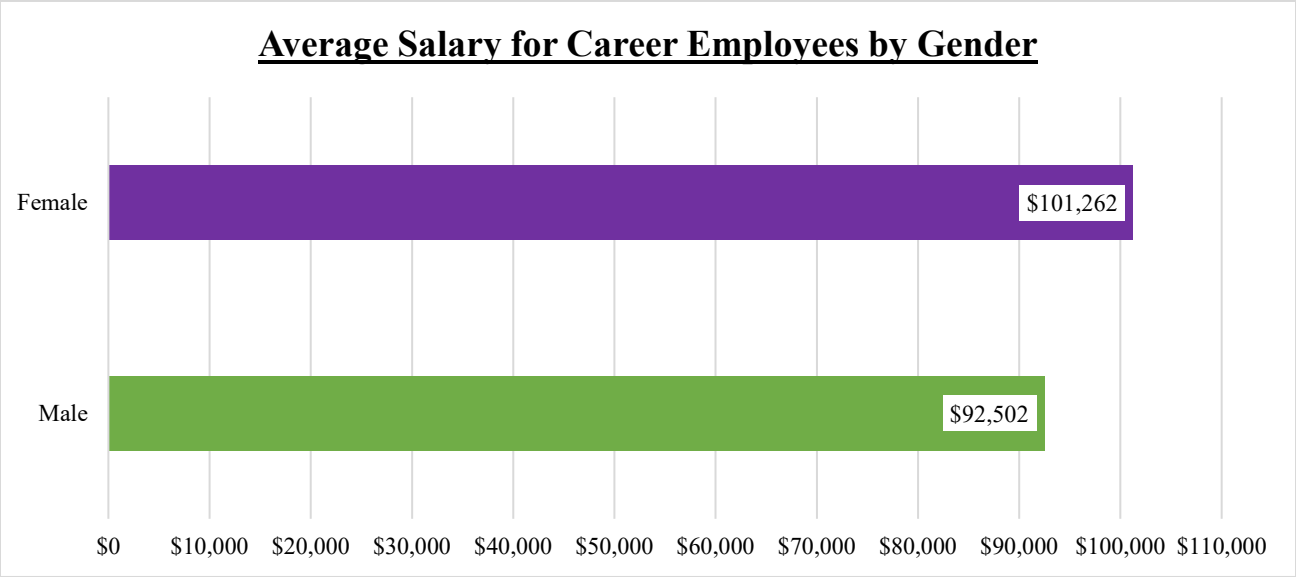
According to the Bureau of Labor Statistics (BLS), 13.4% of employed workers in Maryland were in positions represented by unions. Additionally, BLS reports that 31.4% of state government workers are unionized. The higher numbers for union membership attributed to local government workers are the result of heavily unionized occupations such as teachers, police officers, and firefighters.

Source: U.S. Department of Labor Bureau of Labor Statistics, News Release, Table 3. "Union affiliation of employed wage and salary workers by occupation and industry, 2023-2024 annual averages" and Table 5 "Union affiliation of employed wage and salary workers by state, 2023-2024 annual averages" [1].

[1]Union membership data for 2024-2025 by the Bureau of Labor Statistics had not been published at the time of distribution.

Compensation

- M-NCPPC compensates and rewards its employees utilizing either pay ranges or step pay schedules.
    - There are five separate pay range schedules for career employees, 2 for non-represented employees (General Service and Command Staff), and 3 for represented employees (Service-Labor, Office, and Trades). Each range consists of a minimum, midpoint, and maximum salary. Schedules for represented employees also have a longevity increment.
    - A step pay schedule is utilized to compensate employees in the FOP Bargaining Unit. This pay schedule includes three additional increments for longevity.
- The average salary for all career employees (full-time and part-time) was $95,998. Part-Time employees' salaries were annualized.
  The average salary for male employees was $92,502; for female employees was $101,262.



For career employee annual salary distribution by demographics and job categories, see pages 19-20.

Administrative Support

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	$72,120	$67,144	$70,304	N/A	$59,708	$76.044
Male	N/A	$76,735	$78,462	$74,854	N/A	$64,098	$71,984

Average Salary Administrative Support $73,063
Average Administrative Support New Hire Salary $67,226

Official and Administrator

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	$184,869	$177,161	$225,820	$173,420	N/A	N/A	$167,437
Male	$148,233	$178,776	$157,677	$171,377	N/A	$186,661	$175,302

Average Salary Official and Administrator $174,635
Average Official and Administrator New Hire Salary $159,203

Paraprofessional

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	$85,338	$81,612	$87,362	N/A	$67,659	$91,785
Male	N/A	$91,541	$66,701	N/A	N/A	N/A	$89,359

Average Salary Paraprofessional $86,796
Average Paraprofessional New Hire Salary $81,062

Professional

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	$89,818	$102,696	$103,049	$111,909	$94,378	$103,019	$109,331
Male	$92,734	$101,721	$102,869	$115,751	N/A	$94,533	$110,955

Average Salary Professional $106,630
Average Salary Professional New Hire Salary $87,105

Protective Service

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	$77,272	$105,404	$88,011	N/A	$70,530	$92,972
Male	N/A	$83,072	$87,186	$103,403	N/A	$74,646	$101,807

Average Salary Protective Service $89,707
Average Protective Service New Hire Salary $66,445

Service-Maintenance

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	$55,559	$58,264	N/A	N/A	N/A	$60,527
Male	$53,095	$58,529	$57,265	$72,612	N/A	$48,276	$60,474

Average Salary Service-Maintenance $58,595
Average Service-Maintenance New Hire Salary $49,065

Skilled Craft

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Male	$107,768	$72,653	$73,778	$80,755	$76,960	$72,911	$84,029

Average Salary Skilled Craft	$79,688
Average Skilled Craft New Hire Salary	$68,693

Technician

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	N/A	$87,395	$102,827	$84,999	N/A	$113,643	$93,619
Male	$114,047	$96,271	$64,119	$116,540	N/A	$102,025	$96,559

Average Salary Technician	$94,959
Average Technician New Hire Salary	$78,167

(All)

Gender	Native American/Native Alaskan	Black or African American	Hispanic or Latino	Asian	Native Hawaiian/Pacific Island	Two or More Races	White
Female	$137,344	$96,887	$91,026	$108,697	$94,378	$94,678	$106,914
Male	$86,669	$87,708	$74,119	$108,864	$76,960	$77,333	$100,134

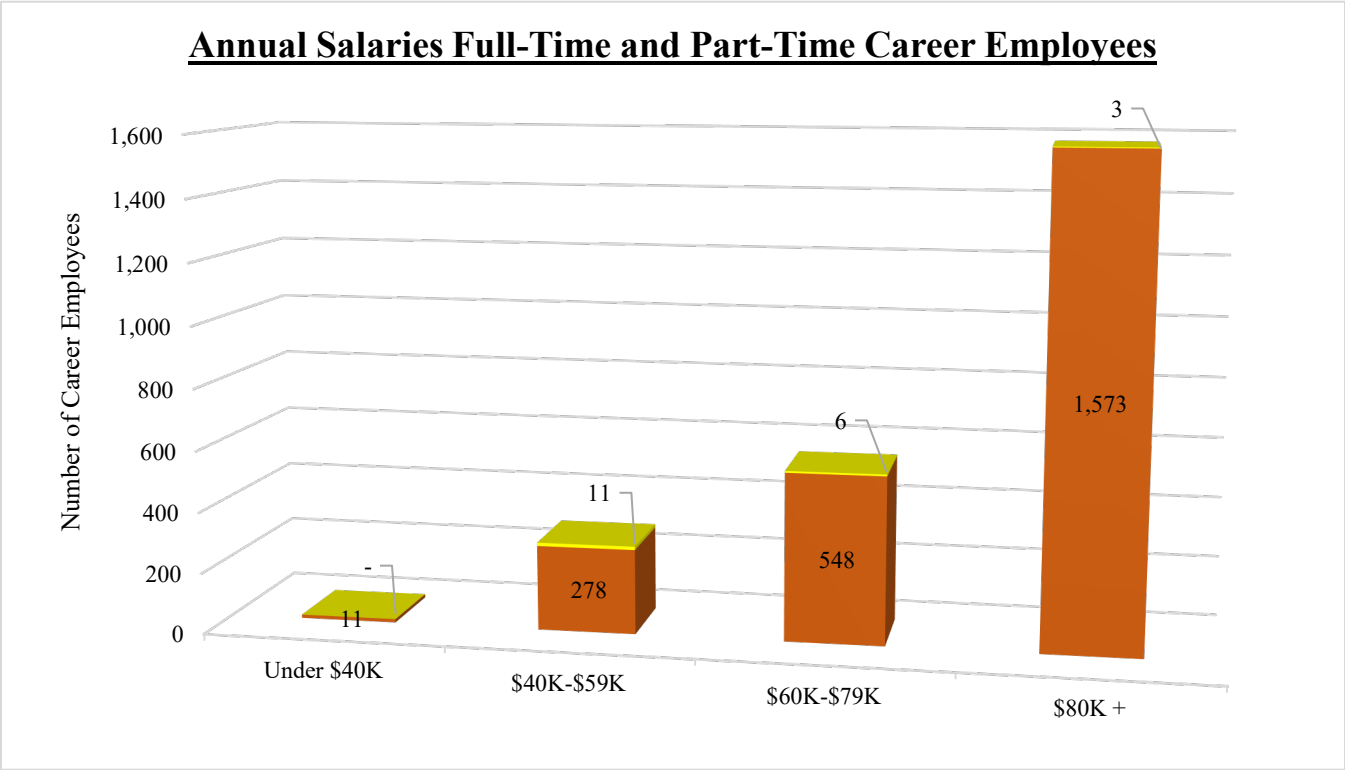
Average Salary	$95,998
Average New Hire Salary	$74,422

Commission Career Average Salary (includes full-time and part-time annualized salaries): $95,998.

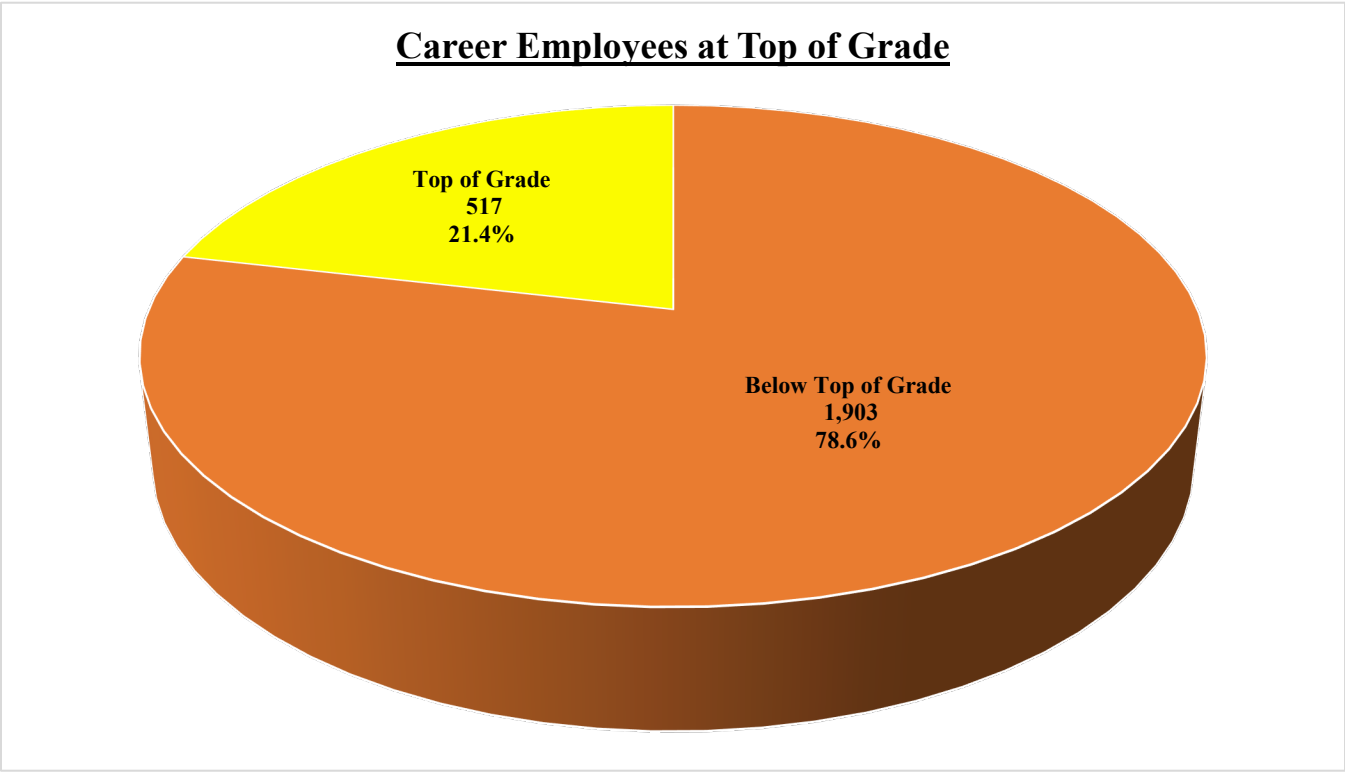
The greatest number of employees were in the Professional EEO Job Category. The Official and Administrator and Professional Categories had the highest average annual salaries.

New hires are defined as employees who, at the end of the fiscal year, have been employed by the Commission for less than one year.

Annual Salary Ranges and Career Employees at Top of Grade



Salary Range	Part-Time (annualized)	Full-Time
Under $40,000	0	11
$40,000 to $59,000	11	278
$60,000 to $79,000	6	548
Over $80,000	3	1,573



Total: 2,420

COLA, Merit Increase, and Lump Sum

FY25 COLA, Merit Increase, Lump Sum, and Pay Schedule Adjustments

Non-Represented Employees and **MCGEO-Represented** Employees received a 3.5% Cost of Living Adjustment (COLA) effective July 4, 2024. As the result of the COLA, the salary ranges of pay schedules also increased.

Career non-represented and career MCGEO-represented employees **who were not at top-of-grade** at the end of FY25 (06/30/2025), remained in the same employment category, and met the requirements received a 3.5% merit increase or anniversary pay increment at the time of their FY25 anniversary.

Career non-represented and career MCGEO-represented employees **who reached top-of-grade** by the end of FY25 (06/30/2025) and remained in the same employment category, received a 0.5% (half percent) lump sum payment in lieu of an anniversary (merit) pay increment.

MCGEO-represented employees were eligible to receive a longevity increase of 3.25% in FY25 if they had reached and remained at the top of the grade for at least one year, had attained an overall satisfactory annual performance rating on their most recent performance evaluation, and had completed 17 years of service (beginning of year 18).

Employees represented by the **Fraternal Order of Police** (FOP) received a merit pay increment (step increase) of up to 3.5% effective the first pay period after an employee's anniversary date. On July 7, 2024 a 2.5% COLA was awarded.

FOP employees were eligible to receive an Additional Service Increment (ASI) for FY25 if they had reached the top of grade the previous year, met the requirements for years of service, and received a "good" or better on his/her most recent annual performance evaluation.

Comparison of Cost-of-Living Adjustments FY15 - FY25

(Percent of Increase)

Fiscal Year	M-NCPPC			MONTGOMERY COUNTY GOVERNMENT			PRINCE GEORGE'S COUNTY GOVERNMENT		
	Park Police FOP	Ser/Labor Trades Office (MCGEO)	Non-Rep Employees	Police (FOP)	OPT & SLT (MCGEO)	Non-Rep Employees	Police (FOP)	Ser/Labor Trades Office (AFSCME)++	Non-Rep Employees
2015	1.75% (a)	2.00% (b)	2.00% (c) (d)	2.10% (e)	3.25% (f)	3.25% (f)	0.00%	0.00%	0.00%
2016	1.75% (g)	1.75% (h)	1.75% (h)	2.00% (i)	2.00% (i)	2.00% (i)	0.00% (j)	0.00%	0.00%
2017	0.50% (k)	1.75% (l)	1.75% (l)	1.00% (m)	1.00% (m)	1.00% (m)	0.00%	3.00% (n)	3.00% (n)
2018	1.50% (o)	1.50% (p)	1.50% (p)	2.00% (q)	2.00% (r)	2.00% (s)	0.00%	1.00% (t)	1.00% (t)
2019	1.50% (u)	1.50% (v)	1.50% (v)	2.00% (w)	2.00% (x)	2.00% (x)	0.00%	2.00% (x)	2.00% (x)
2020	1.00% (z)	1.50% (aa)	1.50% (aa)	0.00%	2.25% (ab)	2.25% (ab)	1.50% (ac)	1.50% (ad)	1.50% (ae)
2021	0.75% (af)	0.00%	0.00%	1.50% (ag)	1.50% (ag)	1.50% (ag)	0.00%	0.00%	0.00%
2022	0.00%	0.00%	0.00%	2.50% (ah)	$1,684 (ai)	$1,684 (ai)	0.00%	0.00%	0.00%
2023	6.00% (aj)	3.50% (ak)	3.50% (al)	6.50% (am)	$4,333 (an)	$4,333 (an)	0.00%	3.00% (ao)	3.00% (ao)
2024	5.50% (ap)	5.00% (aq)	5.00% (aq)	7.00% (ar)	6.00% (as)	6.00% (as)	5.00% (at)	3.00% (au)	3.00% (au)
2025	2.50% (av)	3.50% (aw)	3.50% (aw)	3.50% (ax)	4.50% (ay)	4.50% (ay)	2.75% (az)	5.00% (ba)	2.00% (bc)
Cumulative Impact on Salary (10 years)	22.75%	22.00%	22.00%	30.10%	24.50% Plus $6,017	24.5% Plus $6,017	9.25%	18.50%	15.50%

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

(a) FY15 COLA 1.75% effective 9/14/14
(b) FY15 COLA 2.0% effective 9/14/14, plus 0.5% lump sum for emps not at top of grade or 1.0% lump sum for those at top of grade
(c) FY15 COLA 2.0% effective 7/14/14, plus 0.5% lump sum for emps not at top of grade or 1.0% lump sum for those at top of grade
(d) FY15 1.0% lump sum of base pay for emps at top of grade and 0.5% of base pay for emps who receive a merit increase, eff 7/6/14
(e) FY15 GWA 2.10% effective first full pay period after 7/1/2014
(f) FY15 GWA 3.25% effective first full pay period in September 2014 or 9/7/2014
(g) FY16 COLA 1.75% effective first full pay period following 7/1/2015
(h) FY16 COLA 1.75% effective first full pay period following 9/1/2015
(i) FY16 GWA 2.0% effective the first full pay period after July 1, 2015
(j) FY16 COLA Arbitration award and general revenue threshold not reached per PFM.
(k) FY17 COLA 0.5% the first full pay period following July 1, 2016
(l) FY17 COLA 1.75% effective the first full pay period following September 1, 2016
(m) FY17 GWA 0.5% effective the first full pay period after July 1, 2016 plus 0.5% effective first full pay period after January 1, 2017
(n) FY17 COLA 3.0% effective the first full pay period following January 1, 2018
(o) FY18 COLA 1.5% effective the first full pay period following July 1, 2017
(p) FY18 COLA 1.5% effective the first full pay period following August 1, 2017
(q) FY18 GWA 2.0% effective first full pay period following July 1, 2017
(r) FY18 GWA 2.0% effective first full pay period following August 1, 2017
(s) FY18 GWA 2.0% effective the first full pay period after October 1, 2017
(t) FY18 COLA 1.0% effective January 7, 2018
(u) FY19 COLA 1.5% effective 7/1/2018
(v) FY19 COLA 1.5% effective the first full pay period following October 1, 2018
(w) FY19 GWA 2.0% effective the first full pay period after July 1, 2018
(x) FY19 GWA 2.0% effective December 9, 2018
(y) FY19 COLA 2.0% effective the fist full pay period in January 2019
(z) FY20 COLA 1.0% effective the first full pay period following July 1, 2019
(aa) FY20 COLA 1.5% effective the first full pay period following July 1, 2019
(ab) FY20 GWA 2.25% effective December 8, 2019
(ac) FY20 COLA 1.5% effective first full period after March 1, 2020
(ad) FY20 COLA 1.5% effective the fist full pay period in January 2020
(ae) FY20 COLA 1.5% effective January 5, 2020
(af) FY21 COLA 0.75% effective the first full pay period following November 1, 2020
(ag) FY21 GWA 1.5% effective June, 20 2021
(ah) FY22 GWA 2.5% effective first full pay period after January 1, 2022
(ai) FY22 GWA was approved as a flat amount of $1,684 per employee
(aj) FY23 COLA 5.0% effective the final full pay period of FY 2023 (6/11/23)
(ak) FY23 COLA 3.5% effective the first full pay period on or after September 1, 2022 (9/4/22)
(al) FY23 COLA 3.5% effective the last full pay period of June 2023
(am) FY23 GWA 3.5% effective July 3, 2022 and 3.0% effective January 1, 2023
(an) FY23 GWA $4,333 paid the last pay period of June 2023
(ao) FY23 COLA 3.0% effective the first full pay period in January 2023
(ap) FY24 COLA 5.5% effective the pay period beginning January 7, 2024
(aq) FY24 COLA 2.5% effective 9/3/2023 plus 2.5% effective 1/7/2024
(ar) FY24 GWA 4.0% effective July 2, 2023 and 3.0% effective January 14, 2024
(as) FY24 GWA 3.0% effective Janaury 14, 2024 and 3% effective June 16, 2024
(at) FY24 COLA 5.0% effective the first full pay period after March 1, 2024
(au) FY24 COLA 3.0% effective the first full pay period in January 2024
(av) FY25 COLA 2.5% effective July 7, 2024
(aw) FY25 COLA 3.5% effective effective the first full pay period after July 1, 2024
(ax) FY25 GWA 3.5% paid in July 2024
(ay) FY25 GWA 4.5% paid in November 2024
(az) FY25 COLA 2.75% effective April 6, 2025
(ba) FY25 COLA 5.0% for employees with at least 5 years of service as of July 1, 2024 will recieve 5.0% effective July 1, 2024
(bc) FY25 COLA 2.0% effective the first full pay period in April 2025

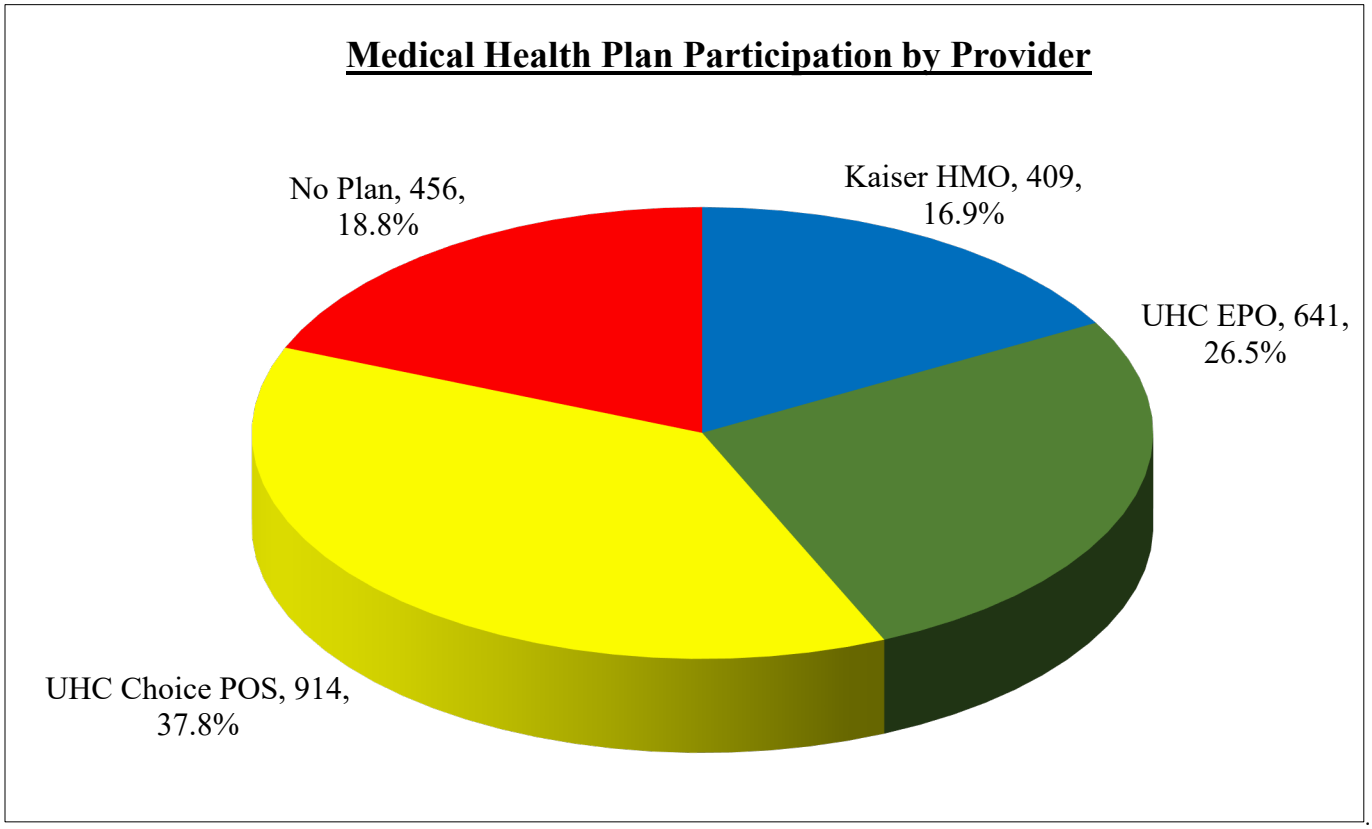
Health Benefits – Career Employees

The Commission offered career employees medical, prescription, dental, and vision plans; basic life and accidental death and dismemberment (AD&D) insurance, long-term disability insurance (LTD), and supplemental LTD insurance; as well as fully employee-funded benefits such as spouse and dependent life insurance, 457 deferred compensation, flexible spending accounts, and long-term care benefits.

Career Employees selected from three health plans for medical insurance coverage. These included a Point of Service (POS) plan, an Exclusive Provider Organization (EPO) plan, and a Health Maintenance Organization (HMO) plan.

Leave Programs such as annual, personal, sick, and holidays were provided.

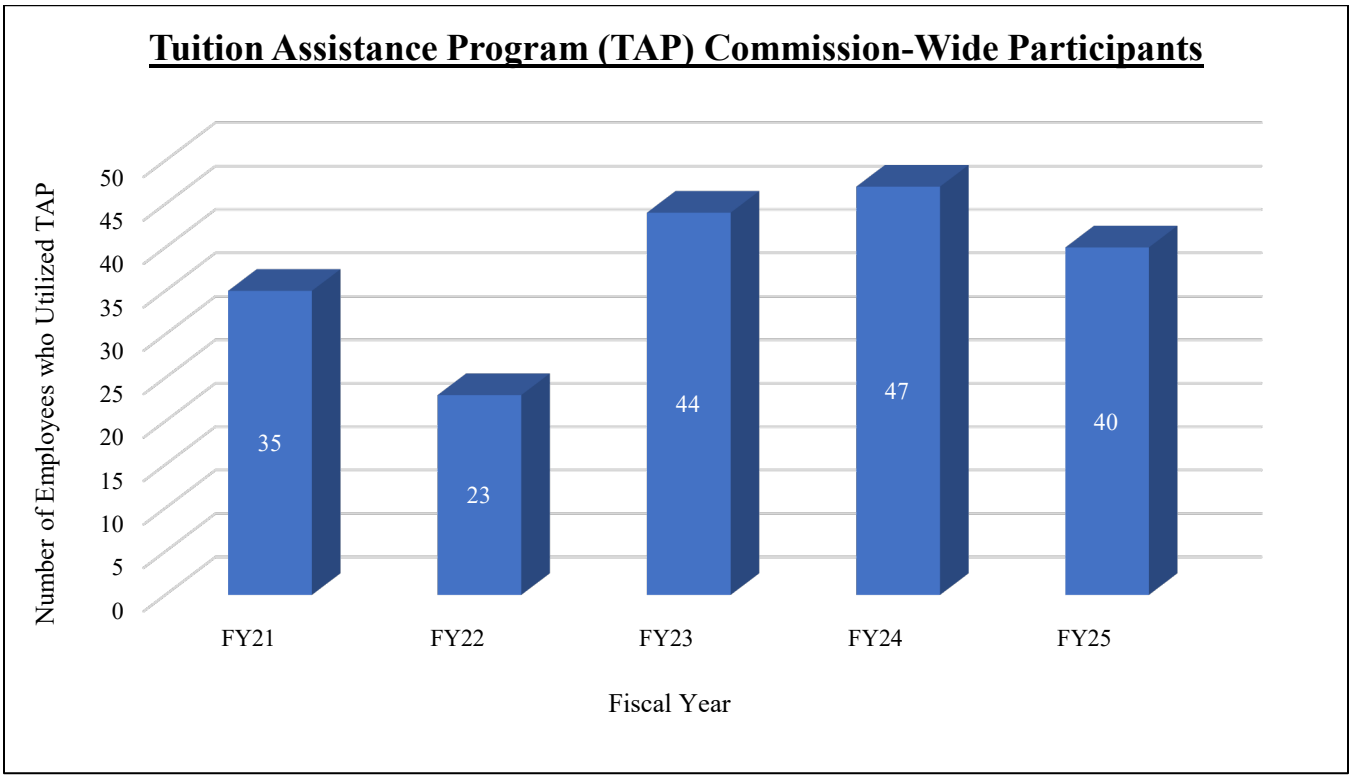
Other benefits such as Credit Union, Employee Assistance Program (EAP), Legal Services Plan, Tuition Assistance Program (TAP), Wellness Program, Work-Life Balance Program, and Sick Leave Bank were offered.



Total Career Employees: 2,420

Tuition Assistance Program

The agency offered career employees the opportunity to utilize the Tuition Assistance Program for professional development, funding college and technical training. In FY25, 40 career employees utilized the Tuition Assistance Program.



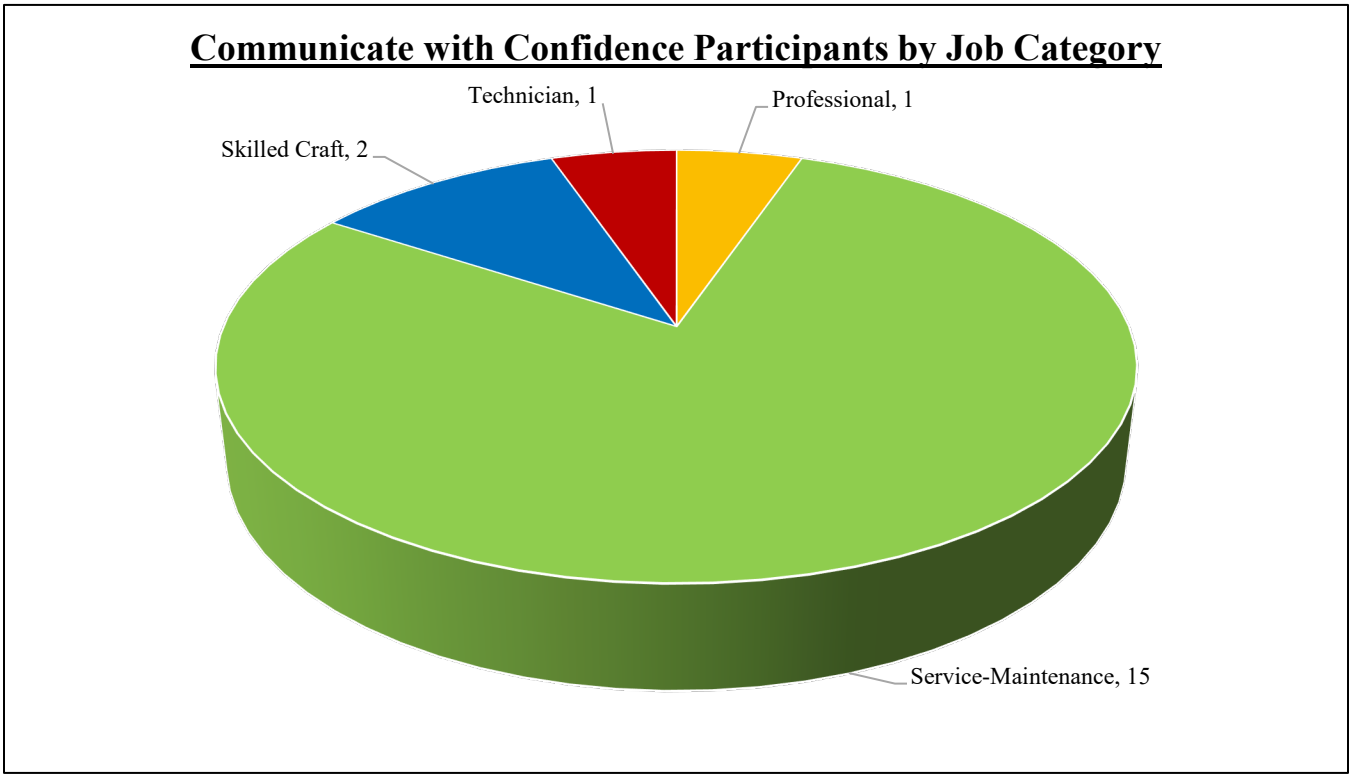
Fiscal Year	FY21	FY22	FY23	FY24	FY25
Participants	35	23	44	47	40

FY21-FY25 analysis based on number of employees, not requests. TAP is available to all active Merit System employees who have successfully completed new hire probation and attained career status.

FY21-FY22 participation rates may have been impacted as a result of COVID-19.

Communicate with Confidence Program (formerly known as the Language and Literacy Program)

The Commission offered career employees the opportunity to participate in the Communicate with Confidence Program which teaches communication and job skills to native and non-native English-speaking employees, therefore advancing professional opportunities. In FY25, 19 employees utilized the Communicate with Confidence Program.

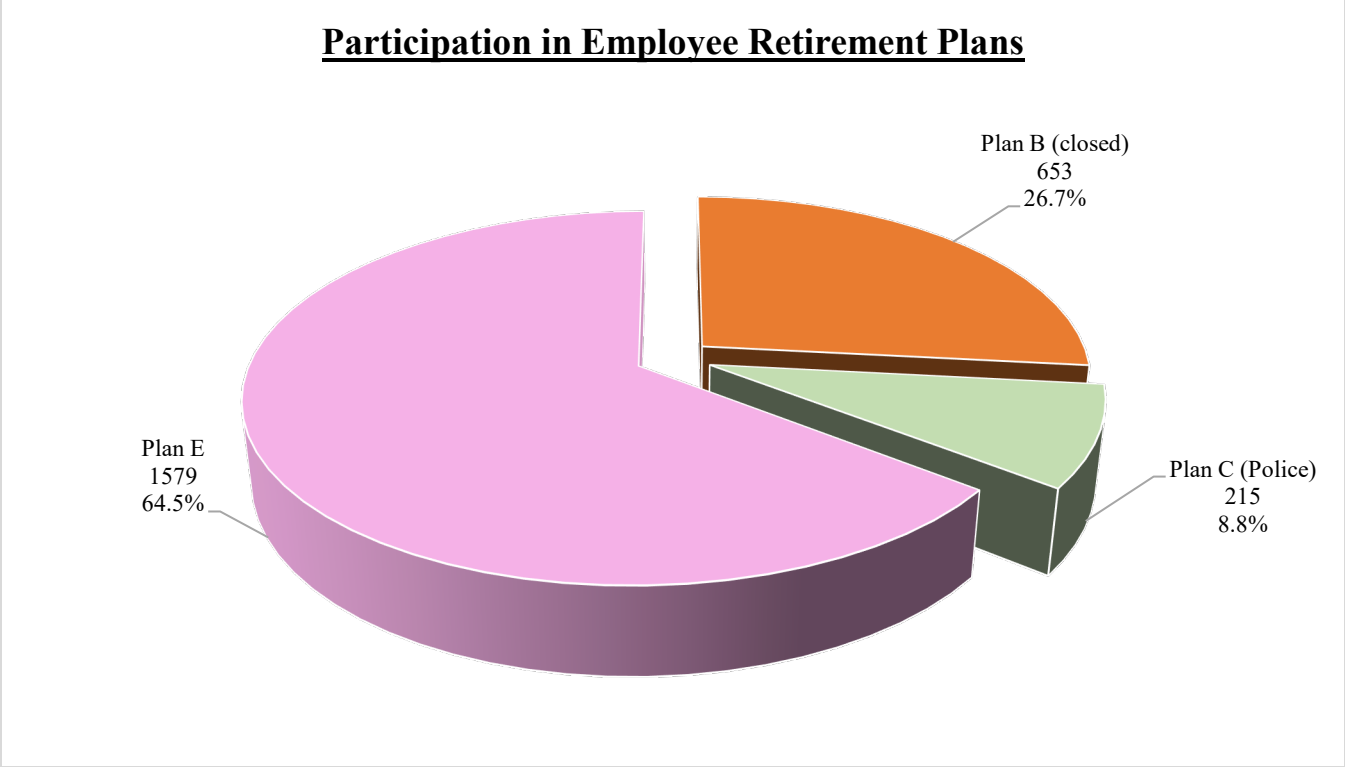


Department	Participants
Montgomery County Parks	12
Prince George's County Parks and Recreation	7
Total	**19**

Retirement Benefits – Career

Since 1978, the Commission has offered a pension program to its career workforce. Enrollment is mandatory, and plans are jointly funded through employer and employee contributions. There are five defined benefit plans:

1. Plan A is non-integrated with Social Security and has been closed to new membership since December 31, 1978. There are no active career employees in Plan A.
2. Plan B is integrated with Social Security; 30.1% of the workforce, or 653 active employees, are in Plan B. This plan was closed to new members on December 31, 2012. 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.
3. Plans C and D are the retirement plans for the Park Police and account for 9.1% of active employee retirement plan membership. Plan C has 8.8% or 205 members and Plan D now has 0 members. Plan D was closed to new members in July 1993.
4. Normal retirement for employees in Plan C is 25 years of credited service or age 55 with at least five years of service.
5. Normal retirement for employees in Plan D is 22 years of credited service or age 55 with at least five years of service.
6. Plan E is mandatory for all full-time and part-time Merit System employees (except Park Police), for individuals employed by the Employees' Retirement System, Appointed Officials, and employees exempted from the Merit System who are employed or appointed on or after January 1, 2013. Plan E has 61.1% of the career workforce or 1,421 members.
7. Normal retirement for employees in Plan E is age 62 with at least 10 years of credited service, or 30 years of credited service regardless of age.
8. For all plans, employees are eligible to convert accumulated sick leave into credited service at the time of retirement. Employees may use a maximum of 14 months of sick leave to qualify for early or normal retirement.
9. Participation in the employees' retirement system includes employees who are vested or Commissioners who are not considered career merit employees.

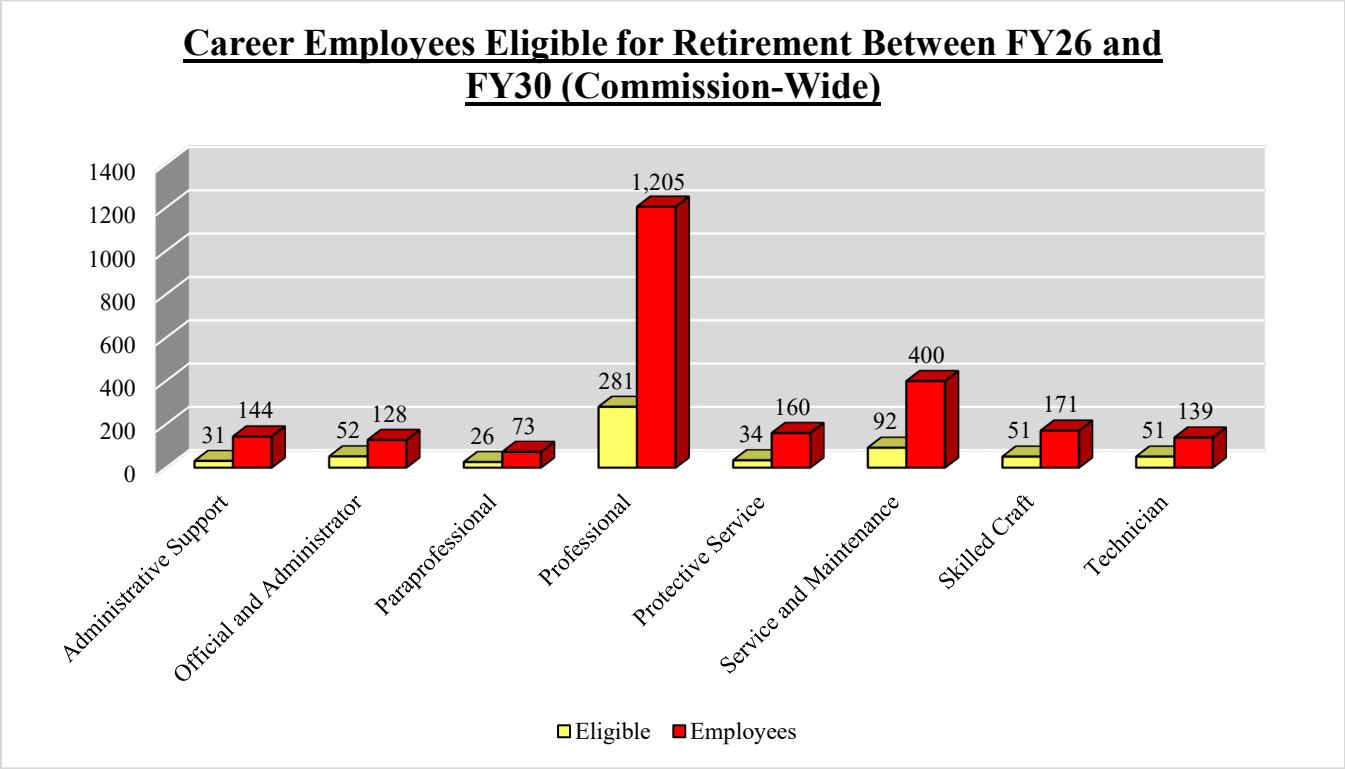


- Total Employees in the Retirement System: 2,447[1]
- Plan B (non-police) is closed to new participants.
- Plan C (police) and Plan E (non-police) remain open to new participants.

[1]Participation in the employees' retirement system includes employees who are vested or Commissioners who are not considered career merit employees.

Career Employees Eligible for Normal Retirement Between FY26 and FY30

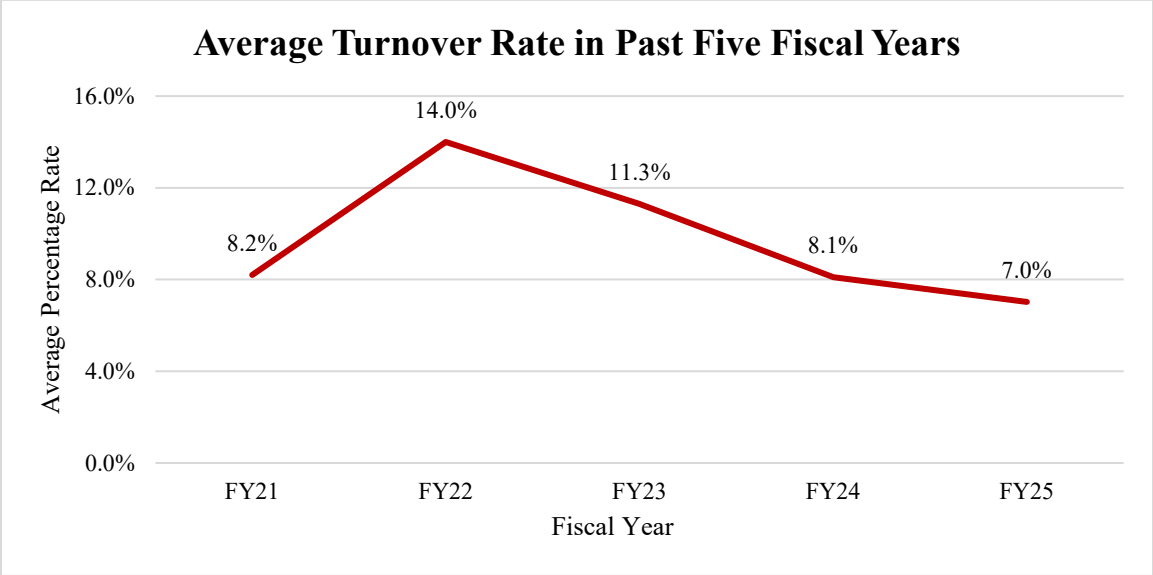
	FY2026	FY2027	FY2028	FY2029	FY2030	Total Eligible Retirements	Total Employees in FY2025	Percentage of Eligible Retirements by FY2030
CAS	**38**	**5**	**6**	**0**	**5**	**54**	**164**	**32.9%**
PGC Commissioners' Office	**6**	**0**	**1**	**0**	**1**	**8**	**9**	**88.9%**
PGC Planning	**27**	**7**	**3**	**1**	**8**	**46**	**186**	**24.7%**
PGC Parks and Recreation	**178**	**28**	**33**	**32**	**39**	**310**	**1,152**	**26.9%**
PGC Sub Total	**211**	**35**	**37**	**33**	**48**	**364**	**1,347**	**27.0%**
MC Commissioners' Office	**0**	**0**	**0**	**0**	**0**	**0**	**3**	**0.0%**
MC Planning	**19**	**2**	**6**	**1**	**5**	**33**	**145**	**22.8%**
MC Parks	**80**	**16**	**22**	**23**	**26**	**167**	**761**	**21.9%**
MC Sub Total	**99**	**18**	**28**	**24**	**31**	**200**	**909**	**22.0%**
Commission Total	**348**	**58**	**71**	**57**	**84**	**618**	**2,420**	**25.5%**



EEO-4 Category	Eligible	Employees
Administrative Support	31	144
Official and Administrator	52	128
Paraprofessional	26	73
Professional	281	1,205
Protective Service	34	160
Service-Maintenance	92	400
Skilled Craft	51	171
Technician	51	139

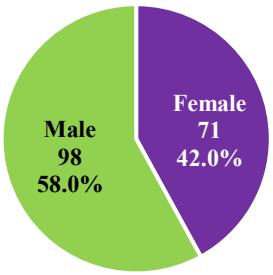
Turnover – Career

The turnover rate in FY25 was 7.0% or 169 employees. The average turnover rate for the past five fiscal years (FY21-FY25) was 9.7%.



Separations by Gender

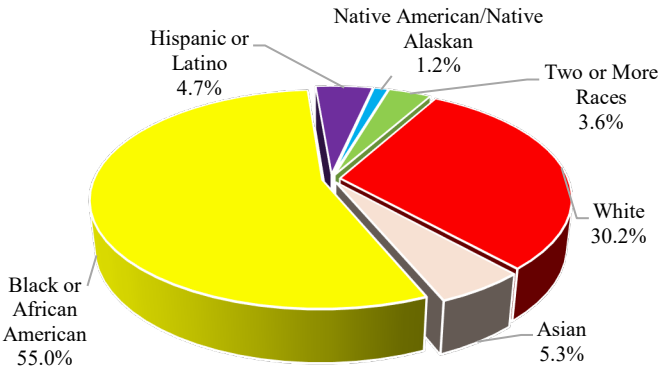
In FY25, 58.0% of employees who separated employment were male and 42.0% were female.



In FY25, the composition of separating employees was:

- 55.0% Black or African American
- 30.2% White (not Hispanic or Latino)
- 5.3% Asian
- 4.7% Hispanic or Latino
- 3.6% Two or More Races
- 1.2% Native American/Native Alaskan
- 0.0% Native Hawaiian/Pacific Islander

Separations by Race/Ethnicity



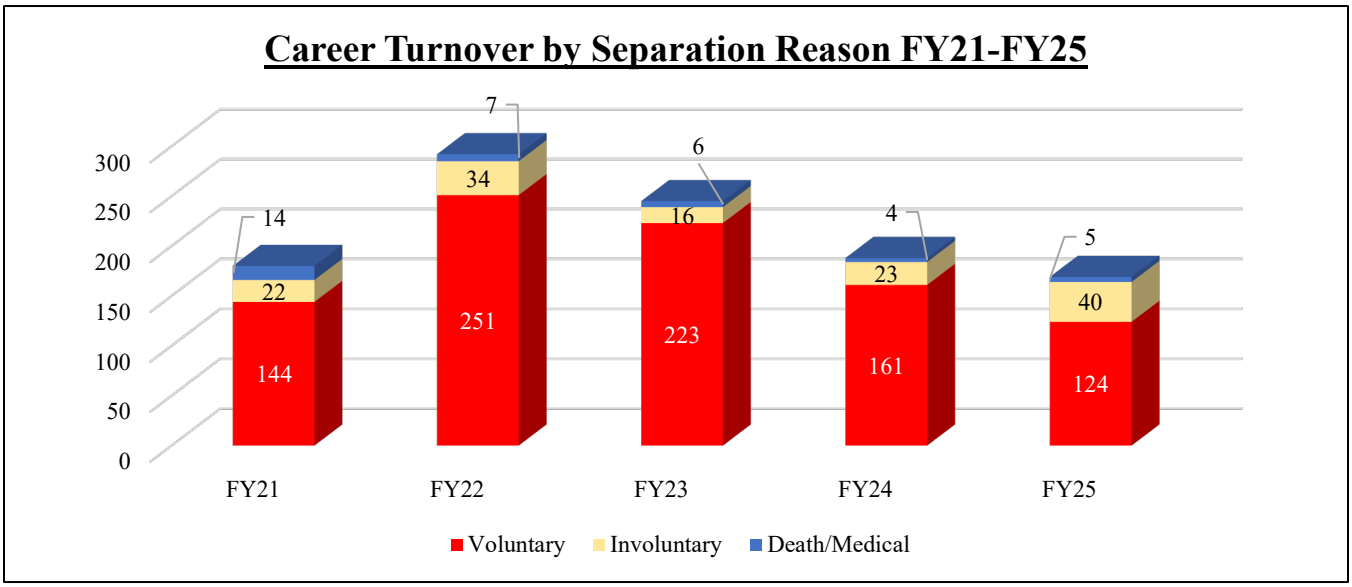
In FY25, the three primary reasons for separations were for personal reasons, normal retirement, and unsatisfactory performance.

In FY25, 53 employees or 2.2% of employees separated due to personal reasons. 40 employees or 1.7% of employees separated due to normal retirement, and 20 employees or 0.8% of employees separated due to unsatisfactory performance.

For all separation statistics, see page 31.

Separations by Reasons

	Number of Separations by Reason and Fiscal Year					
		FY21	**FY22**	**FY23**	**FY24**	**FY25**
Voluntary						
	New Job	32	54	49	26	17
	Relocation	4	1	2	4	2
	Personal Reasons	35	94	74	70	52
	Return to School	0	0	0	0	0
	Early Retirement	7	14	9	5	7
	Normal Retirement	62	83	80	50	40
	Quit Without Notice (No Show)	4	5	8	6	6
	Other	0	0	1	0	0
	Total	144	251	223	161	124
Involuntary						
	Violation of Rules	14	29	4	7	19
	Background	1	0	0	1	0
	Unsatisfactory Performance	7	3	8	12	20
	Reduction in Force (RIF)	0	0	0	0	0
	Dismissal/Job Abandonment	0	2	4	3	1
	Total	22	34	16	23	40
Death/Medical						
	Death	14	7	5	1	5
	Not Specified	0	0	0	2	0
	Disability Medical	0	0	0	0	0
	Resign Medical	0	0	1	1	0
	Total	14	7	6	4	5
	Total Separations	180	292	245	188	169
	Turnover Rate	8.2%	14.0%	11.3%	8.1%	7.0%



Trends in the Career Employee Lifecycle

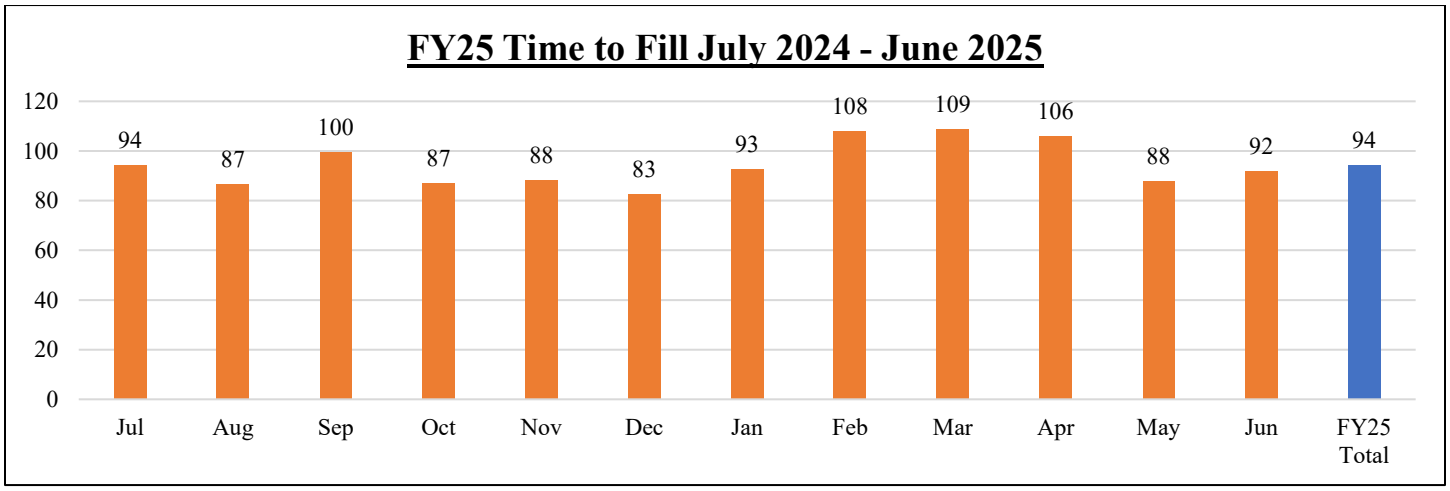
Trends in the Career Employee Lifecycle

Recruitment, Salary, Demographics, Retirement, and Turnover Trends

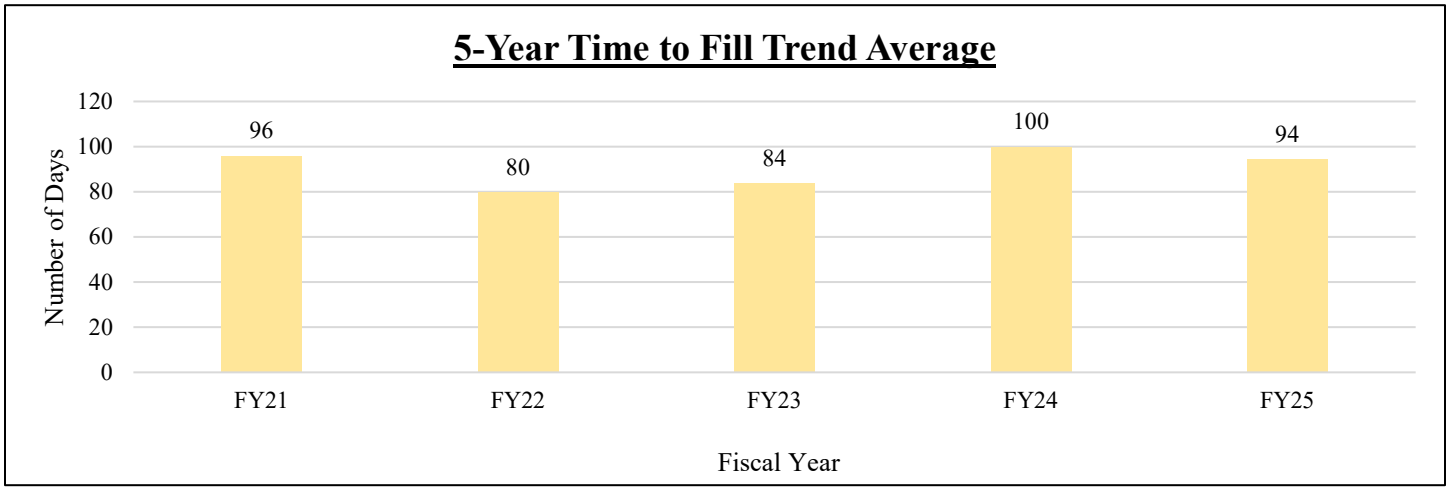
Recruitment, Salary, Demographics, Retirement, and Turnover Trends

Recruitment Trends

The average number of days to fill a position indicates the time between the date a position is posted/advertised and the date of hire. In FY25, it took an average of 94 days to fill a position by these metrics. Many variables contribute to the average number of days it takes to fill positions. The chart includes positions filled by both internal and external candidates. The chart excludes appointed positions and Park Police selections that follow specific hiring and promotional requirements.



Average Time to Fill													
Month	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**FY25 Total**
Average	94	87	100	87	88	83	93	108	109	106	88	92	94



Fiscal Year	Time to Fill
FY21	96
FY22	80
FY23	84
FY24	100
FY25	94

Cost of Living Adjustments and Merit Increase Trends

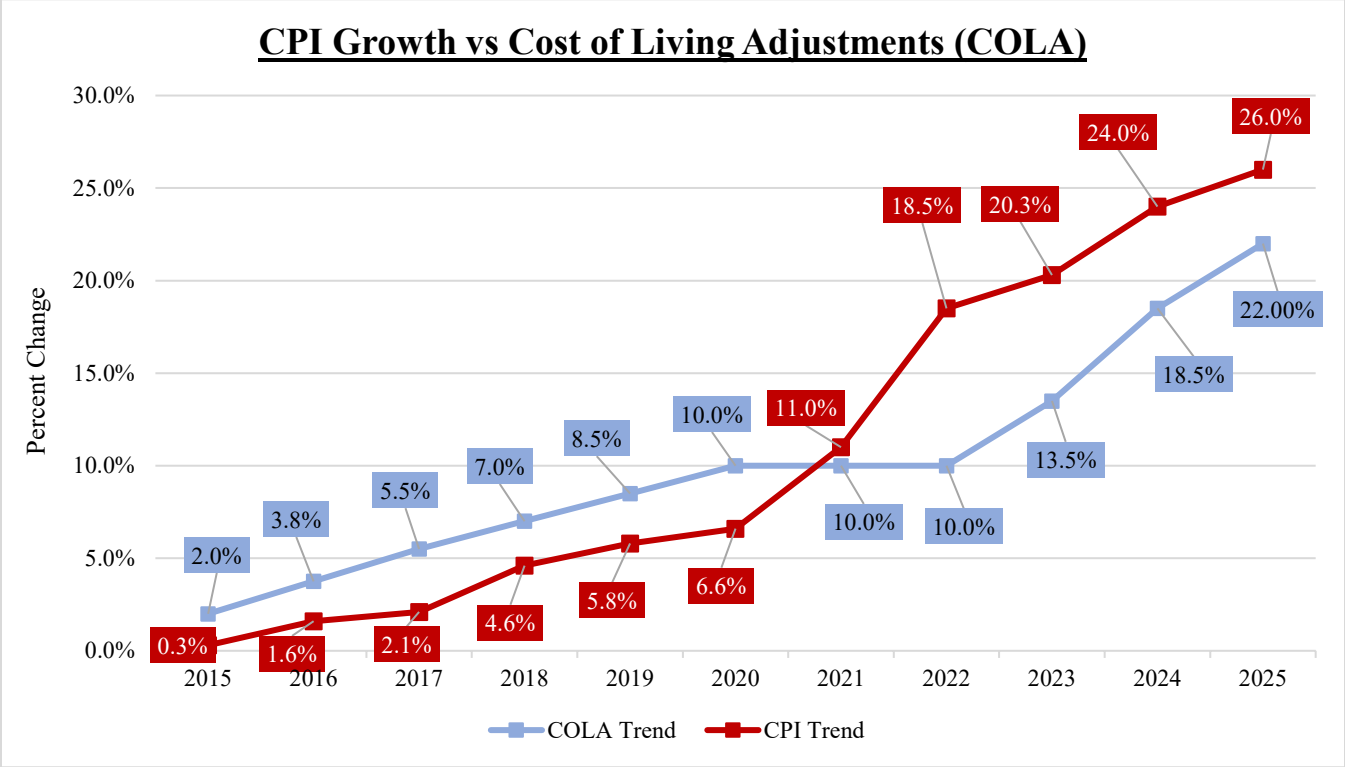
Over the past three fiscal years, represented and non-represented employees have received Cost of Living Adjustments (COLA). Employees have received merit increases for the past four fiscal years. Non-represented and MCGEO employees have received lump sum payments for the past three.

M-NCPPC Five-Year COLA and Merit Increases Table

	FY21	FY22	FY23	FY24	FY25
Non-Represented					
Increment (Merit)	0.00%	3.5% + 3.5% (FY21 make-up merit on 6/12/22)	3.50%	3.50%	3.50%
COLA (effective date)	-	0.00%	3.50% (9/4/22)	2.50% (9/3/23) 2.50% (1/7/24)	3.50% (7/7/24)
Lump Sum Payment	0%	0%	0.50%	0.50%	0.50%
MCGEO Local 1994					
Increment (Merit)	0.00%	3.5% + 3.5% (FY21 make-up merit on 6/12/22)	3.50%	3.50%	3.50%
COLA (effective date)	0.00%	0.00%	3.50% (9/4/22)	2.50% (9/3/23) 2.50% (1/7/24)	3.50% (7/7/24)
Lump Sum Payment	MCGEO employees are eligible for longevity only.	0%	Payment determined by employees current salary.	0.50%	0.50%
FOP Lodge 30					
Increment (Merit)	0.00%	3.5% + 3.5% (FY21 make-up merit on 6/12/22)	3.50%	3.50%	3.50%
COLA (effective date)	0.75% (11/20/21)	0.00%	1.0% (11/13/22) 5.0% (6/11/23)	5.50% (1/7/24)	2.5% (7/7/24) 1% adjustment to pay schedule
Lump Sum Payment	Command officers and Candidates only. No other increases.	0%	0%	0%	0%

Consumer Price Index vs M-NCPPC Cost of Living Adjustments (COLA)

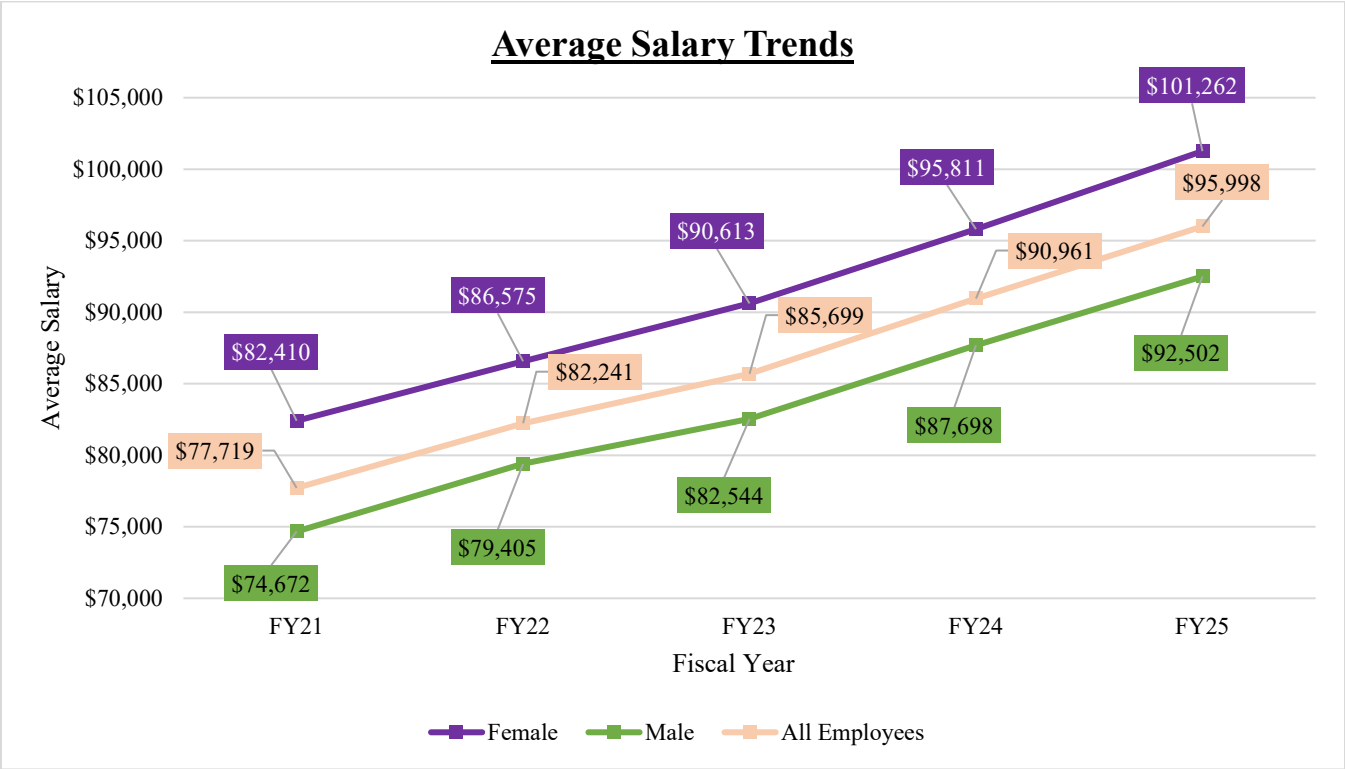
The red line on the chart below depicts the cumulative growth of the Consumer Price Index (CPI) over the last 10 years (FY15-FY25). The blue line, in comparison, represents the cumulative M-NCPPC career General Service workforce's Cost of Living Adjustment increases over the same period.



Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Cumulative COLA	2.0%	3.8%	5.5%	7.0%	8.5%	10.0%	10.0%	10.0%	13.5%	18.5%	22.0%
Cumulative CPI	0.3%	1.6%	2.1%	4.6%	5.8%	6.6%	11.0%	18.5%	20.3%	24.0%	26.0%

Employee Salary Trends

In FY25 the Commission's average salary for all career employees increased by 5.5% from $90,961 (in FY24) to $95,998.



Fiscal Year	FY21	FY22	FY23	FY24	FY25
Female	$82,410	$86,575	$90,613	$95,811	$101,262
Male	$74,672	$79,405	$82,544	$87,698	$92,502
All Employees	$77,719	$82,241	$85,699	$90,961	$95,998

Top of Grade Trends

Top-of Grade (TOG) is defined as the maximum annual salary ($) of a position's grade salary range. Non-represented employees at TOG identified are within $10.00 of their position's grade maximum annual salary. Union represented employees at TOG identified as having received their longevity increase. In FY25, the percentage of career employees at the top of grade was 21.4%. This is an increase from the 15.1% of employees at the top of grade in FY24.

Five-Year Top-of-Grade Distribution Trends

Top-of-Grade	FY21	FY22	FY23	FY24	FY25
Number of Employees	179	332	330	352	517
Number of Total Employees	2,184	2,093	2,166	2,327	2,420
Percentage of Total Employees	8.2%	15.9%	15.2%	15.1%	21.4%

Five-Year Demographic Trends

Over the past five fiscal years, there have been incremental changes in the Commission's career workforce demographics.

Five-Year Demographic Distribution by Race/Ethnicity and Gender:

	FY21	FY22	FY23	FY24	FY25	% Change over 5 years
Asian	94	97	106	105	113	20.21%
Black or African American	855	822	853	934	959	12.16%
Hispanic or Latino	155	160	172	191	211	36.13%
Native American/Native Alaskan	9	10	10	14	13	44.44%
Native Hawaiian/Pacific Island	1	1	1	1	2	100.00%
Two or More Races	25	25	42	59	71	184.00%
White	1,045	978	982	1,023	1,051	0.57%
Minority Combined Total	1,139	1,115	1,184	1,304	1,369	20.19%
Female	860	828	847	936	966	12.33%
Male	1,324	1,265	1,319	1,391	1,454	9.82%
Total Career Workforce	2,184	2,093	2,166	2,327	2,420	10.81%

Five-Year Age Distribution Trends

Over the past five fiscal years, the percentage of employees in the 60+ age category slightly increased from 16.6% to 16.9% of the career workforce. The largest change was reported in the 50-59 category, that decreased from 24.9% to 23.2%.

Five-Year Demographic Distribution by Age Table: FY21-FY25

	FY21		FY22		FY23		FY24		FY25	
Age / % of Population										
60+ Years of Age	340	15.6%	333	15.9%	333	15.4%	387	16.6%	409	16.9%
50-59 Years of Age	612	28.0%	574	27.4%	588	27.2%	579	24.9%	563	23.3%
40-49 Years of Age	533	24.4%	529	25.3%	542	25.0%	595	25.6%	636	26.3%
30-39 Years of Age	520	23.8%	500	23.9%	518	23.9%	560	24.1%	593	24.5%
18-29 Years of Age	179	8.2%	157	7.5%	185	8.5%	206	8.9%	219	9.0%
Total Career Workforce	2,184		2,093		2,166		2,327		2,420	

Retirement Eligibility and Projection Trends

In projecting percentage of employees eligible for normal retirement within future five years, the percentage of eligible employees in FY25 has slightly increased over the previous year.

Fiscal Year	Five-Year Trend
FY21	30.3%
FY22	30.0%
FY23	27.5%
FY24	25.1%
FY25	25.5%

In FY26, 348 of 2,420 (14.4% of the workforce) employees will be eligible for normal retirement. Between FY26 and FY30, 618 of 2,420 employees, or 25.5% of all career employees (full-time and part-time) will be eligible for normal retirement.

EEO-4 Category	FY2026	FY2027	FY2028	FY2029	FY2030	5 Year Total	% of EEO Category
Administrative Support	20	1	2	1	7	31	21.5%
Official and Administrator	34	4	5	6	3	52	40.6%
Paraprofessional	11	6	5	1	3	26	35.6%
Professional	155	27	36	26	37	281	23.3%
Protective Service	21	4	2	3	4	34	21.3%
Service-Maintenance	49	6	12	11	14	92	23.0%
Skilled Craft	26	6	3	3	13	51	29.8%
Technician	32	4	6	6	3	51	36.7%
Grand Total	348	58	71	57	84	618	25.5%

Retirement Trends

Five-Year Retirement Separations

Fiscal Year	Number Retired	% of Workforce Retired
FY21	69	3.2%
FY22	97	4.6%
FY23	89	4.1%
FY24	55	2.4%
FY25	48	2.0%

Turnover Trends

The turnover rate for career employees in FY25 was 7.0%.

Five-Year Turnover Trend

FY21	FY22	FY23	FY24	FY25
8.2%	14.0%	11.3%	8.1%	7.0%

Turnover rates as reported by the DC SHRM and directly from local governments for FY25. M-NCPPC has the lowest turnover rate of organizations that reported this data.

Organization	Turnover Rate
Metropolitan Washington Airports Authority	12.4%
Fairfax County Government	10.3%
Londoun County Government	9.6%
Arlington County Government	9.3%
Prince William County Service Authority	8.3%
WSSC Water	8.3%
Montgomery County Government	7.4%
M-NCPPC	7.0%

Non-Permanent Workforce Highlights

Non-Permanent Workforce Highlights

Non-Permanent (Seasonal/Intermittent, Temporary, and Term Contract) Workforce Composition, Demographics & Benefits

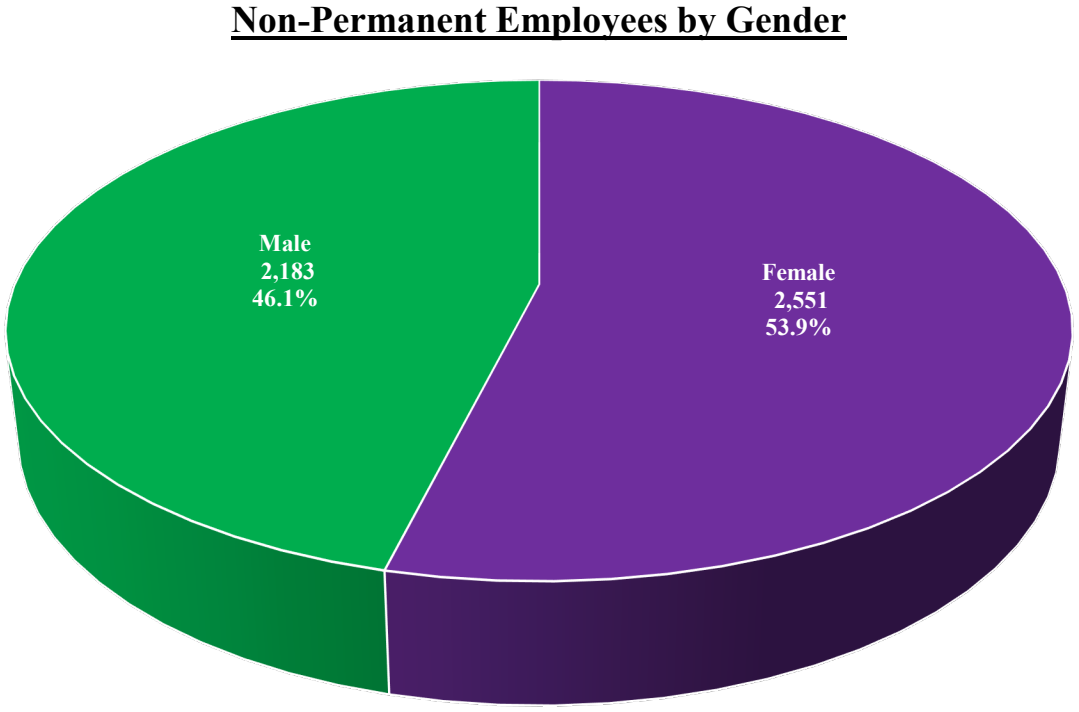
In FY25, the non-career workforce totaled 4,734 employees (as of 6/30/2025). Of this number, 99.3% (4,704) were Seasonal/Intermittent Contract and 0.63% (30) were Term or Temporary Contract.

Of non-permanent seasonal/intermittent employees, 88.3% worked in Prince George's County Parks and Recreation and 10.6% worked in Montgomery County Parks.

Distribution of Non-Permanent Employees by Department

Department	Count of Employees	Percentage
Bi-County Corporate Operations	17	0.4%
Montgomery County Commissioners' Office	1	0.0%
Montgomery County Planning	9	0.2%
Montgomery County Parks	502	10.6%
Prince George's County Commissioners' Office	3	0.1%
Prince George's County Planning	24	0.5%
Prince George's County Parks and Recreation	4,178	88.3%
M-NCPPC Non-Permanent Employees Total	**4,734**	**100.0%**

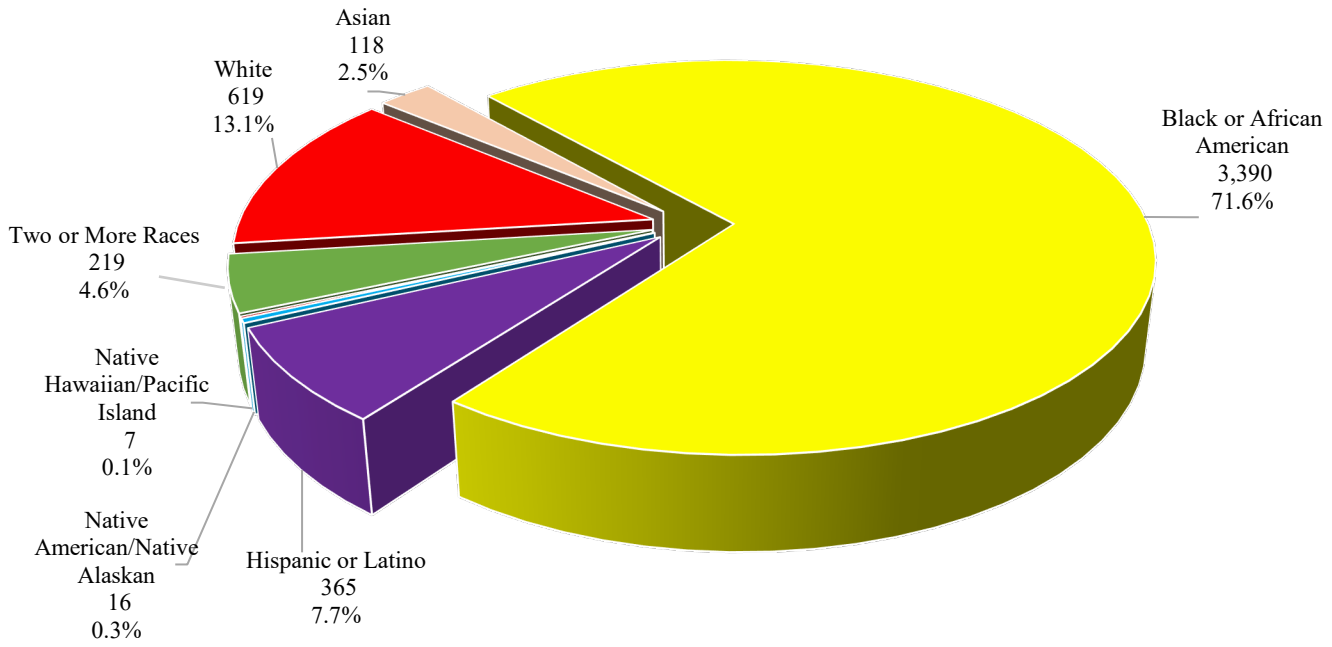
The gender composition of non-permanent employees in FY25 was 53.9% female and 46.1% male.



Total Non-Permanent Employees: 4,734

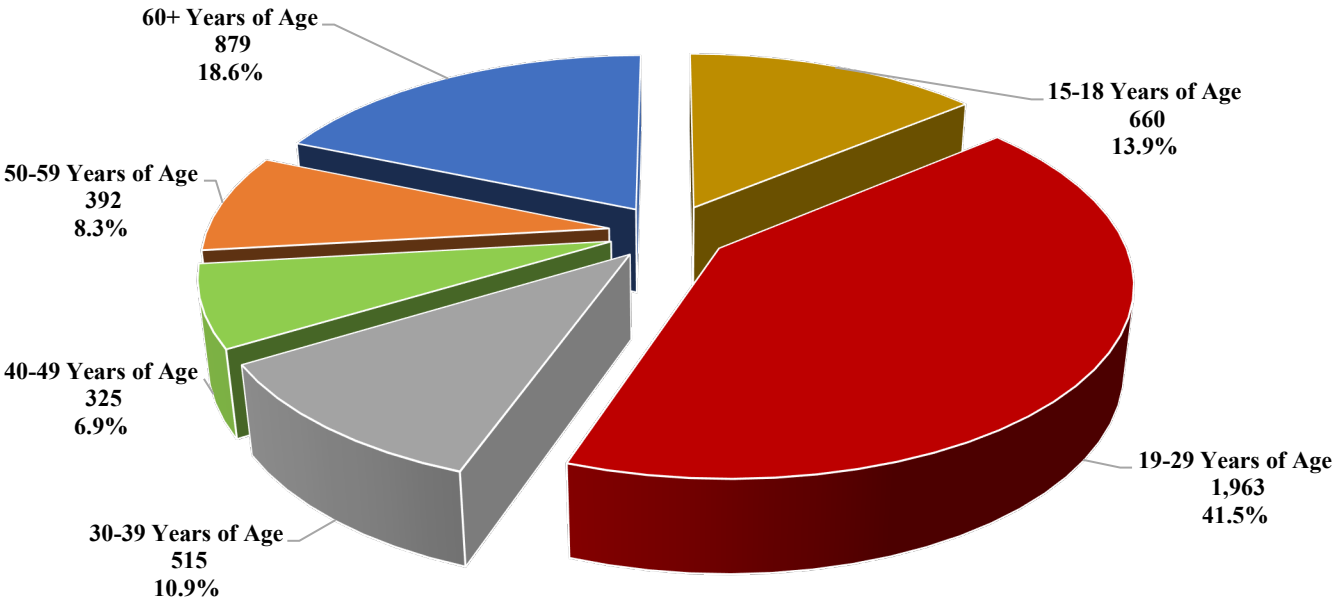
In FY25, the racial/ethnic composition of non-permanent employees was as follows:

Non-Permanent Employees by EEO-4 Race/Ethnicity



In FY25, the age distribution of non-permanent employees was as follows:

Distribution of Non-Permanent Employees by Age



Average Age: 36 Years of Age

Total Non-Permanent Employees: 4,734

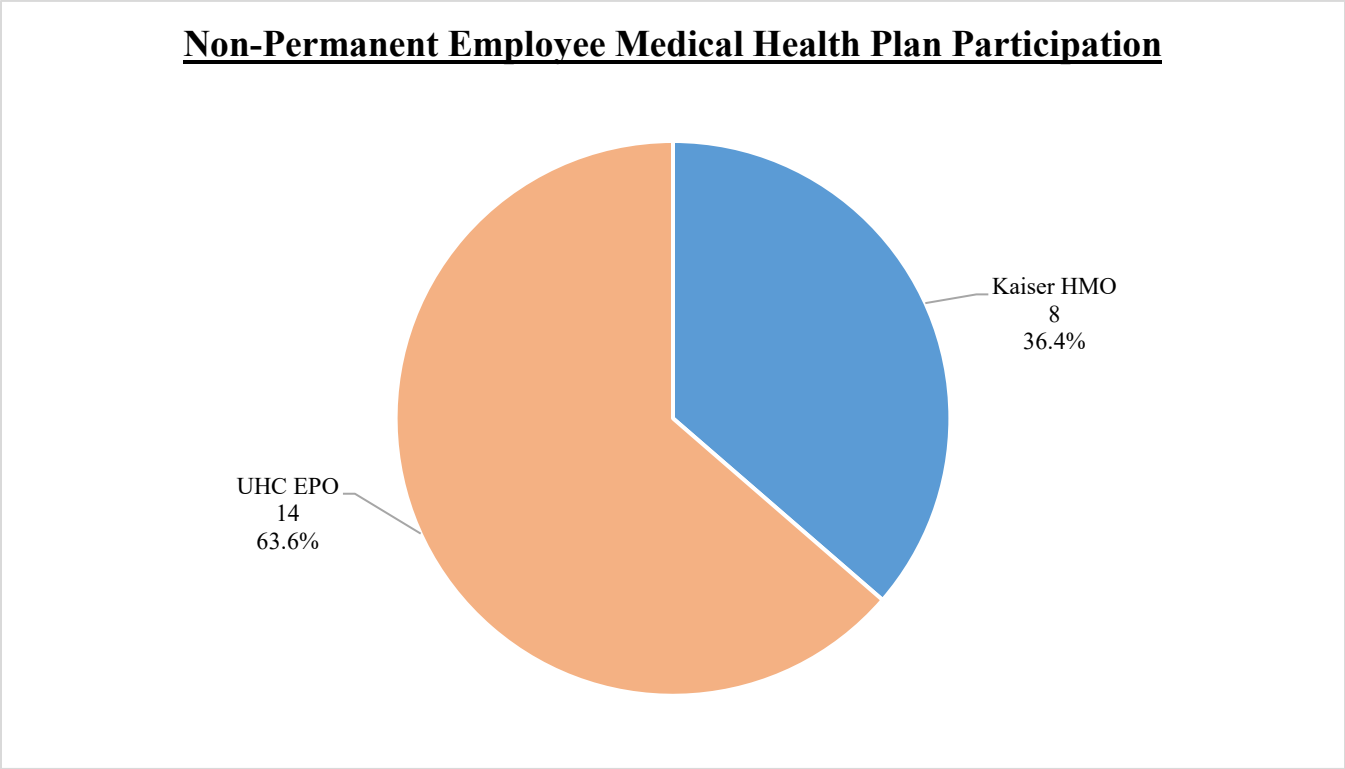
Benefits – Non-Permanent/Seasonal Employees

The Commission offered seasonal/intermittent, term contract, and temporary employees benefits. Below is a list of eligible benefits for FY25.

- **Seasonal/Intermittent**
    - Credit Union Membership
    - Direct Deposit
    - Family Medical Leave (subject to meeting minimum service and work-hour requirements)
    - Leave without pay
    - Medical – Kaiser Permanente HMO and Prescription Drugs
    - Medical – United Healthcare Select EPO Plan
    - Prescription – Caremark
    - Medical health benefits are offered as long as they meet the requirements for the Affordable Care Act as they apply to M-NCPPC, and the employee works on average a minimum of 30 hours per week over the course of a twelve (12) month period as defined by the Affordable Care Act
    - In FY18, with the passage of the Maryland Healthy Working Families Act employees who work at least 24 hours, per bi-weekly pay period, are eligible to earn up to 40 hours of sick leave each calendar year
    - Workers' Compensation
- **Term Contract**
    - Credit Union Membership
    - Direct Deposit
    - Deferred Compensation
    - Employee Assistance Program (EAP)
    - Flexible Spending Account
    - Family Medical Leave
    - Workers Compensation
    - Traditional IRA
    - Roth IRA
    - Medical – Kaiser Permanente HMO and Prescription Drugs
    - Medical – United Healthcare Select EPO Plan
    - Prescription – Caremark
    - Annual leave: up 2 weeks of paid generic leave, Paid holiday leave, Administrative leave, Holiday pay when working a holiday, FMLA (subject to meeting minimum service and work-hour requirements), and Leave without pay
    - Term Contract employees are eligible at the time of hire for medical health insurance, prescription plan, flexible spending accounts, and retirement programs including Traditional and Roth IRA Deferred Compensation IRC 457, and flexible spending accounts
    - Workers' Compensation
- **Temporary**
    - Direct Deposit
    - Leave without pay
    - Family Medical Leave Act (FMLA) (subject to meeting minimum service and work-hour requirements)
    - In FY18, with the passage of the Maryland Healthy Working Families Act employees who work at least 24 hours, per bi-weekly pay period, are eligible to earn up to 40 hours of sick leave each calendar year
    - Temporary employees are not eligible for health benefits
    - Workers' Compensation

Health Benefits – Non-Permanent Employees

Note: In FY18 the passage of the Maryland Health Working Families Act made up to 40 hours of sick leave benefits available to Seasonal/Intermittent and Temporary Contract employees who work at least 24 hours in a bi-weekly pay period.



194 or 4.0% of the total number of Non-Permanent employees are eligible for Medical Health Plans
Total Number of Non-Permanent Medical Health Care Participants: 22
12 Term Contract Medical Health Plan participants
10 Seasonal/Intermittent Medical Health Plan Participants

M-NCPPC Montgomery County

M-NCPPC Montgomery County

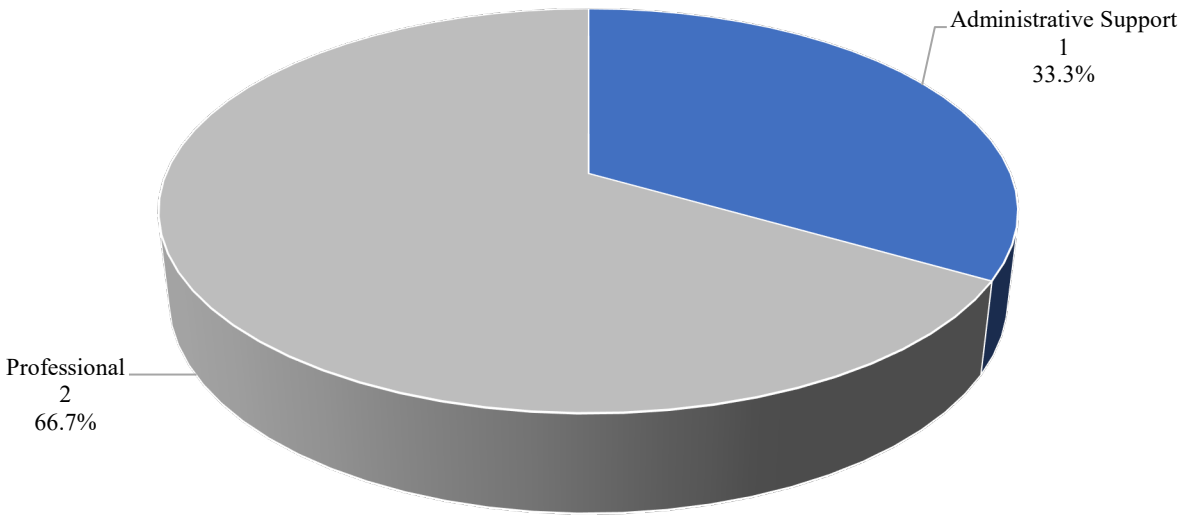
Commissioners' Office

Department of Planning

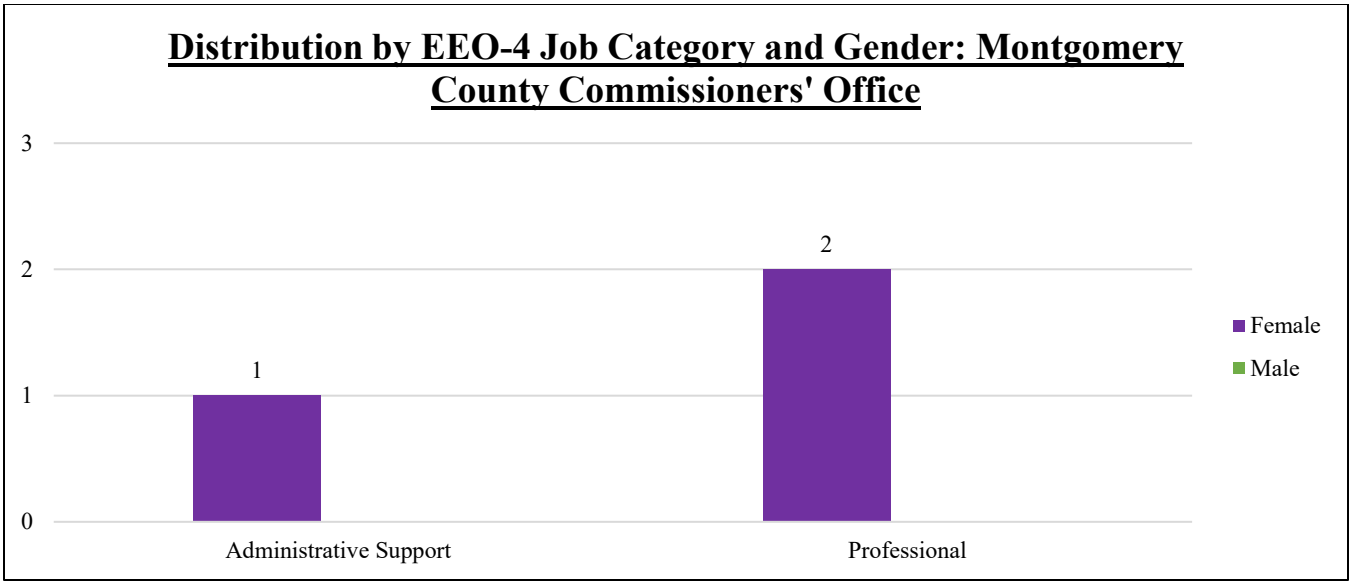
Department of Parks

Montgomery County Commissioners' Office

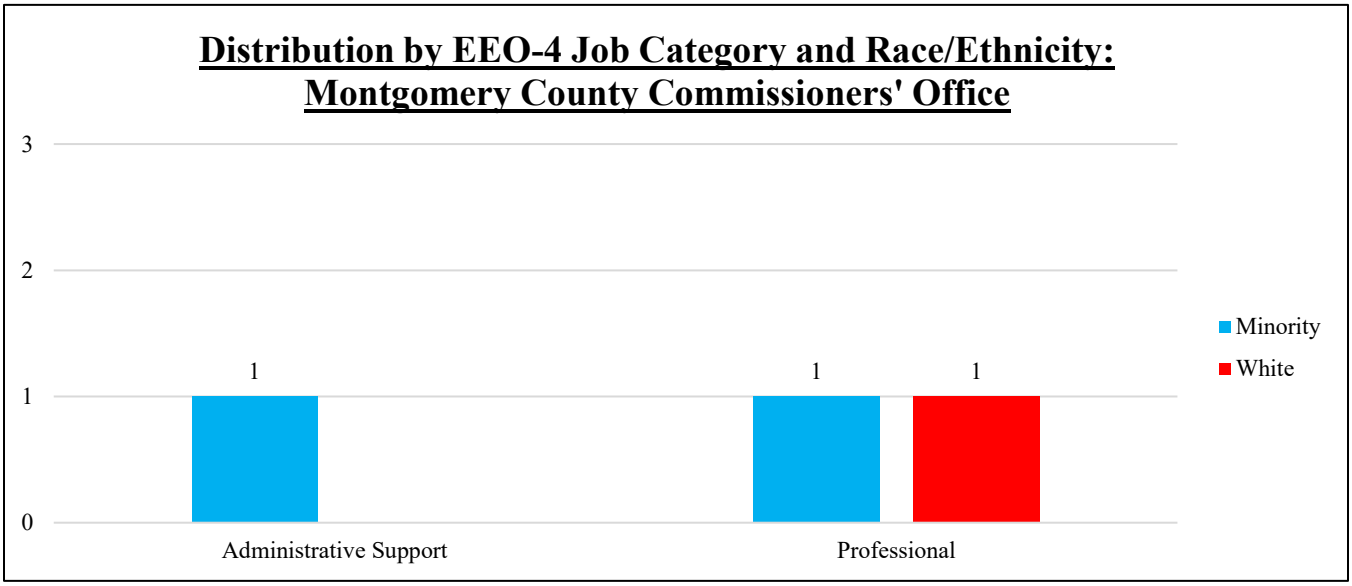
EEO-4 Job Category: Montgomery County Commissioners' Office



MCCO Career Employee Total: 3

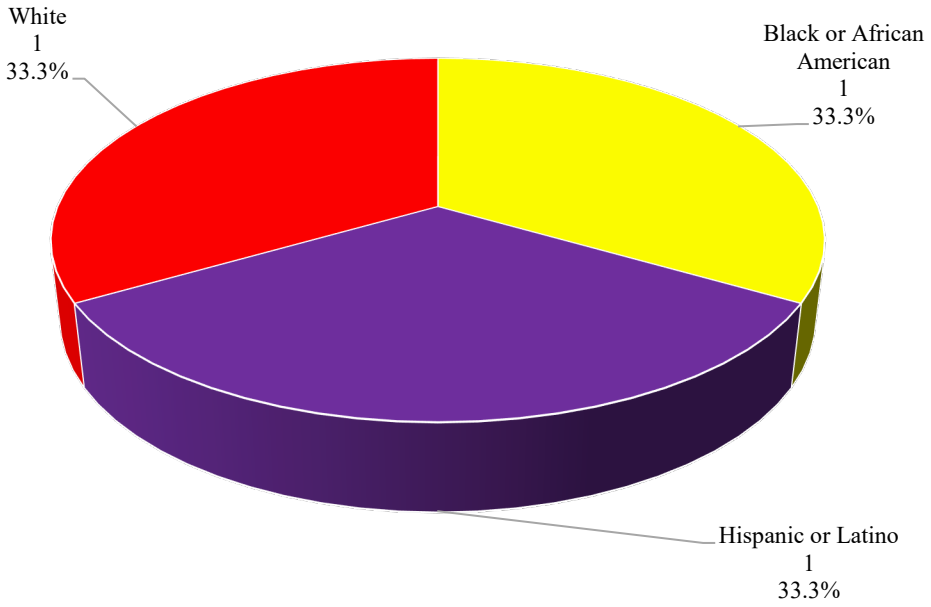


EEO-4 Job Category	Female	Male
Administrative Support	1	0
Professional	2	0
Total	**3**	**0**

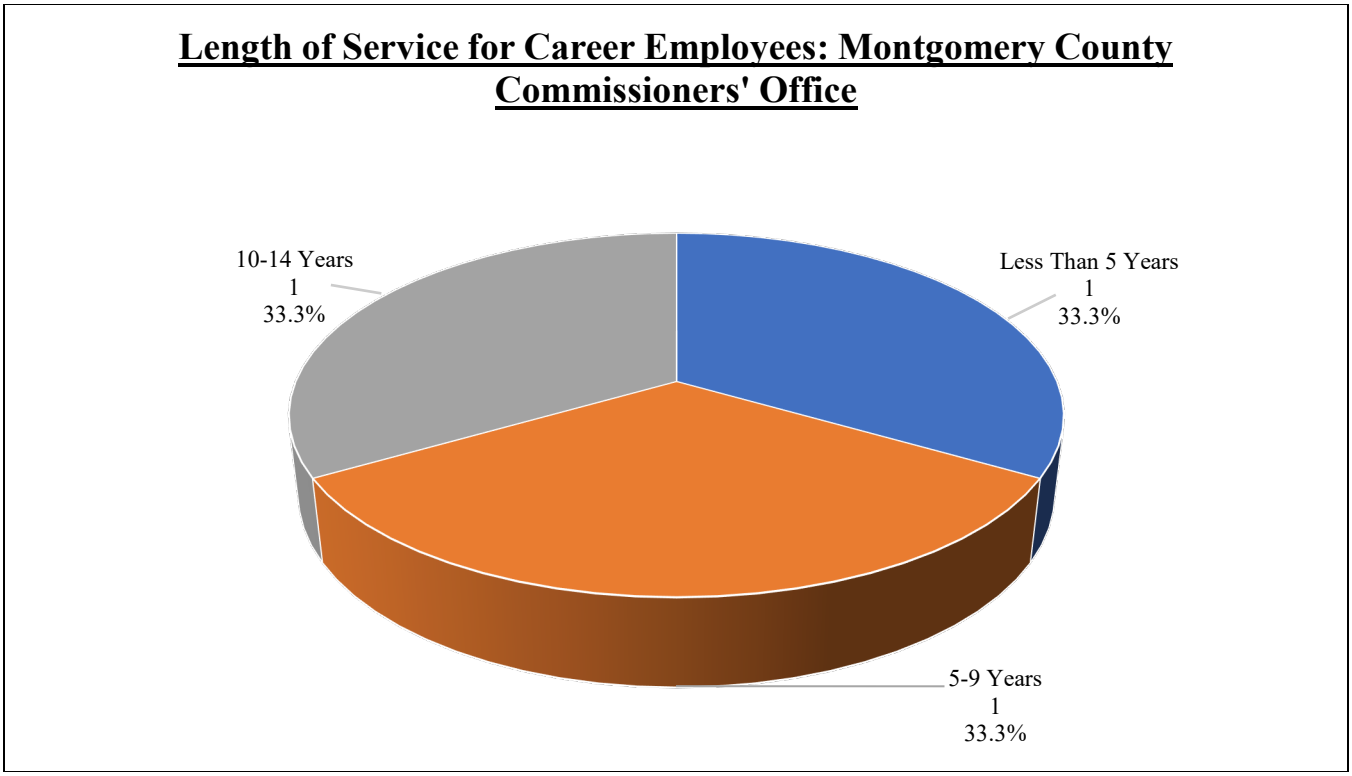


EEO-4 Race/Ethnicity	Minority	White
Administrative Support	1	0
Professional	1	1
Total	**2**	**1**

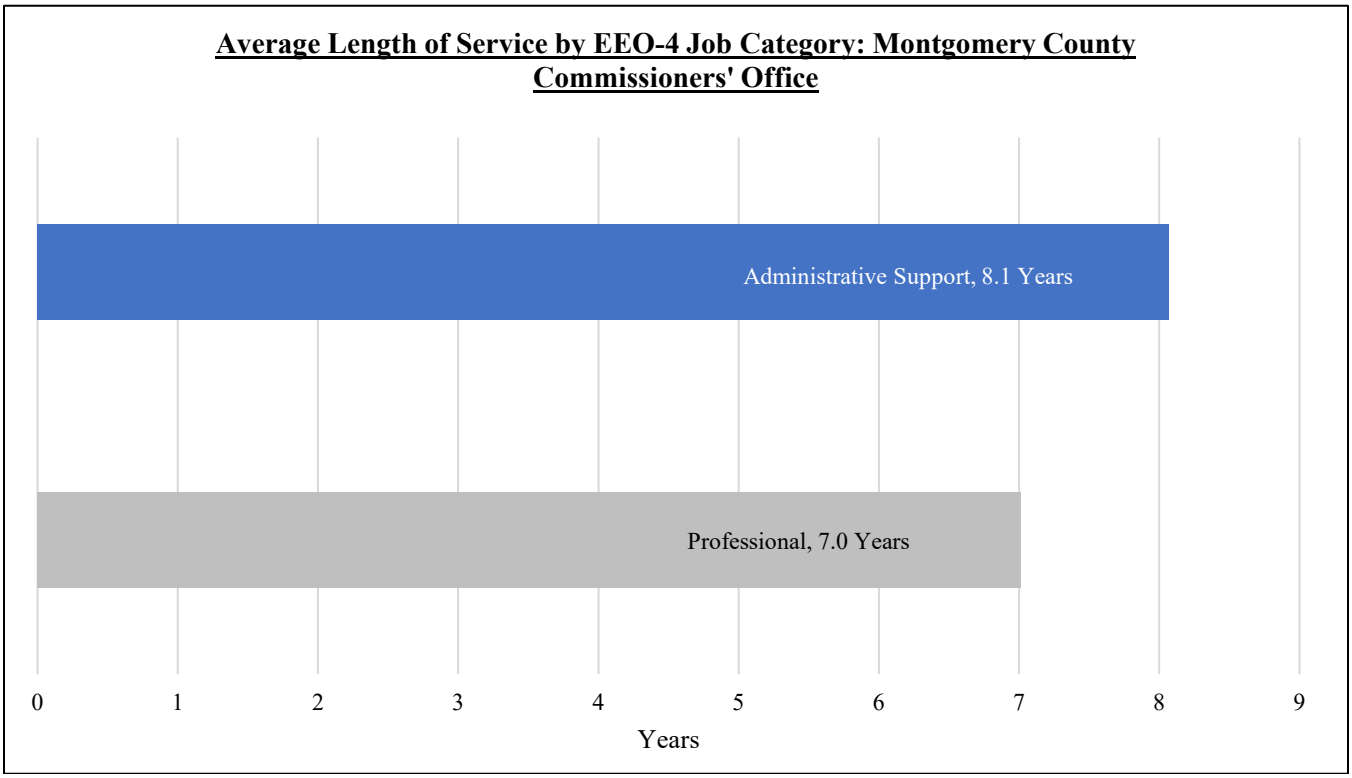
EEO-4 Race/Ethnicity: Montgomery County Commissioners' Office



MCCO Career Employee Total: 3



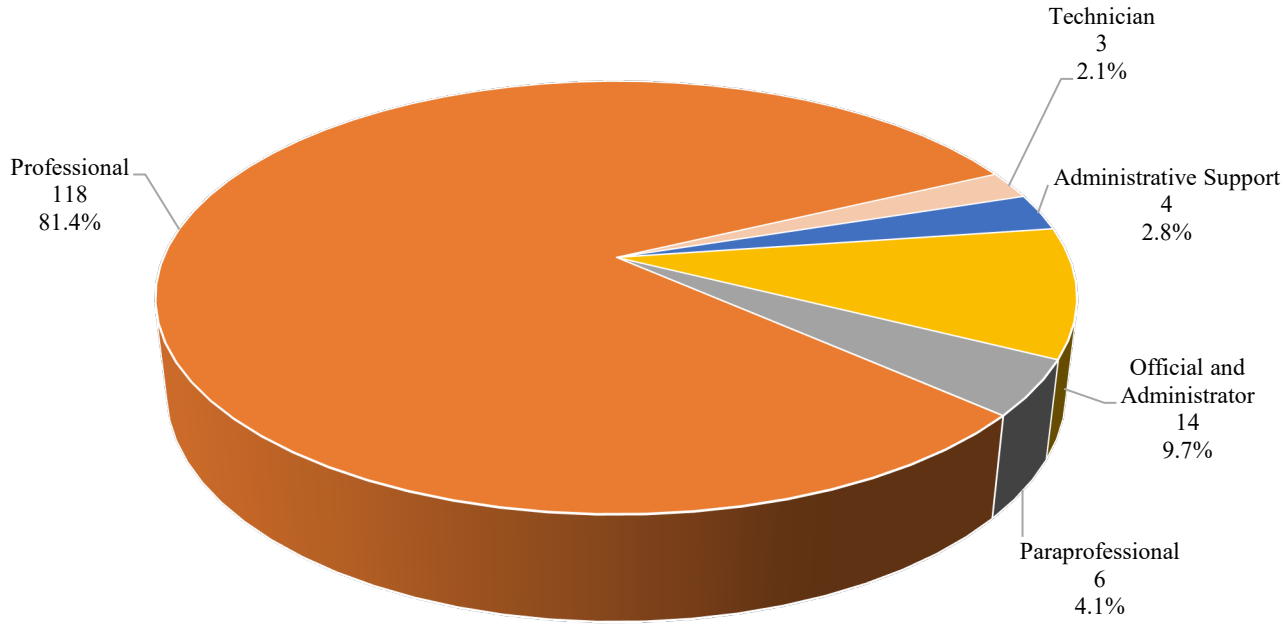
MCCO Career Employee Total: 3



MCCO Career Employee Total: 3

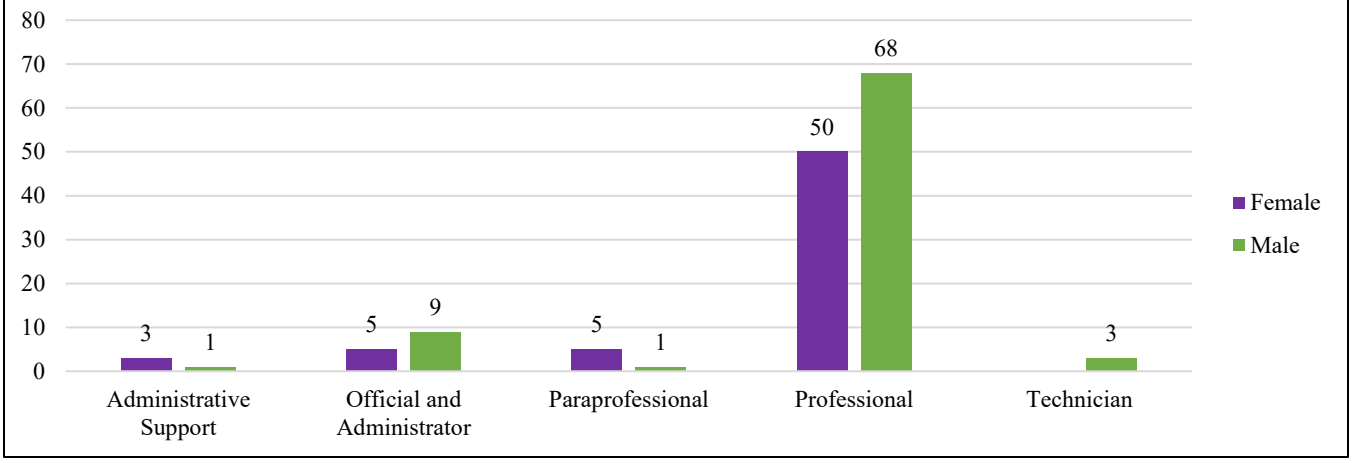
Montgomery County Planning

EEO-4 Job Category: Montgomery County Planning



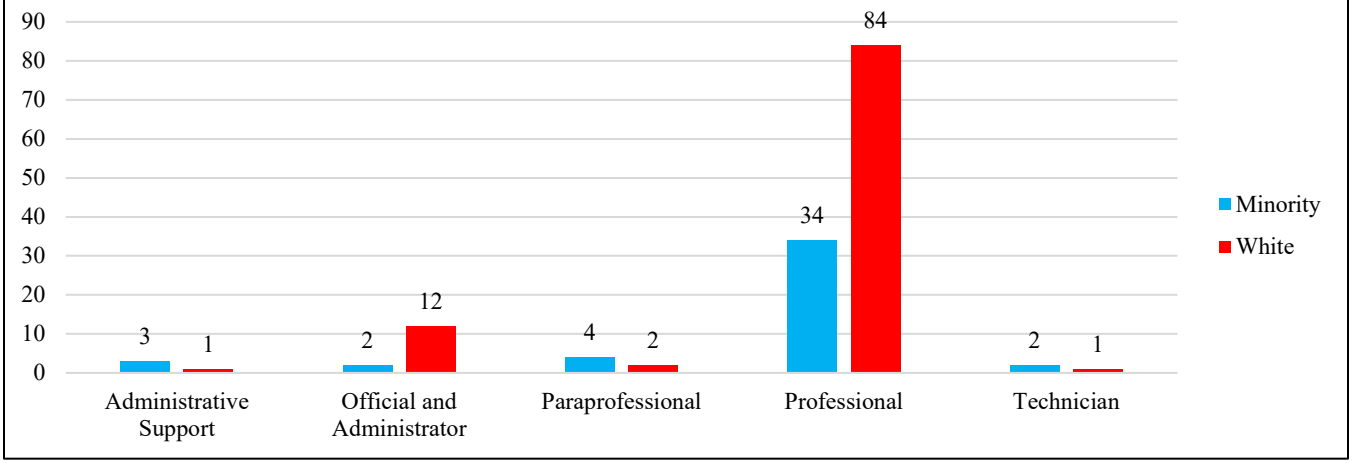
MCPL Career Employee Total: 145

Distribution by EEO-4 Job Category and Gender: Montgomery County Planning



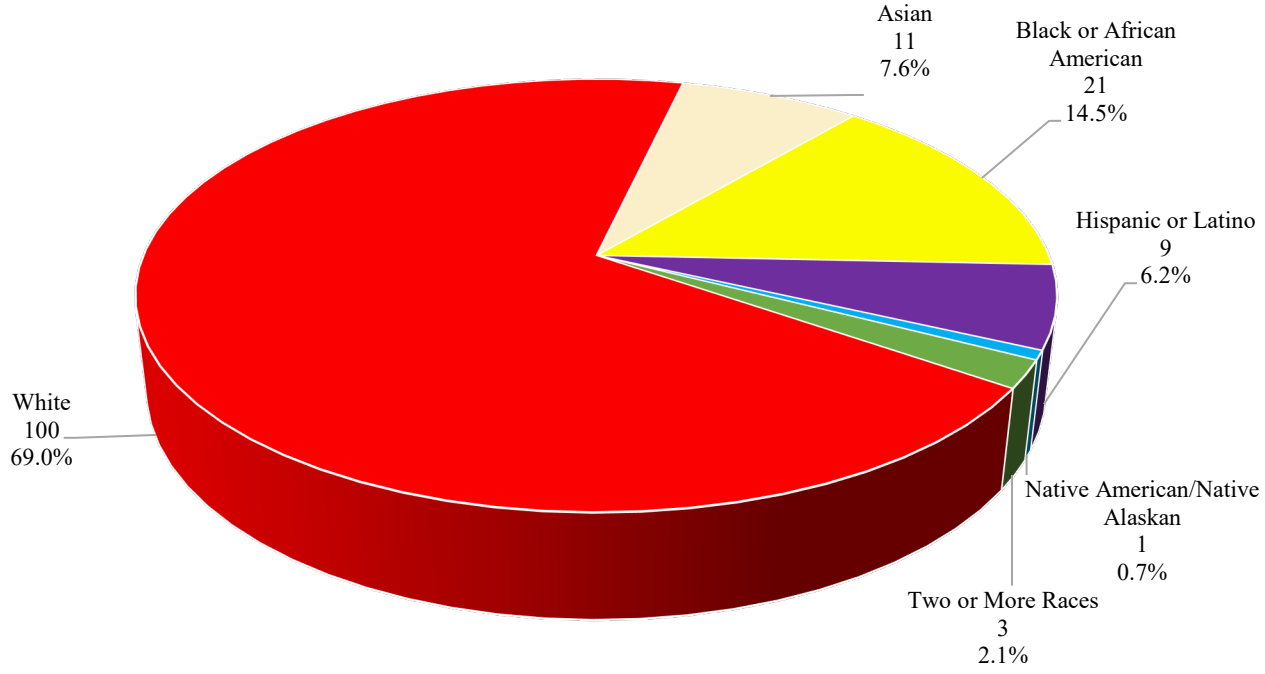
EEO-4 Job Category	Female	Male
Administrative Support	3	1
Official and Administrator	5	9
Paraprofessional	5	1
Professional	50	68
Technician	0	3
Total	**63**	**82**

Distribution by EEO-4 Job Category and Race/Ethnicity Montgomery County Planning

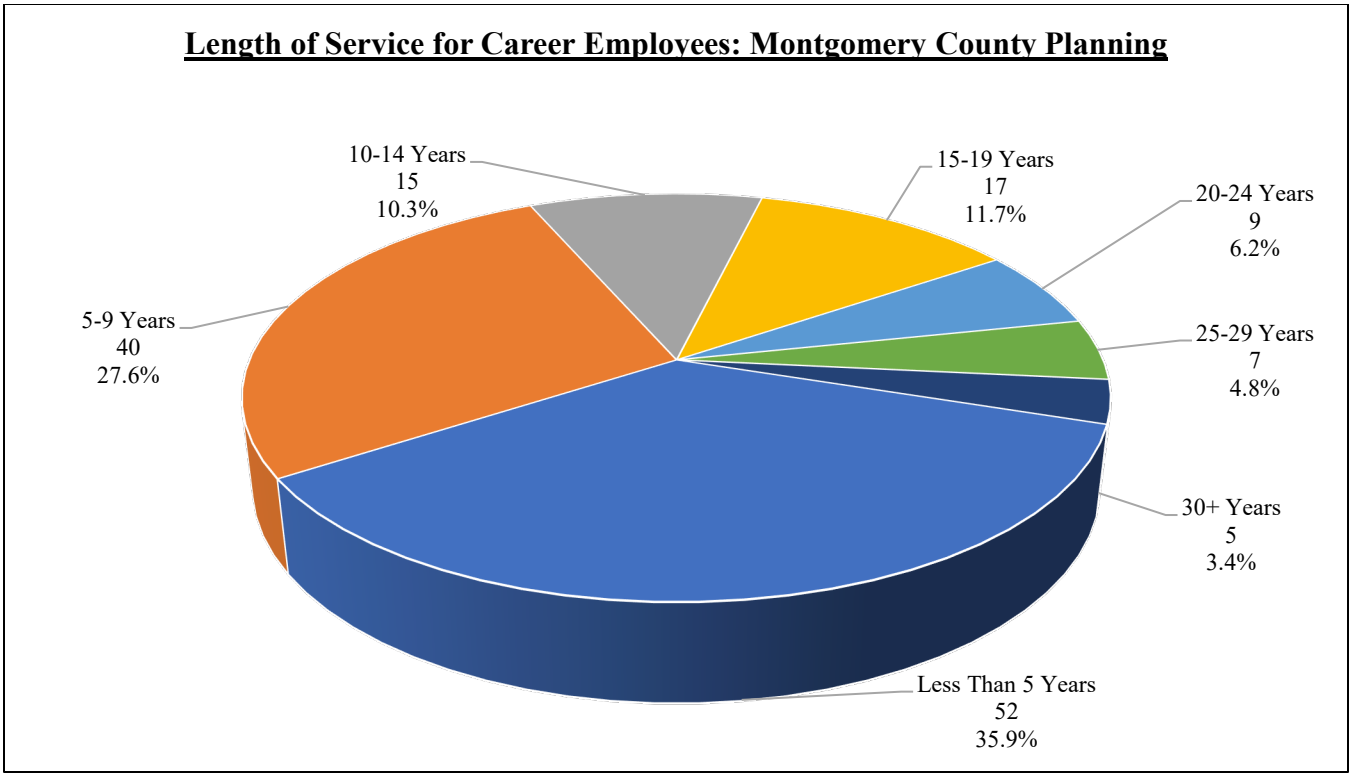


EEO-4 Job Category	Minority	White
Administrative Support	3	1
Official and Administrator	2	12
Paraprofessional	4	2
Professional	34	84
Technician	2	1
Total	**45**	**100**

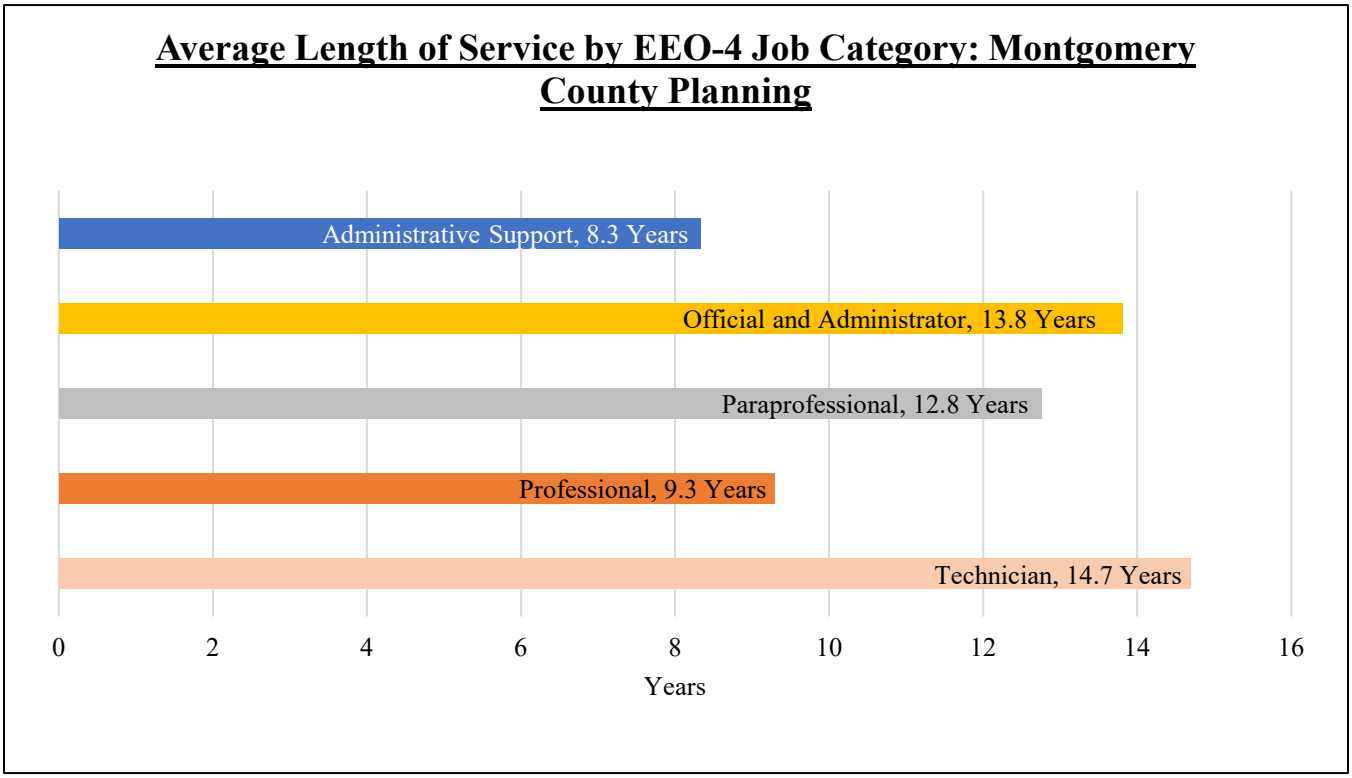
EEO-4 Race/Ethnicity: Montgomery County Planning



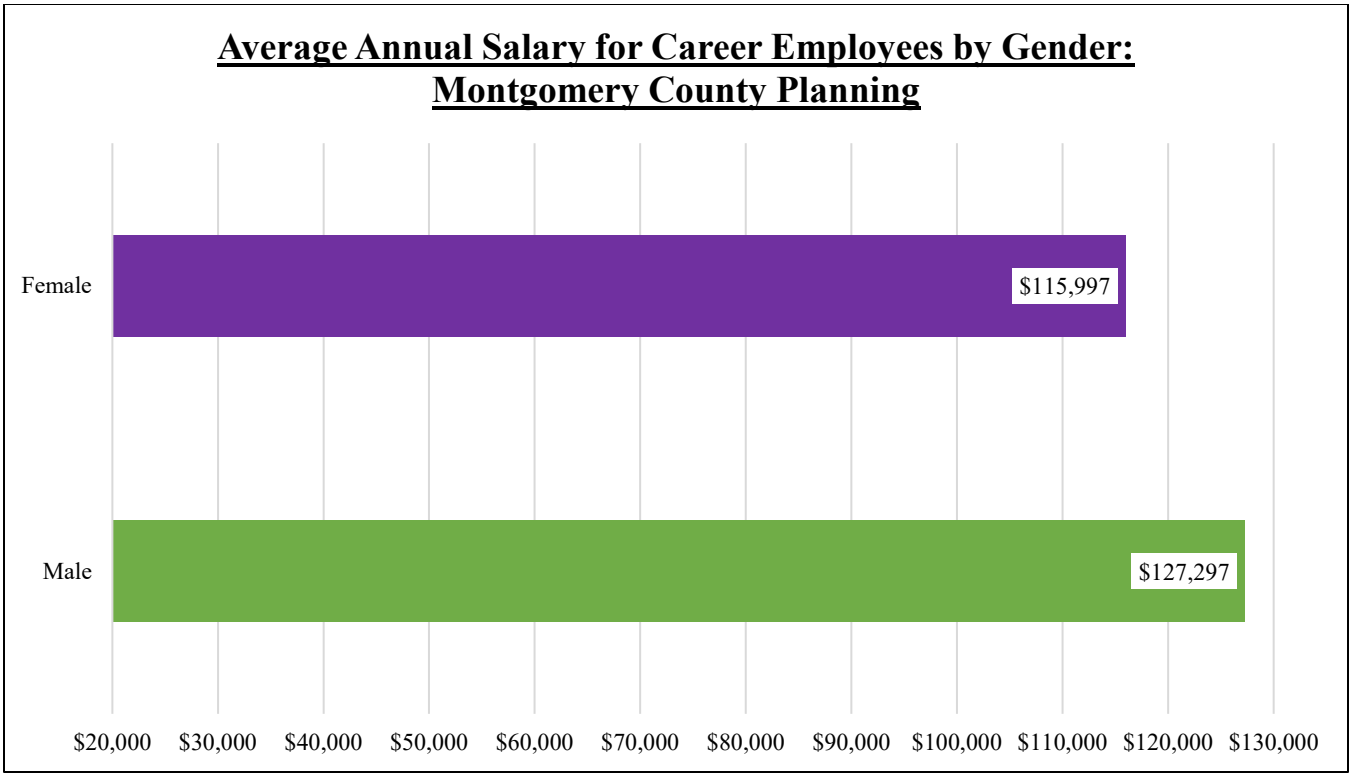
MCPL Career Employee Total: 145



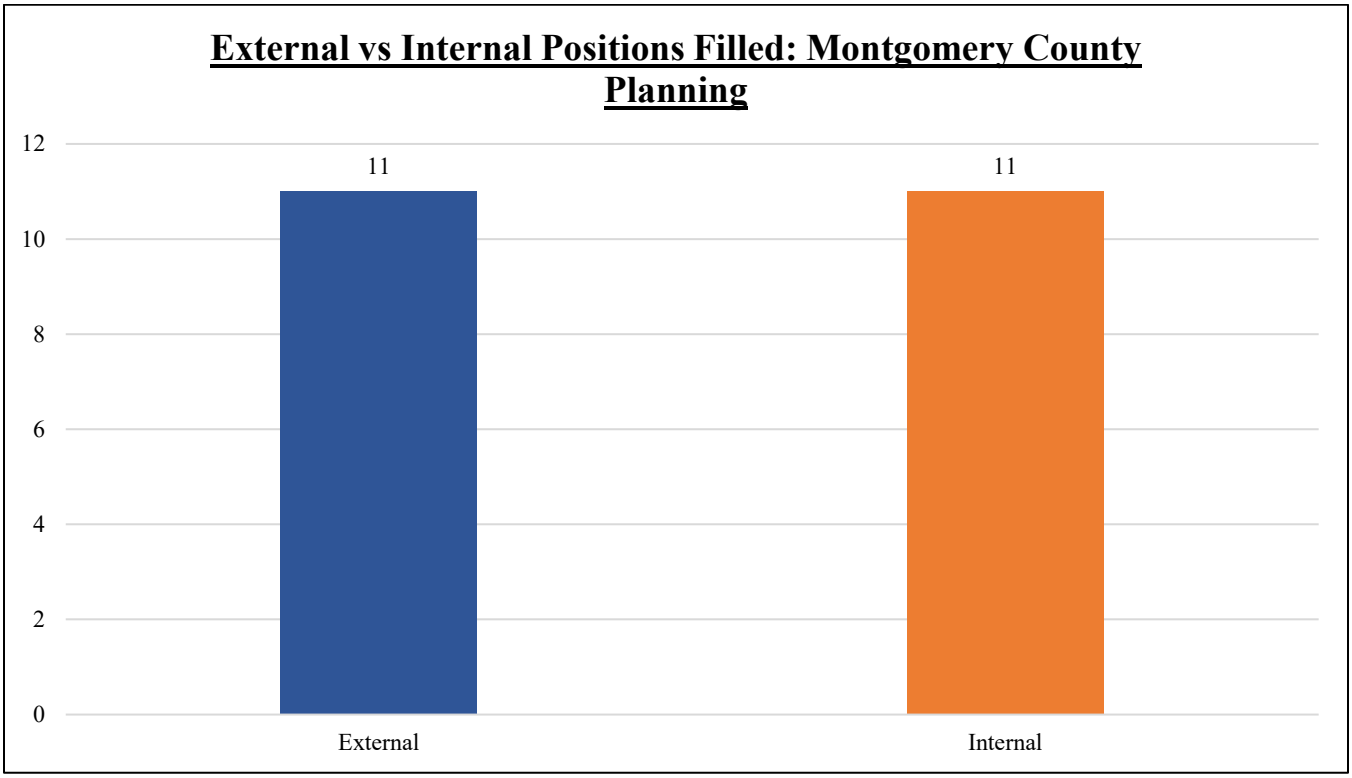
MCPL Career Employee Total: 145



MCPL Career Employee Total: 145



MCPL Average Salary: $122,387

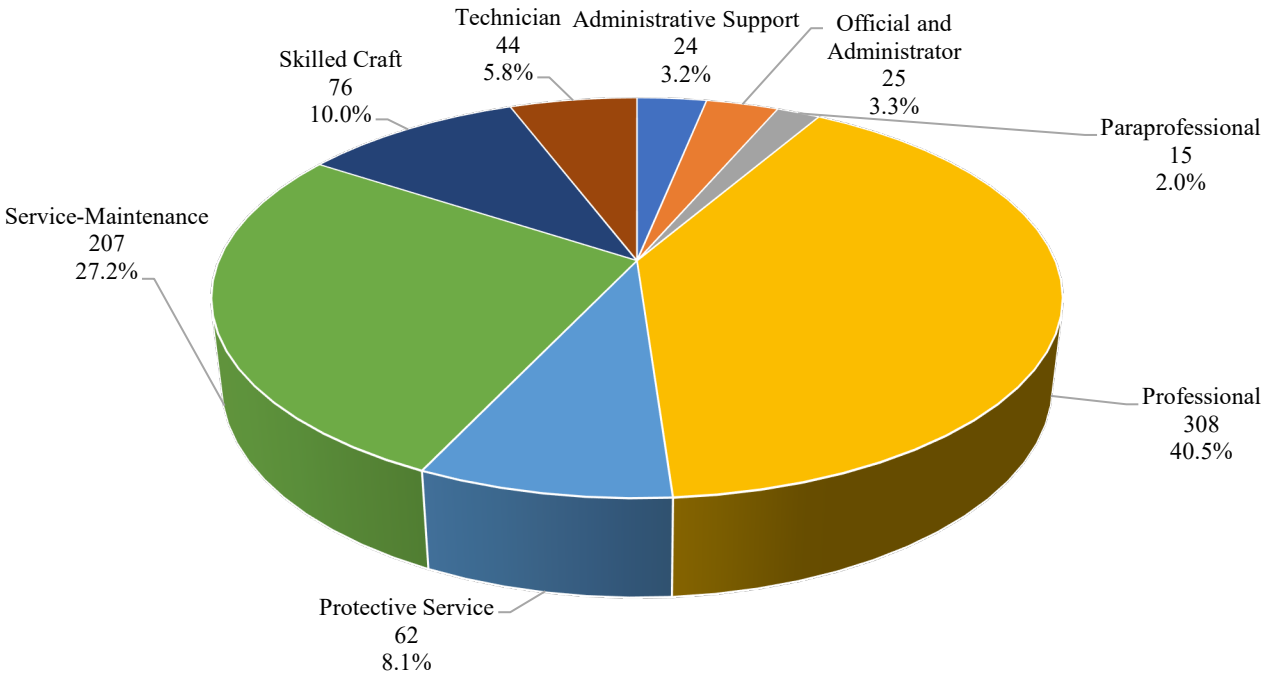


MCPL Positions Filled: 22

- The average time to fill for MCPL was 85 business days.
- There were 6 terminations in MCPL who left the Agency (4.1% of their workforce).
    - This does not include employees who remained with the Agency but left the Department.

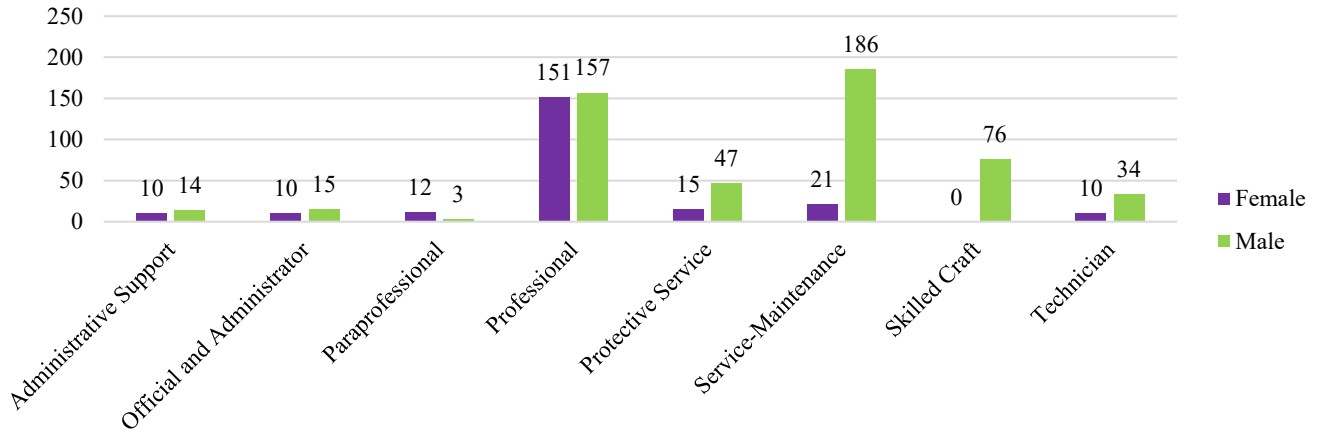
Montgomery County Department of Parks

EEO-4 Job Category: Montgomery County Parks



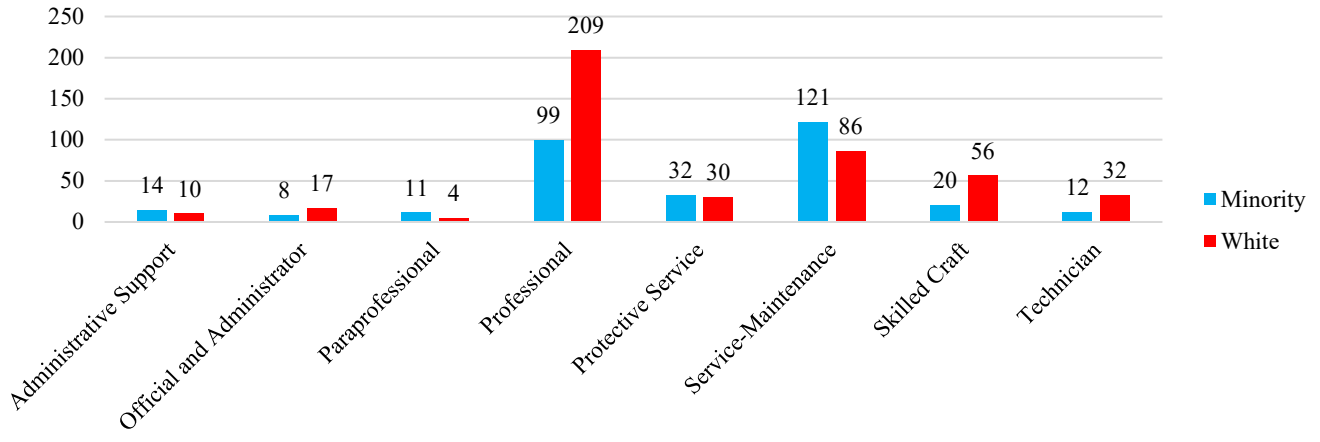
MCPK Career Employee Total: 761

Distribution by EEO-4 Job Category and Gender: Montgomery County Parks



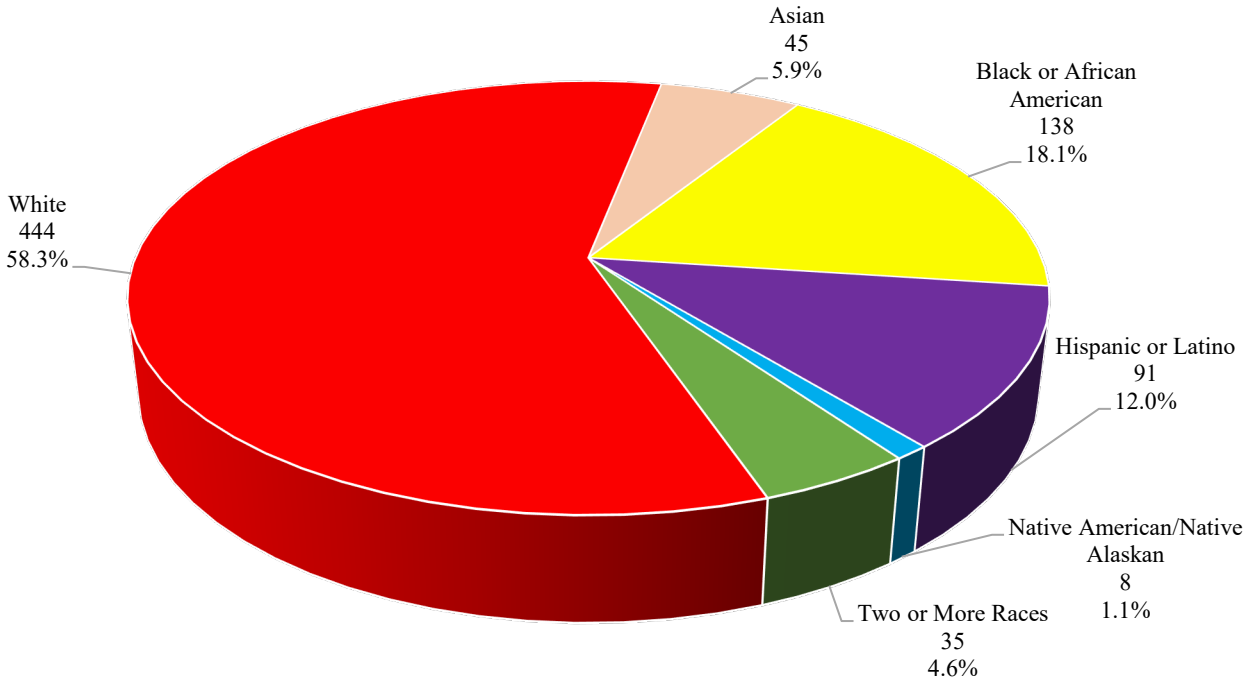
EEO-4 Job Category	Female	Male
Administrative Support	10	14
Official and Administrator	10	15
Paraprofessional	12	3
Professional	151	157
Protective Service	15	47
Service-Maintenance	21	186
Skilled Craft	0	76
Technician	10	34
Total	**229**	**532**

Distribution by EEO-4 Job Category and Race/Ethnicity: Montgomery County Parks

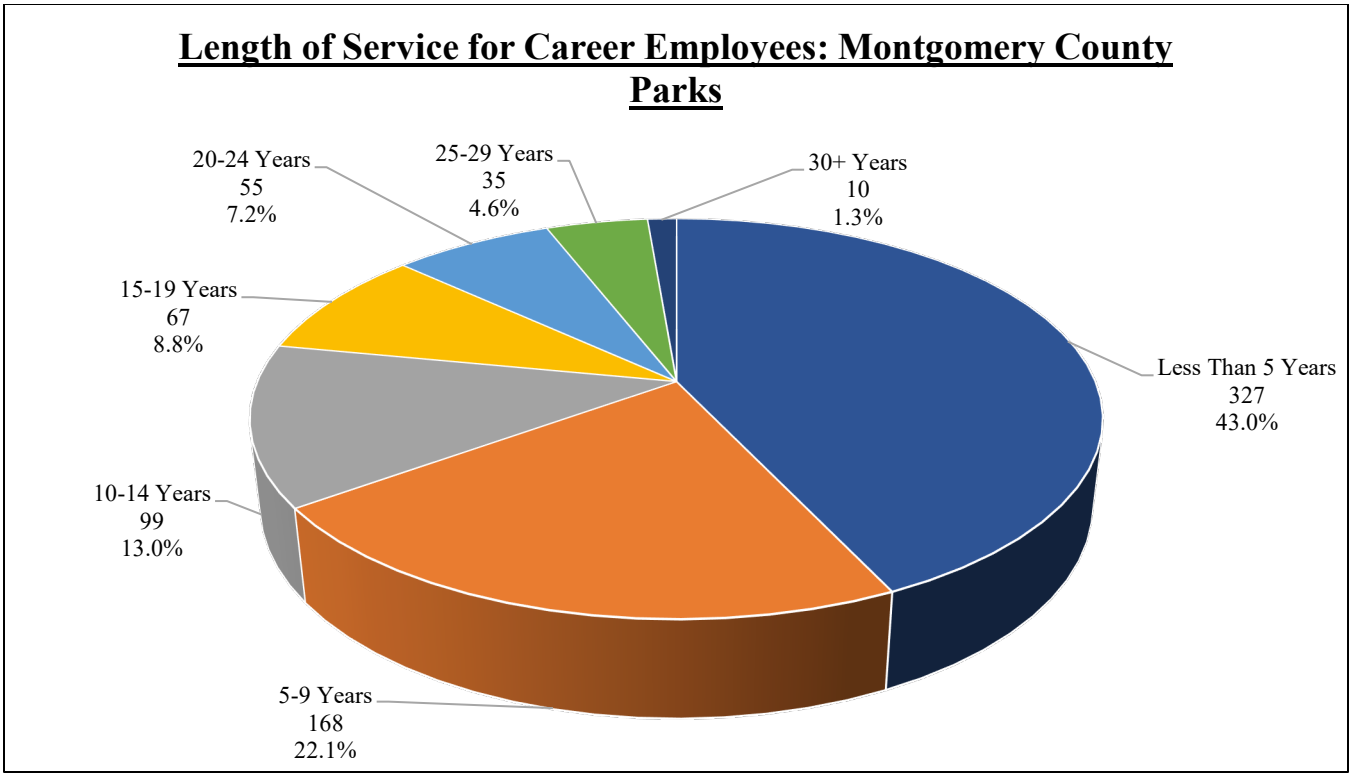


EEO-4 Job Category	Minority	White
Administrative Support	14	10
Official and Administrator	8	17
Paraprofessional	11	4
Professional	99	209
Protective Service	32	30
Service-Maintenance	121	86
Skilled Craft	20	56
Technician	12	32
Total	**317**	**444**

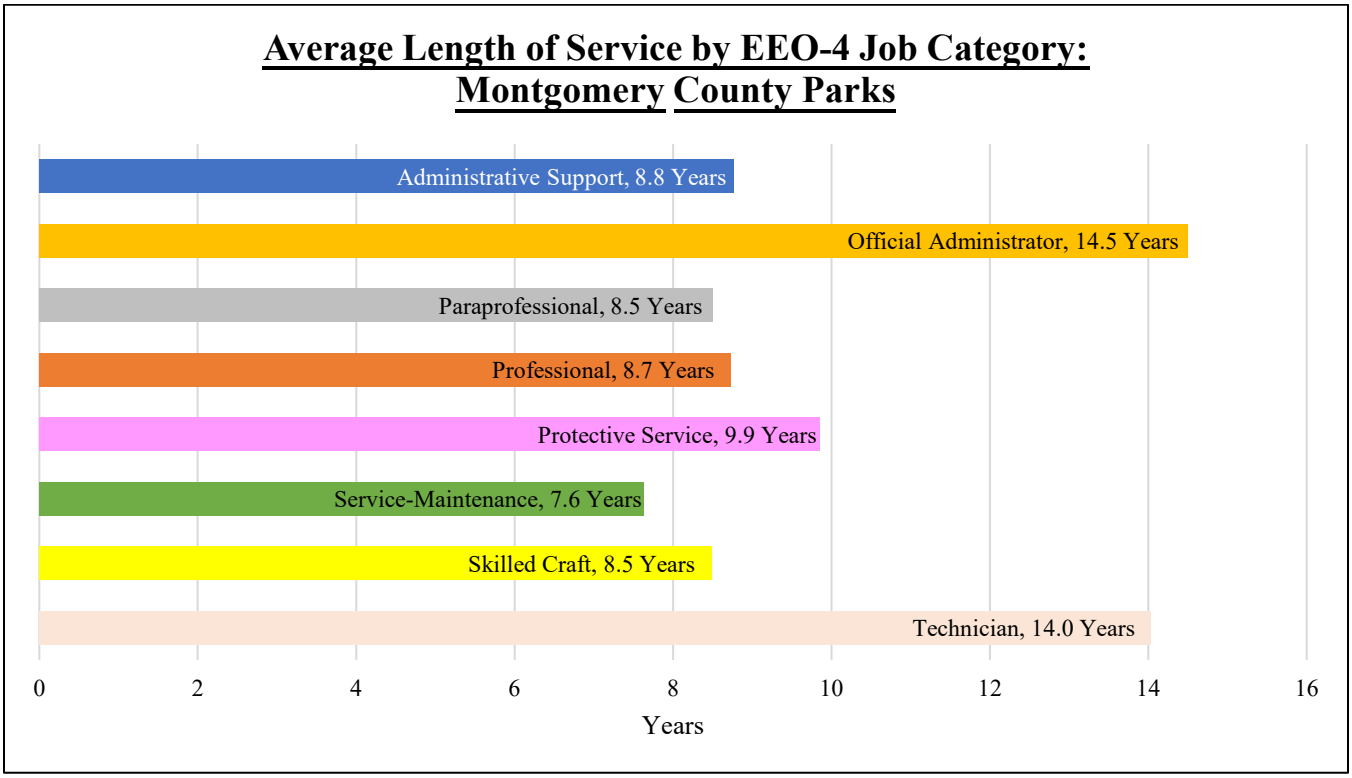
EEO-4 Race/Ethnicity: Montgomery County Parks



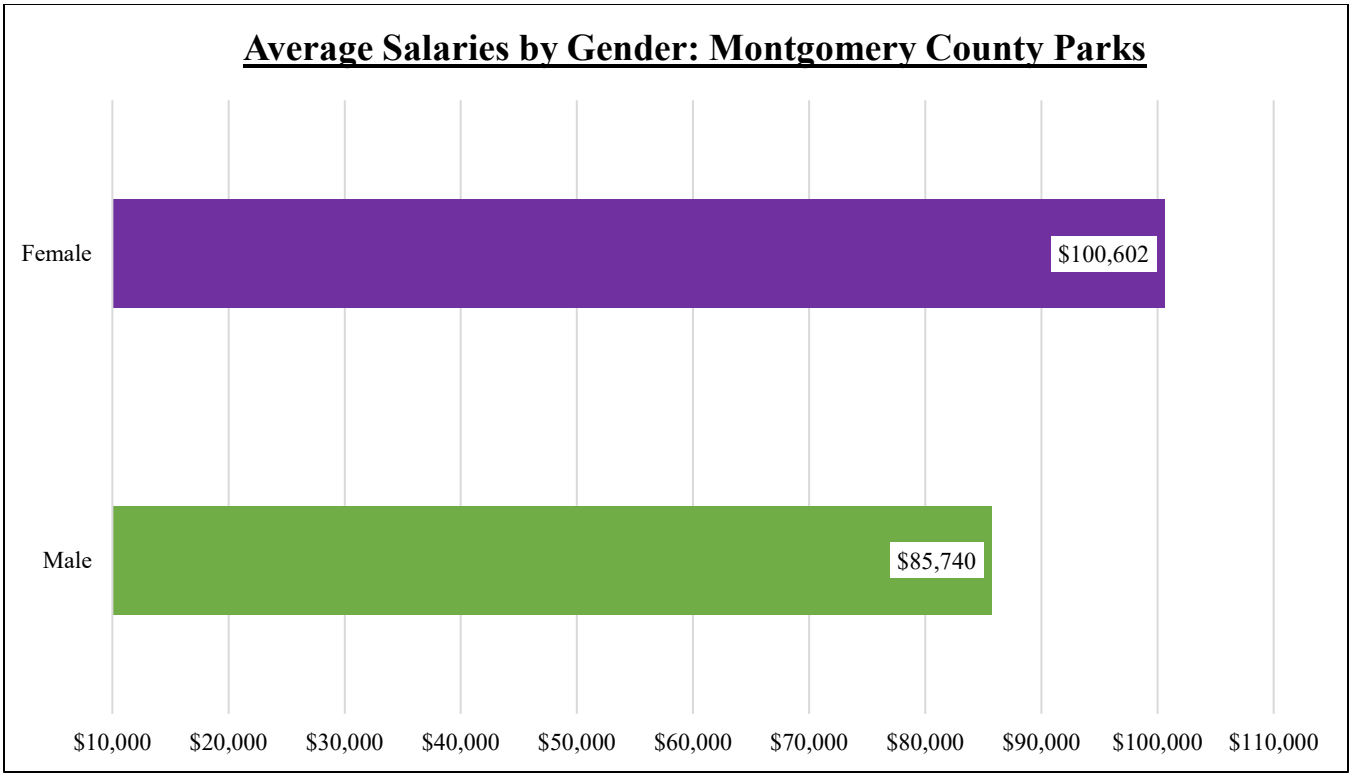
MCPK Career Employees Total: 761



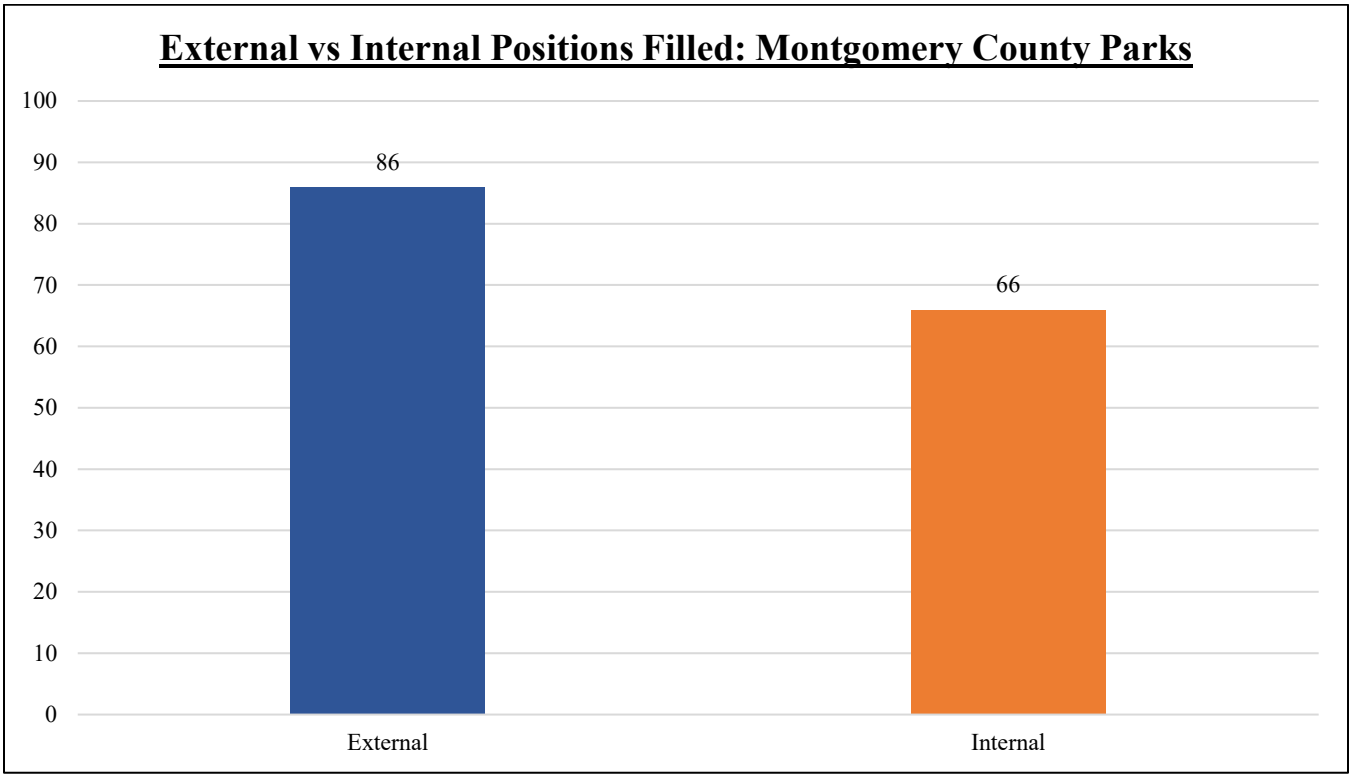
MCPK Career Employees Total: 761



MCPK Career Employees Total: 761



MCPK Average Salary: $90,212



MCPK Positions Filled: 152

- The average time to fill for MCPK was 88 business days.
- There were 52 terminations in MCPK who left the Agency. (6.8% of their workforce).
    - This does not include employees who remained with the Agency but left the Department.

M-NCPPC Prince George's County

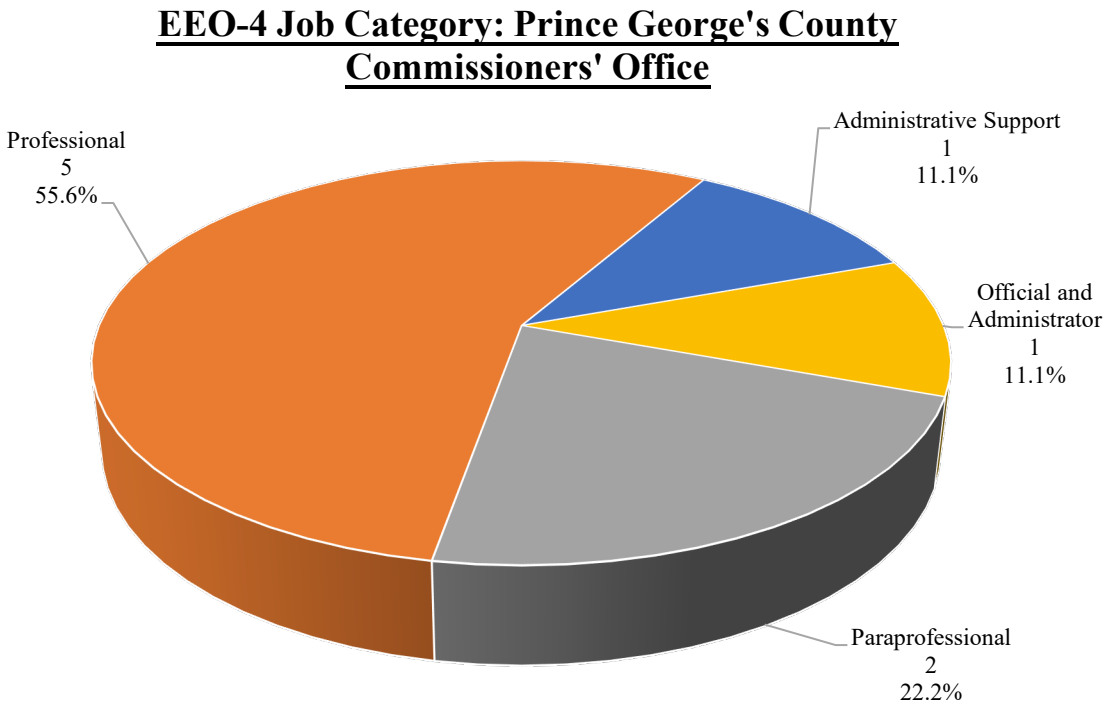
M-NCPPC Prince George's County

Commissioners' Office

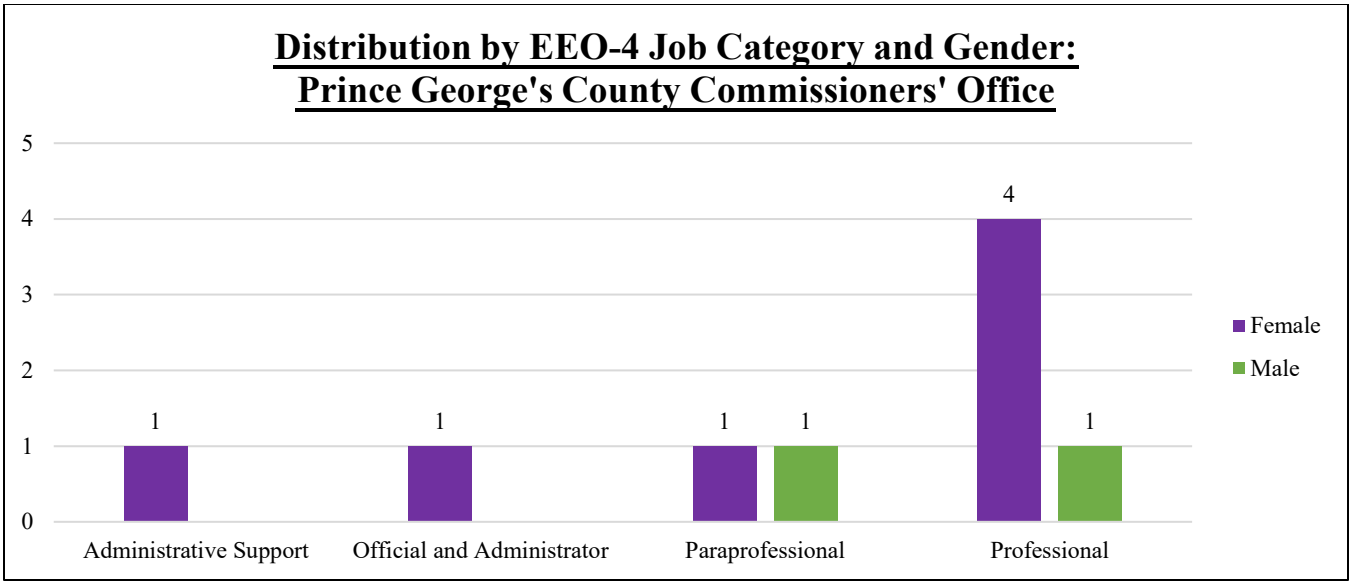
Department of Planning

Department of Parks and Recreation

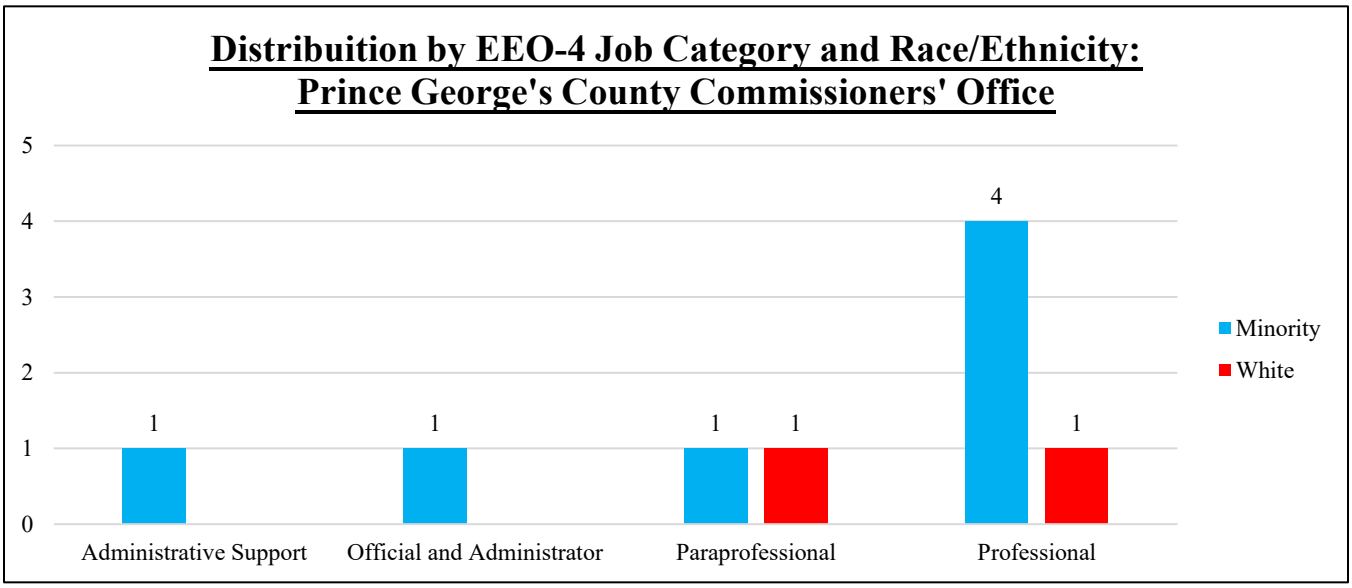
Prince George's County Commissioners' Office



PGCCO Career Employee Total: 9

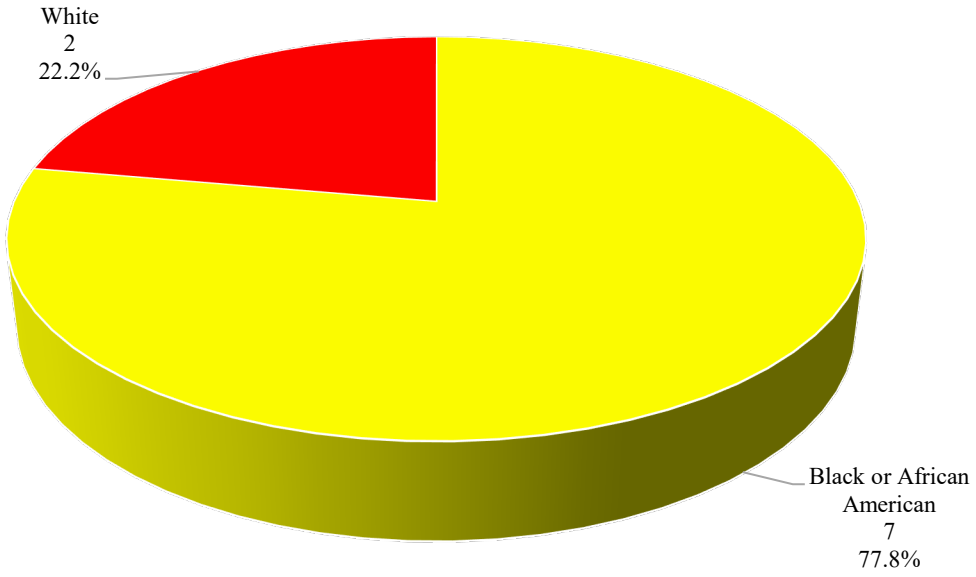


EEO-4 Job Category	Female	Male
Administrative Support	1	0
Official and Administrator	1	0
Paraprofessional	1	1
Professional	4	1
Total	**7**	**2**

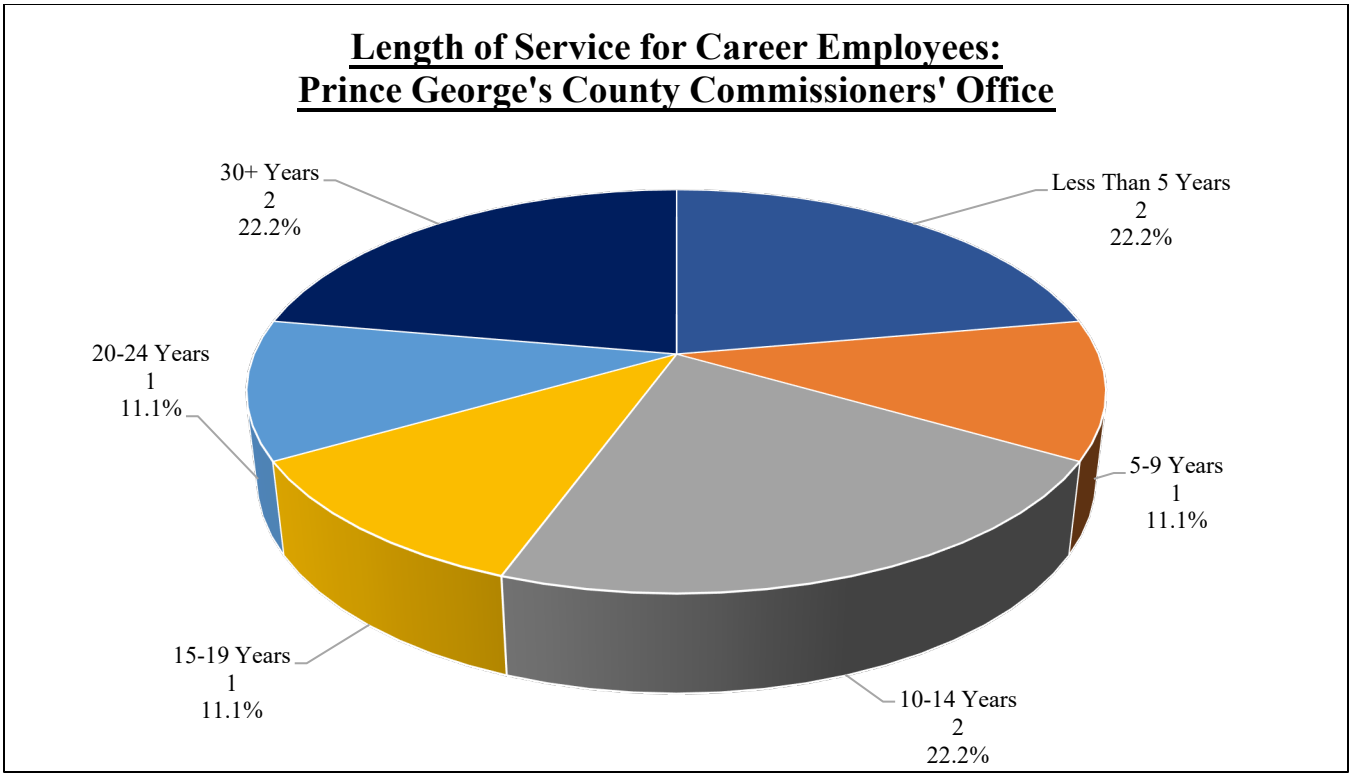


EEO-4 Job Category	Minority	White
Administrative Support	1	0
Official and Administrator	1	0
Paraprofessional	1	1
Professional	4	1
Total	**7**	**2**

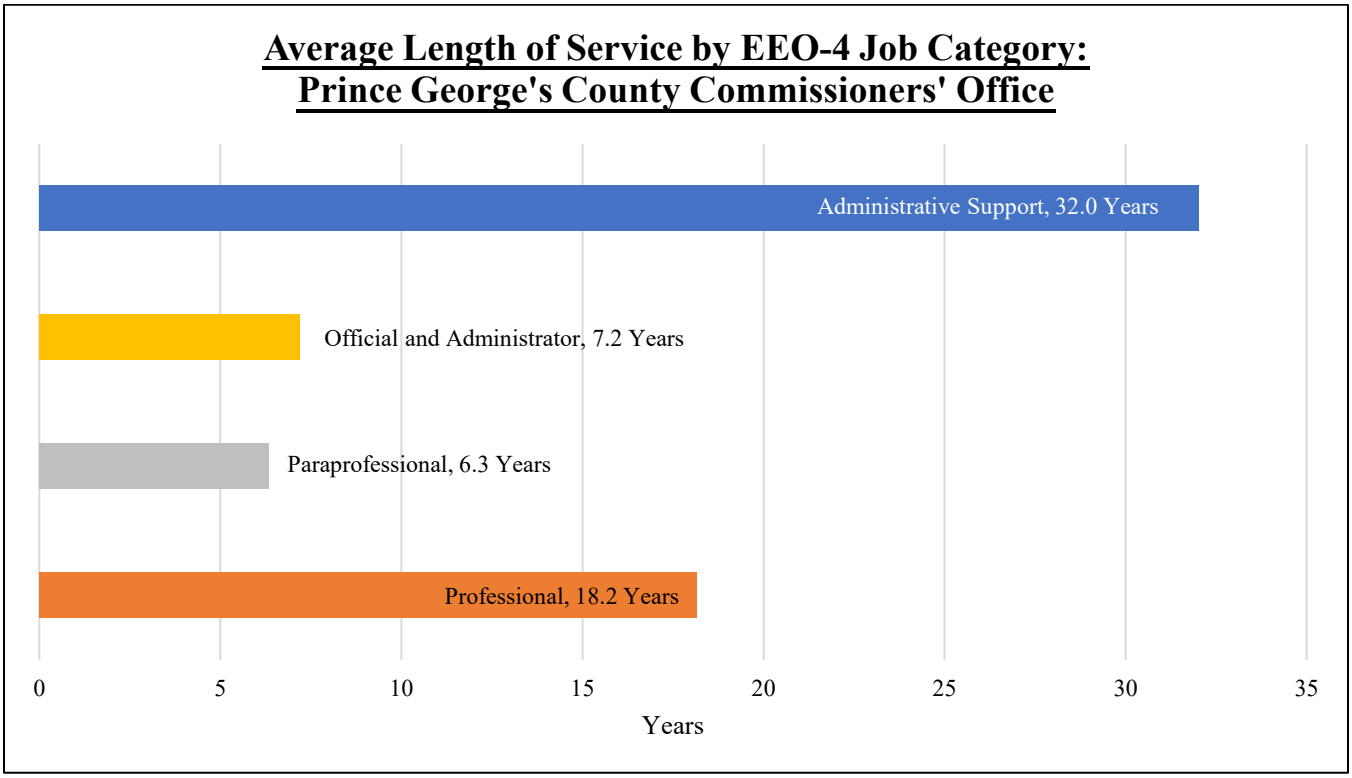
EEO-4 Race/Ethnicity:
Prince George's County Commissioners' Office



PGCCO Career Employee Total: 9



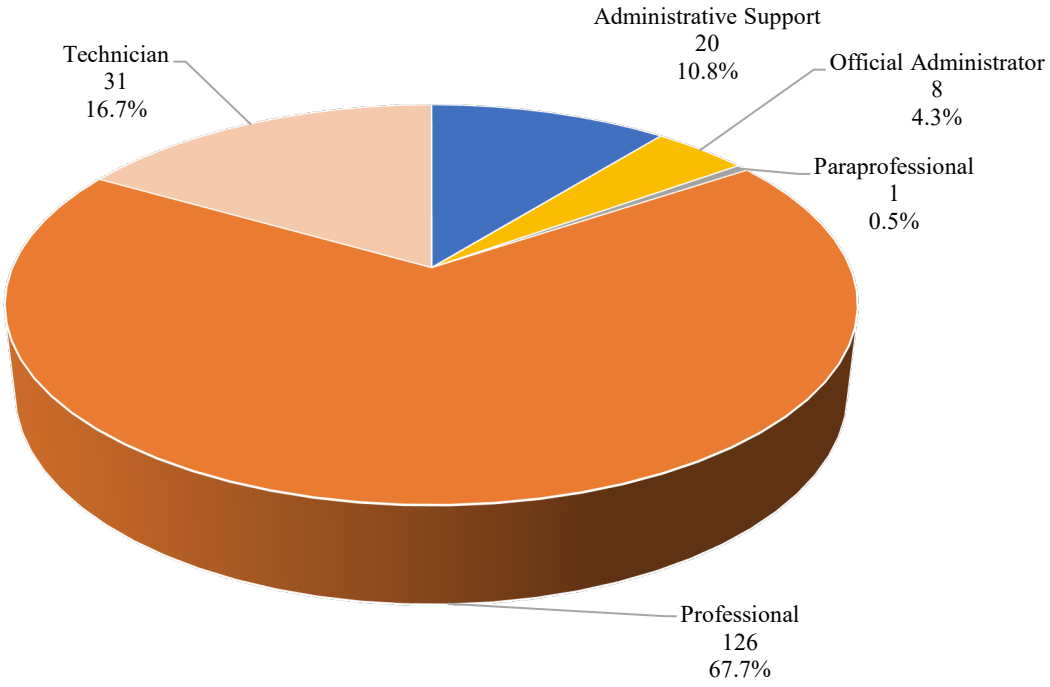
PGCCO Career Employee Total: 9



PGCCO Career Employee Total: 9

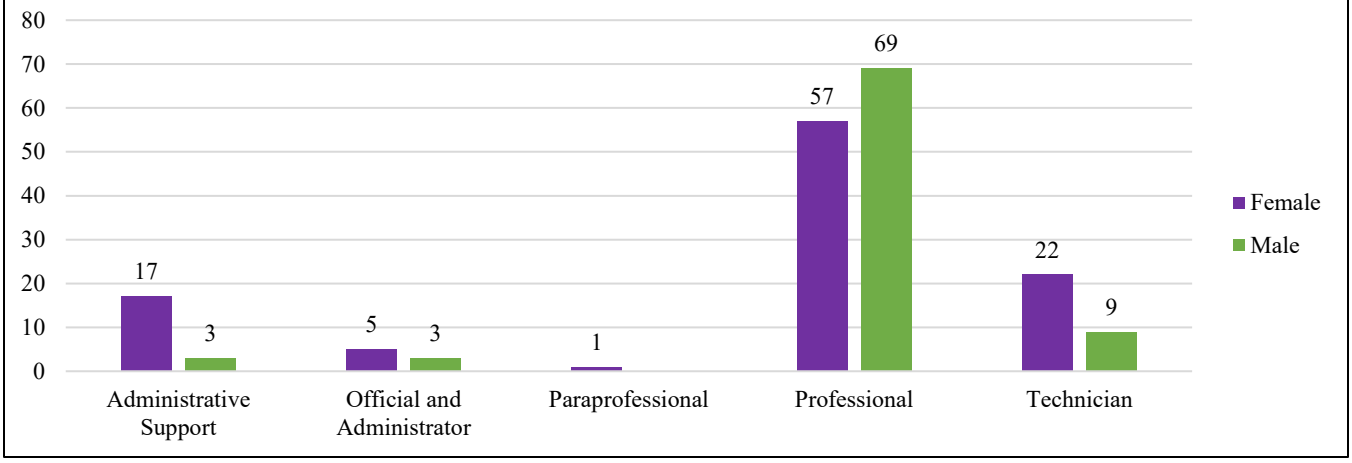
Prince George's County Planning

EEO-4 Job Category: Prince George's County Department of Planning



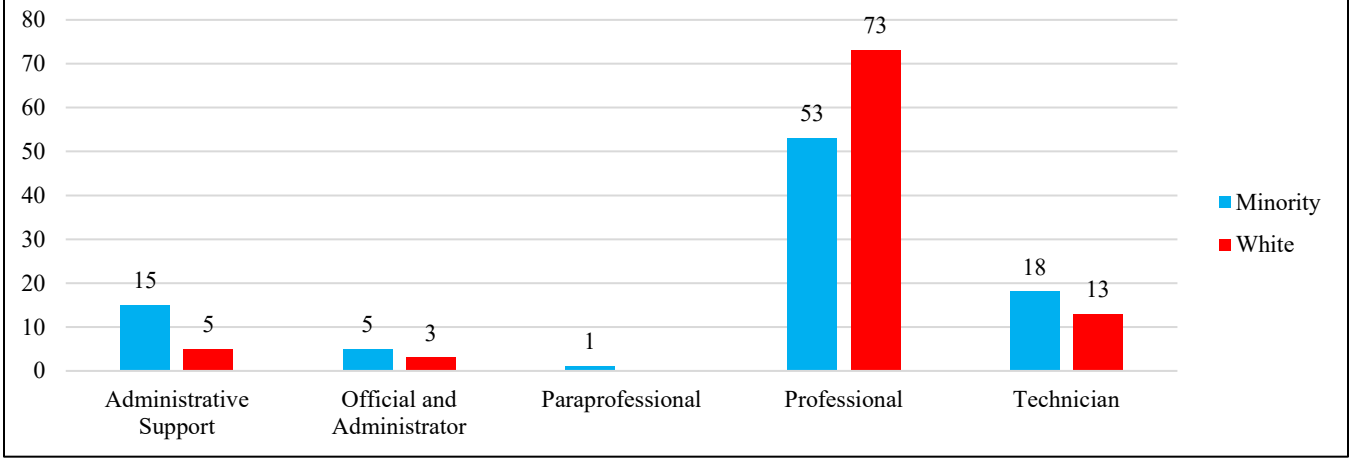
PGPL Career Employee Total: 186

Distribution by EEO-4 Job Category and Gender: Prince George's County Planning



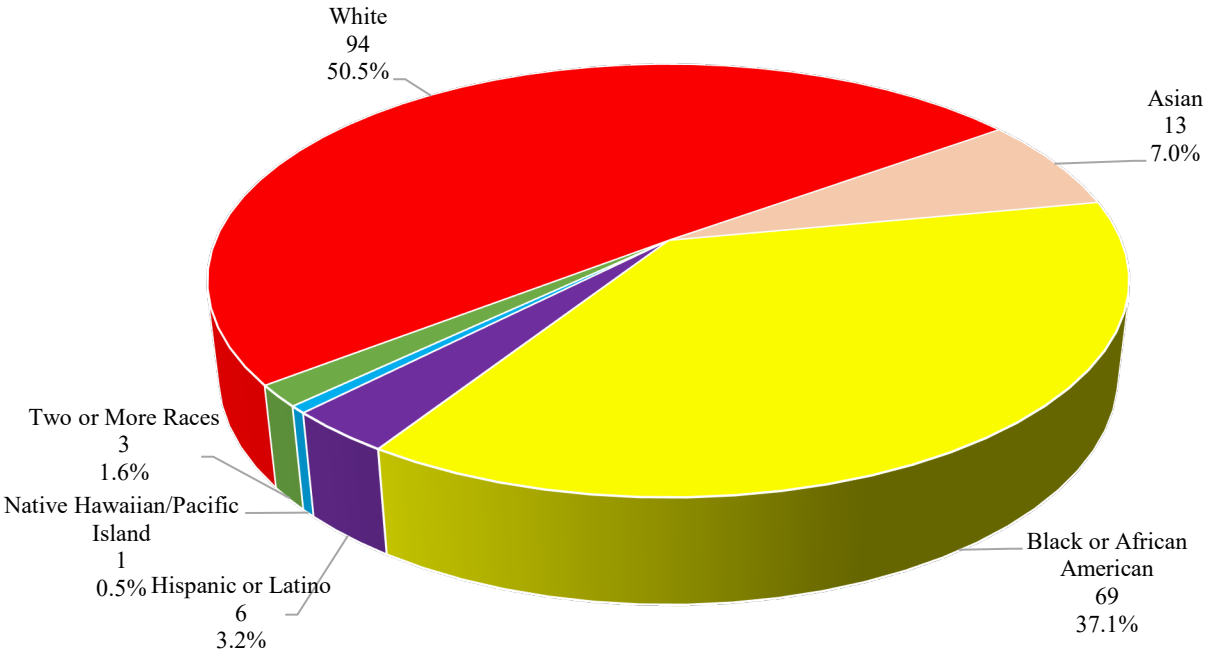
EEO-4 Job Category	Female	Male
Administrative Support	17	3
Official and Administrator	5	3
Paraprofessional	1	0
Professional	57	69
Technician	22	9
Total	**102**	**84**

Distribution by EEO-4 Job Category and Race/Ethnicity: Prince George's County Planning

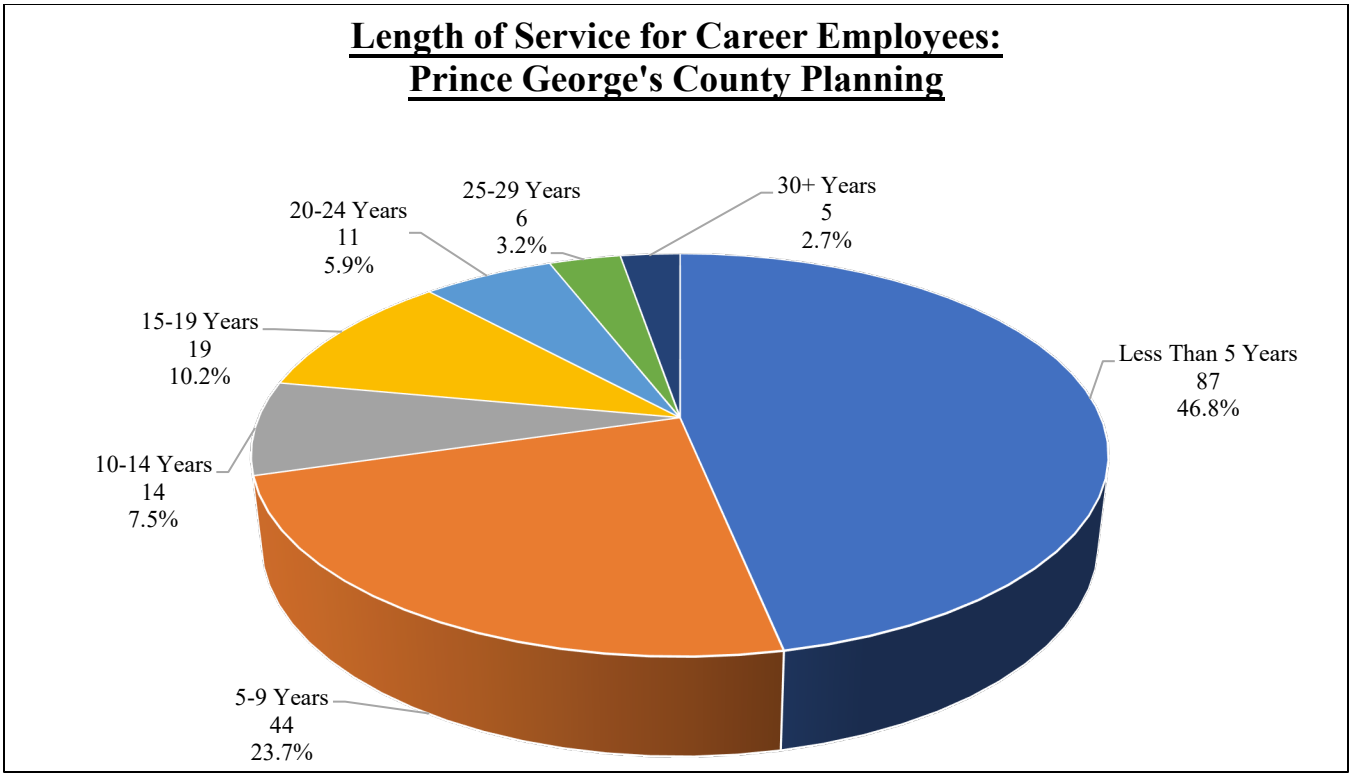


EEO-4 Job Category	Minority	White
Administrative Support	15	5
Official and Administrator	5	3
Paraprofessional	1	0
Professional	53	73
Technician	18	13
Total	**92**	**94**

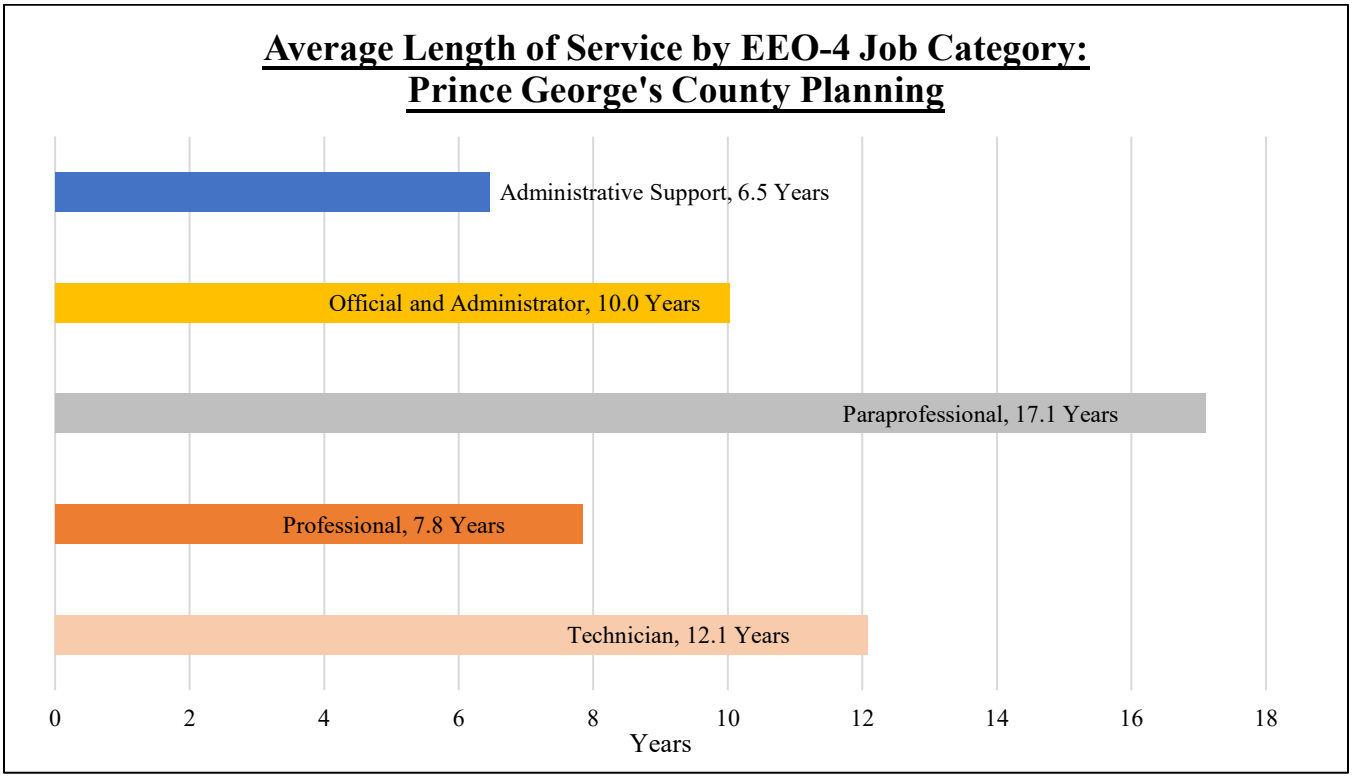
EEO-4 Race/Ethnicity: Prince George's County Planning



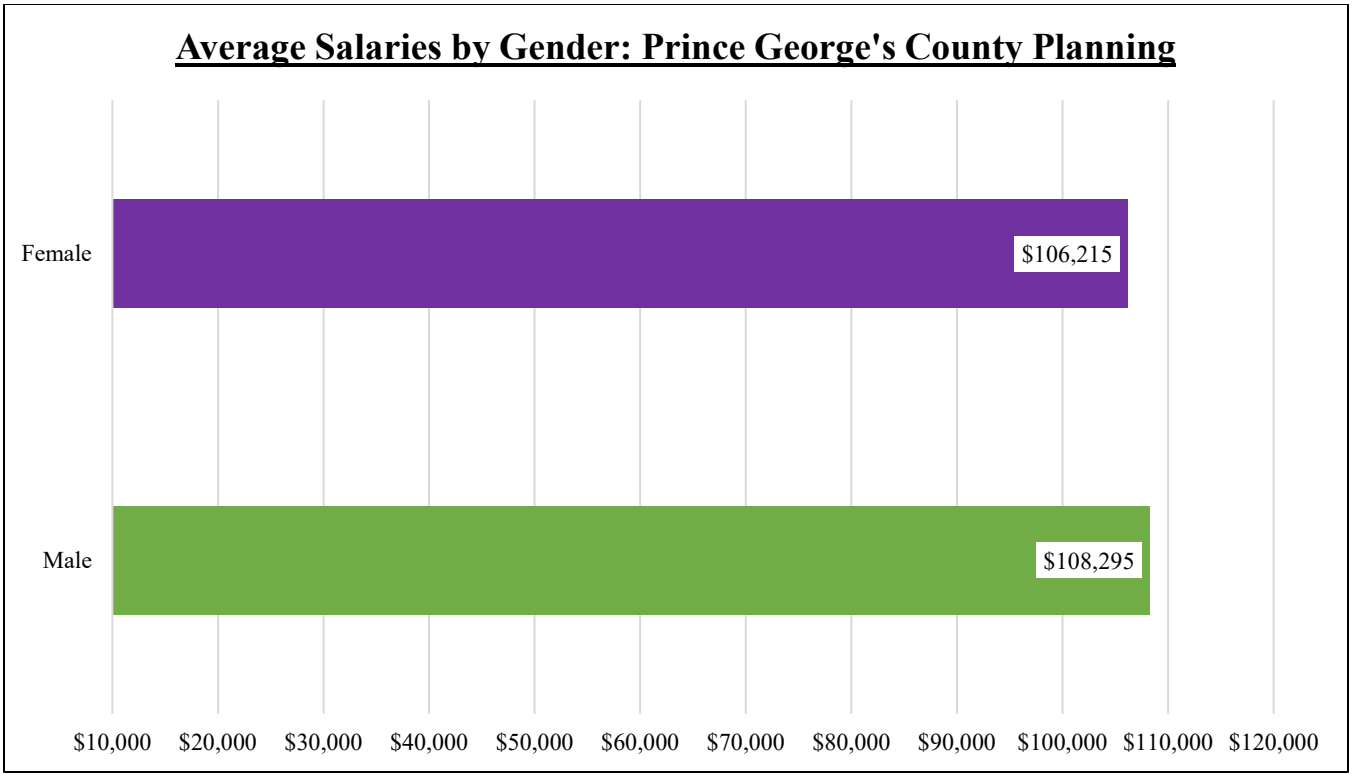
PGPL Career Employee Total: 186



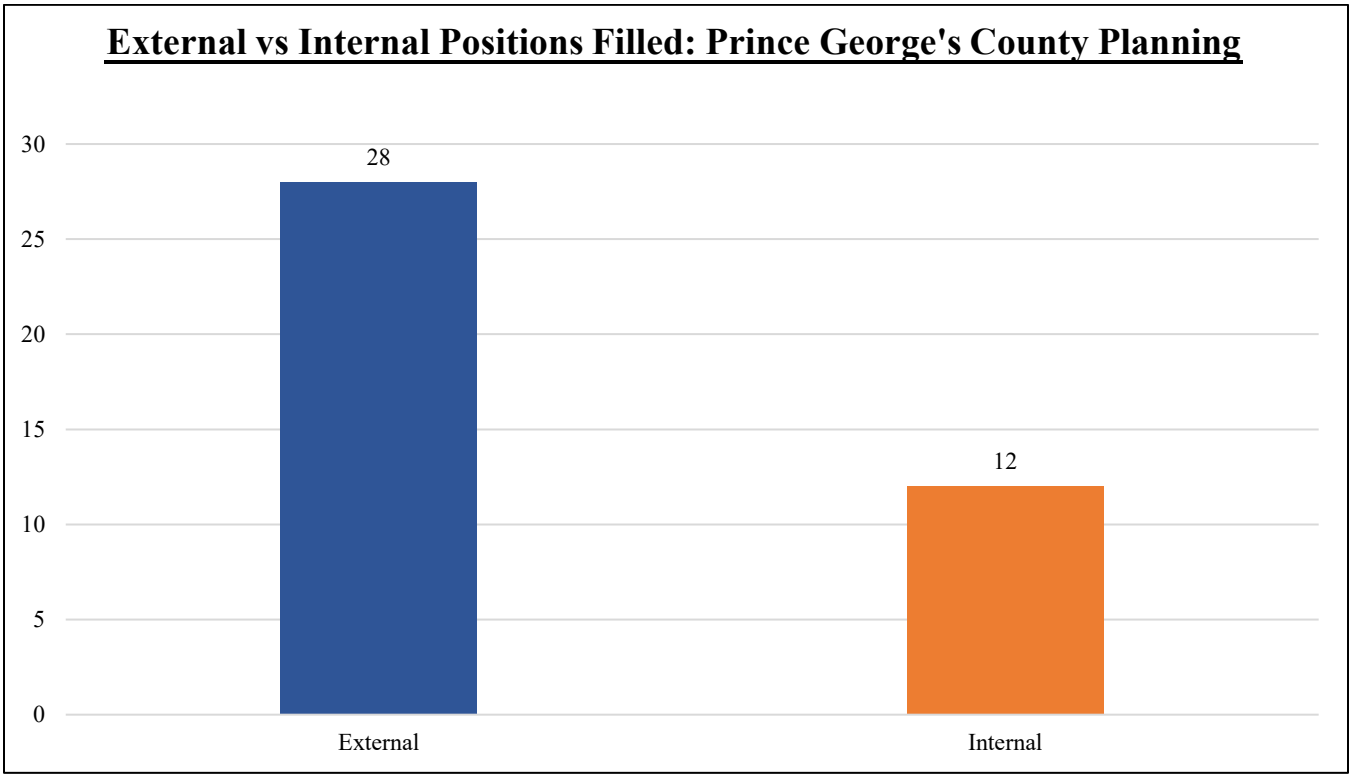
PGPL Career Employee Total: 186



PGPL Career Employee Total: 186



- PGPL Average Salary: $107,154

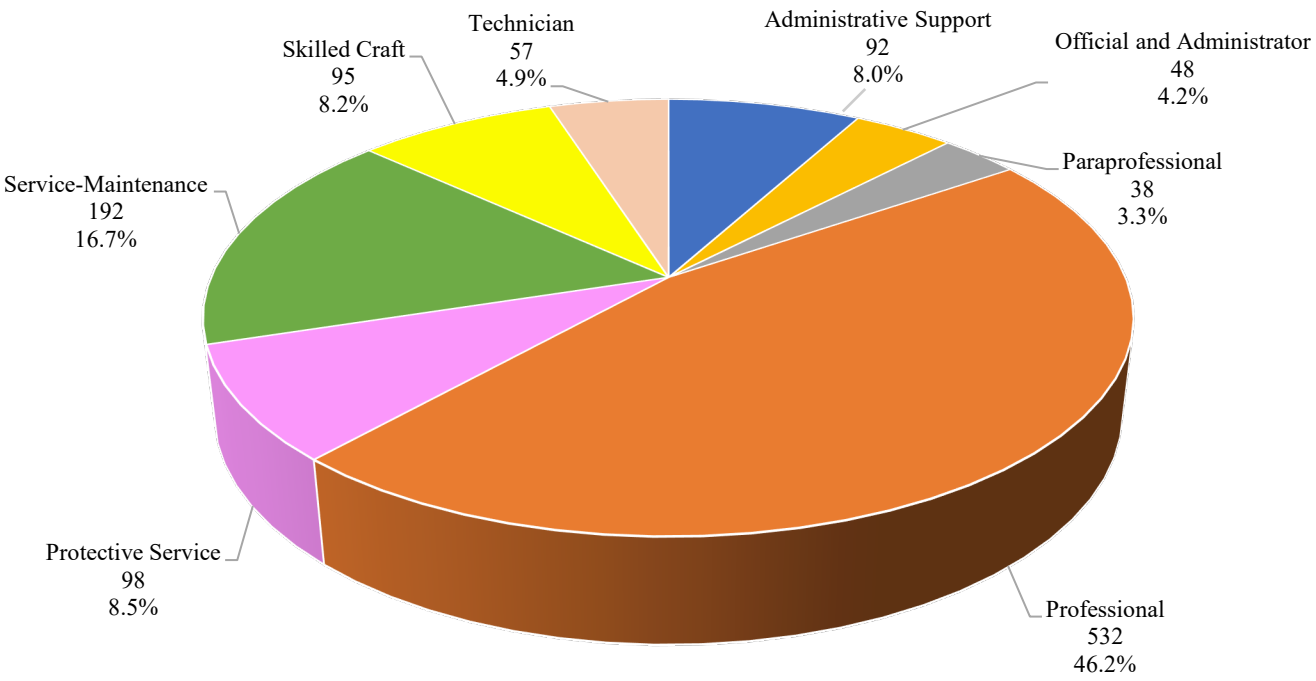


PGPL Positions Filled: 40

- The average time to fill for PGPL was 113 business days.
- There were 21 terminations in PGPL who left the Agency. (11.3% of their workforce).
    - This does not include employees who remained with the Agency but left the Department.

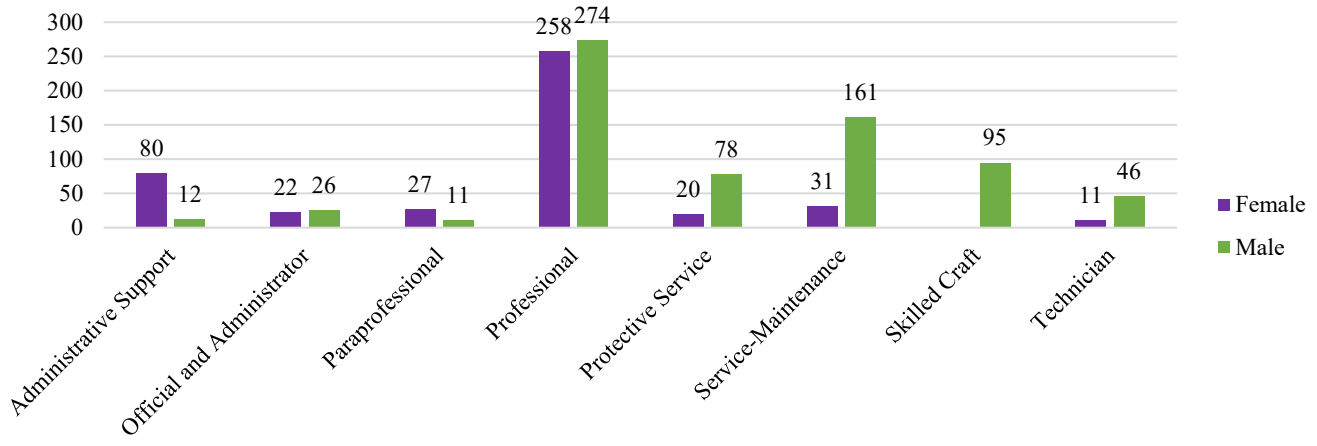
Prince George's County Parks and Recreation

EEO-4 Job Category: Prince George's County Parks and Recreation



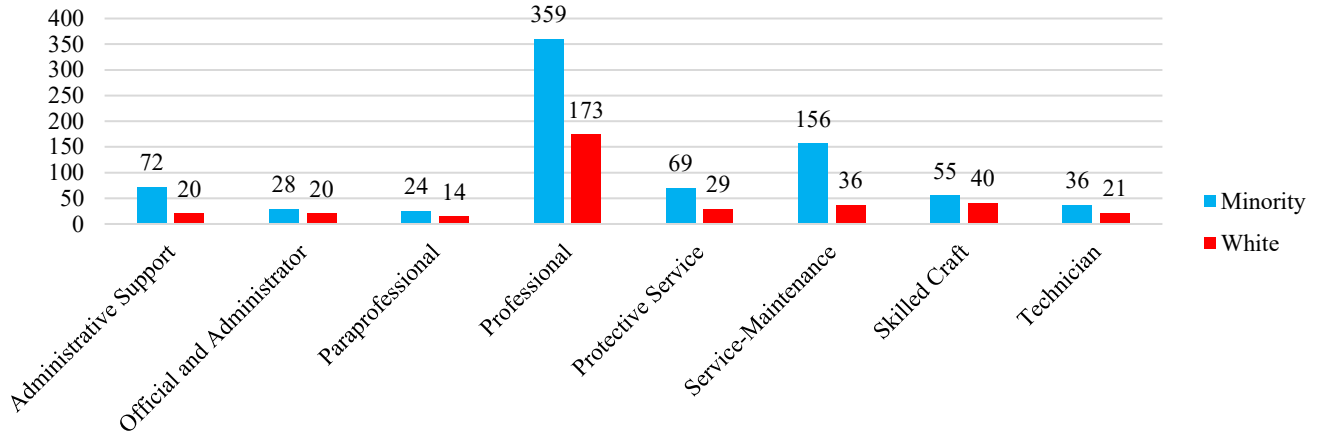
PGPR Career Employee Total: 1,152

Distribution by EEO-4 Job Category and Gender: Prince George's County Parks and Recreation



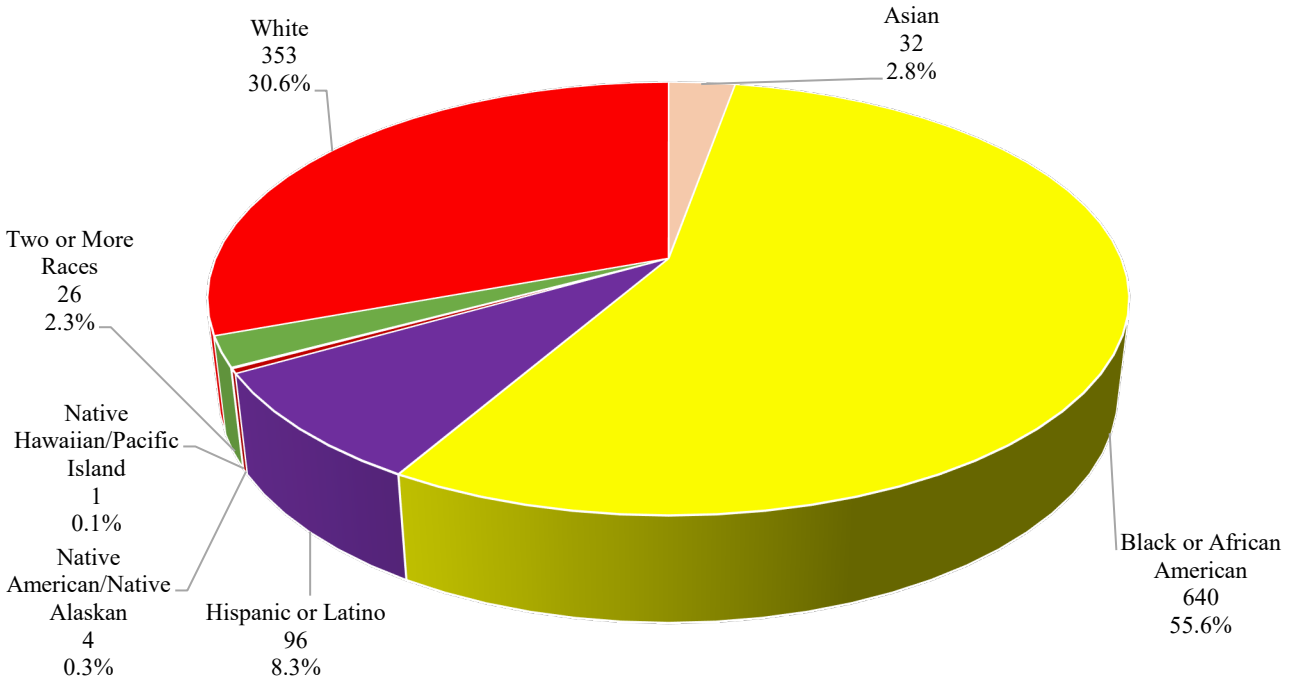
EEO-4 Job Category	Female	Male
Administrative Support	80	12
Official and Administrator	22	26
Paraprofessional	27	11
Professional	258	274
Protective Service	20	78
Service-Maintenance	31	161
Skilled Craft	0	95
Technician	11	46
Total	**449**	**703**

Distribution by EEO-4 Job Category and Race/Ethnicity: Prince George's County Parks and Recreation

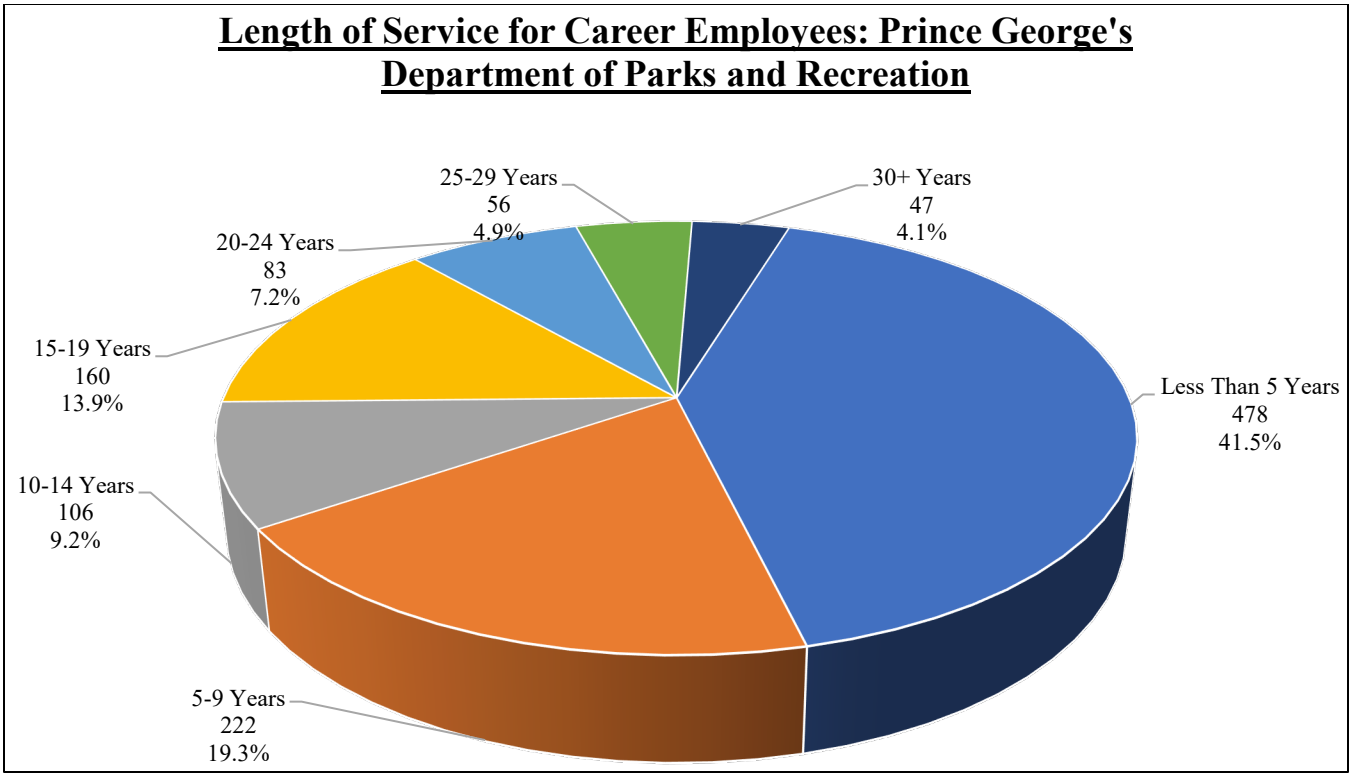


EEO-4 Job Category	Minority	White
Administrative Support	72	20
Official and Administrator	28	20
Paraprofessional	24	14
Professional	359	173
Protective Service	69	29
Service-Maintenance	156	36
Skilled Craft	55	40
Technician	36	21
Total	**799**	**353**

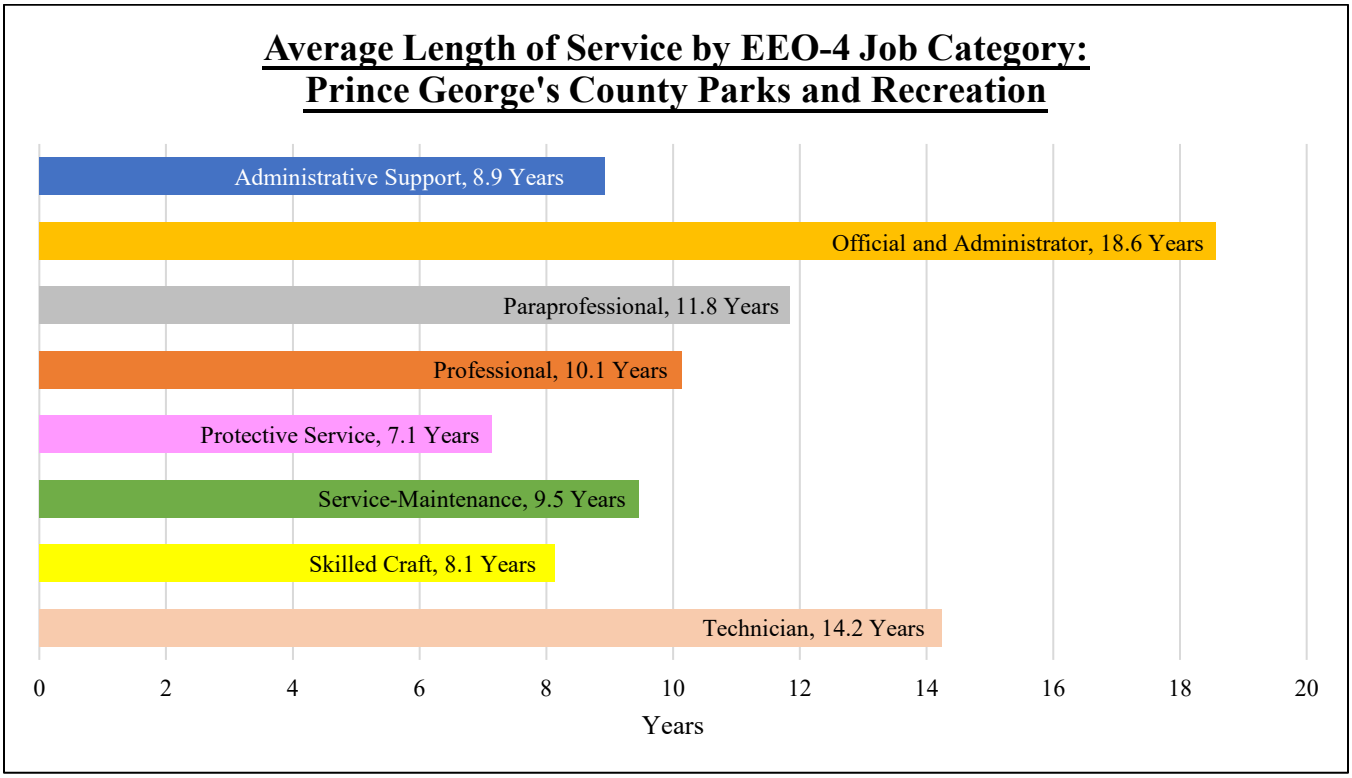
EEO-4 Race/Ethnicity: Prince George's County Parks and Recreation



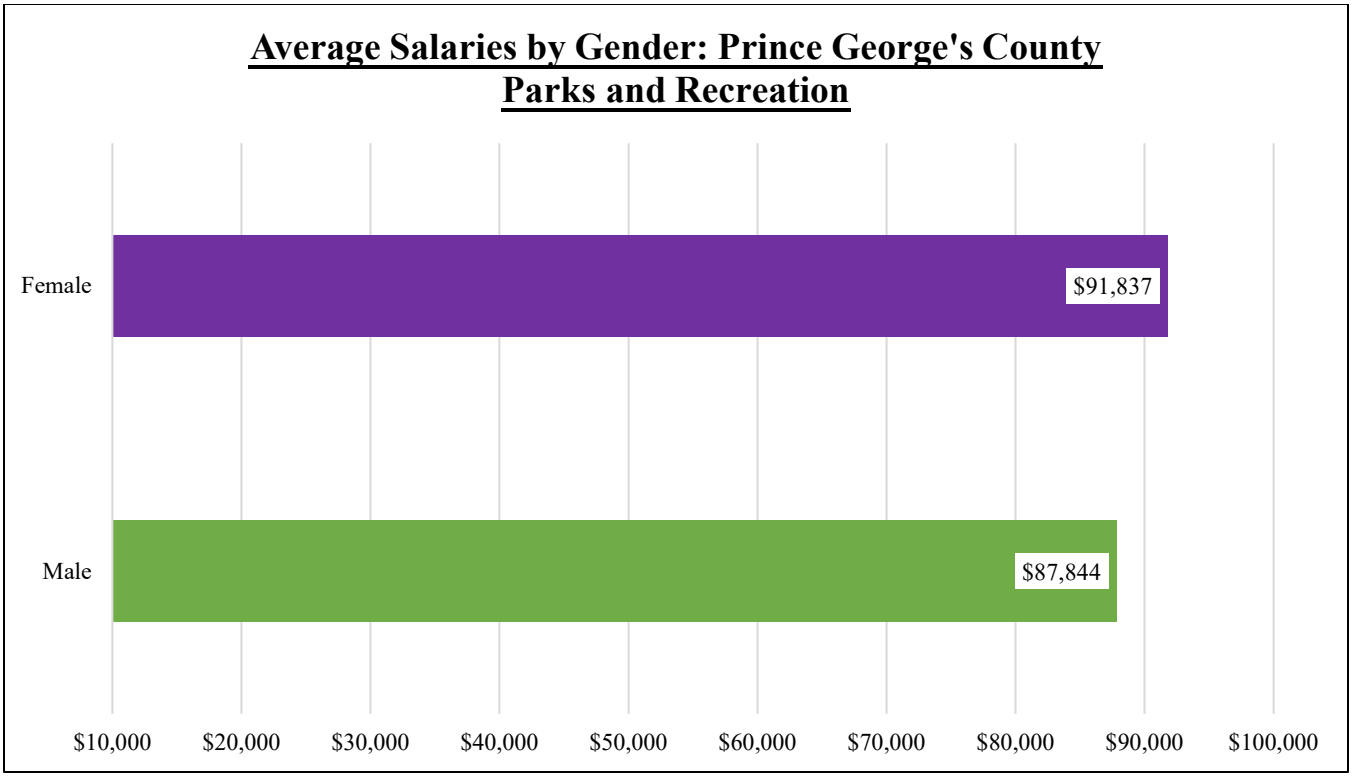
PGPR Career Employee Total: 1,152



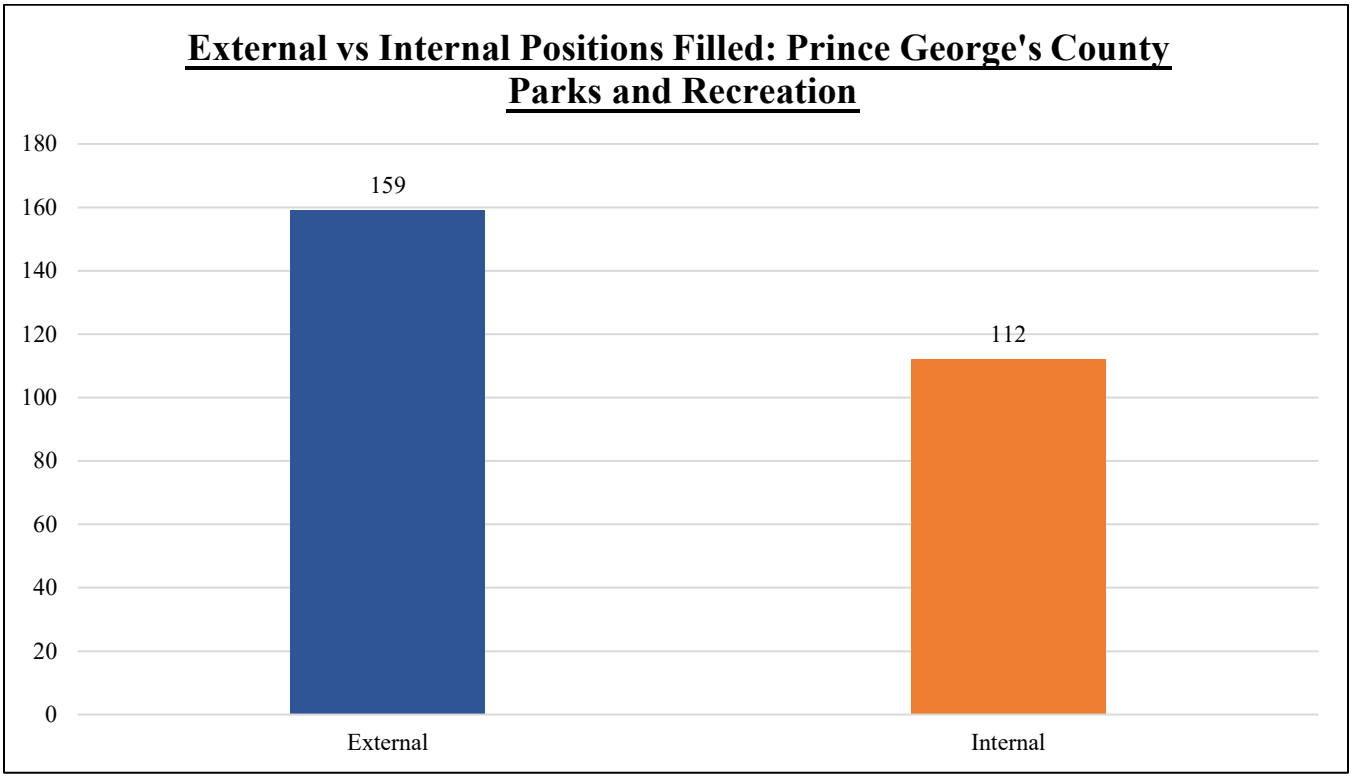
PGPR Career Employee Total: 1,152



PGPR Career Employee Total: 1,152



PGPR Average Salary: $89,400



PGPR Positions Filled: 271

- The average time to fill for PGPR was 97 business days.
- There were 77 terminations in PGPR who left the Agency (6.7% of their workforce).
    - This does not include employees who remained with the Agency but left the Department.

M-NCPPC Bi-County Operations

M-NCPPC Bi-County Operations

Department of Finance

Department of Human Resources and Management

Legal Department

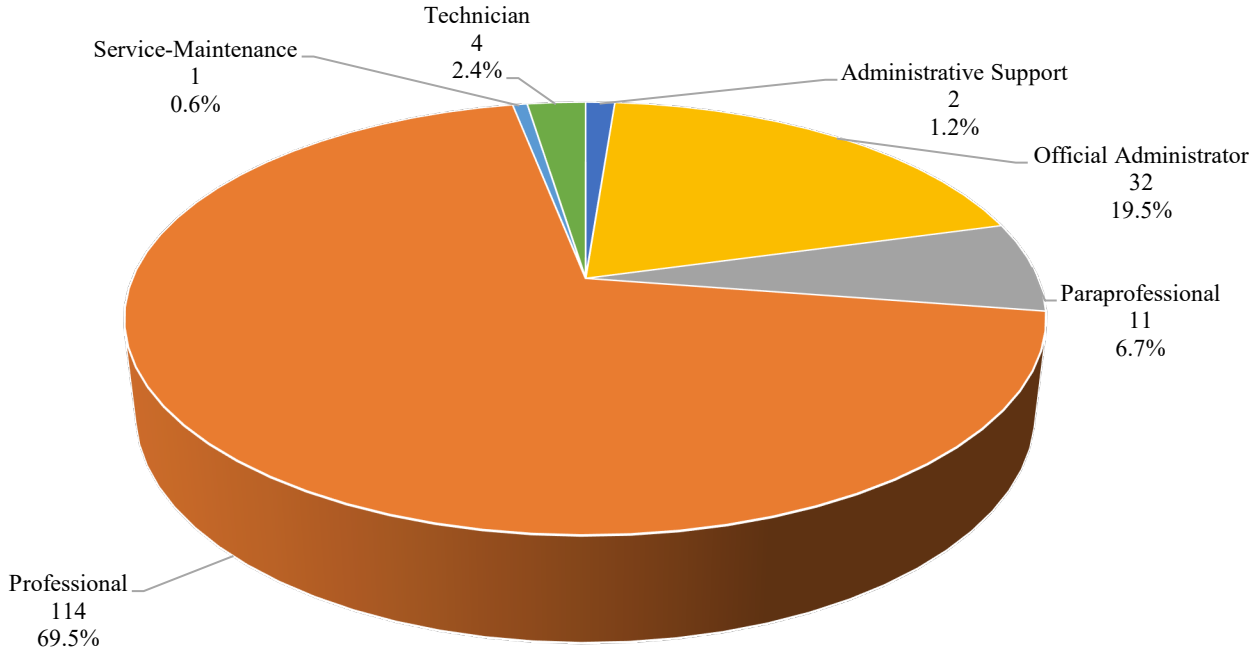
Office of Chief Information Officer

Office of the Inspector General

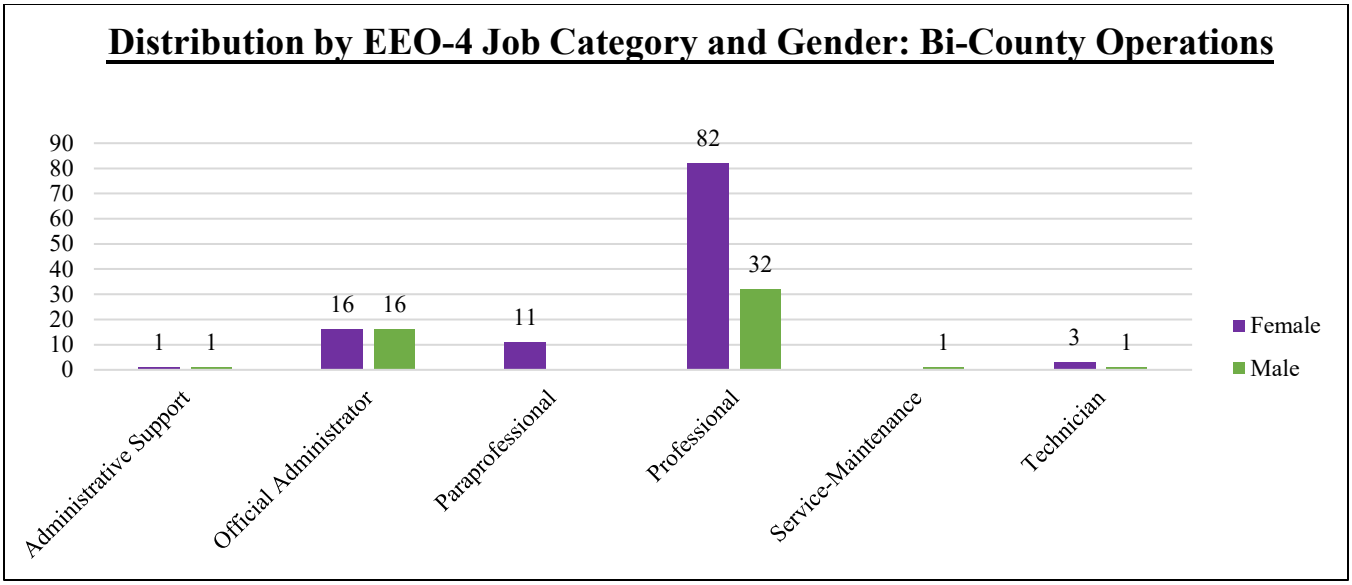
Merit System Board

Bi-County Operations

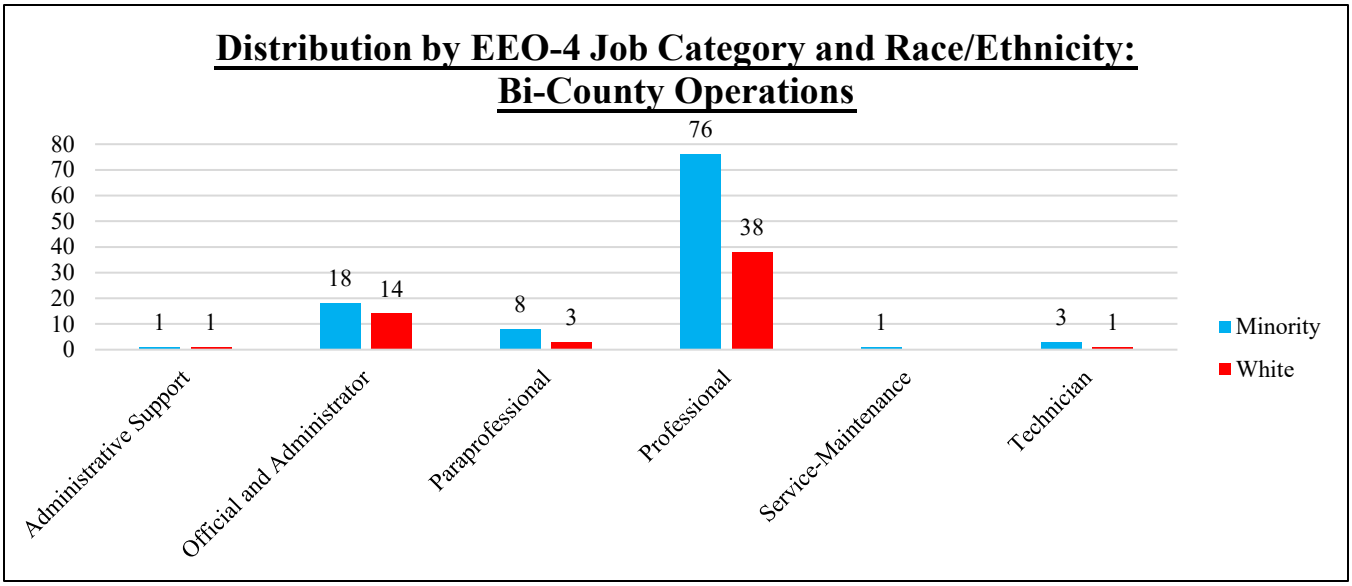
EEO-4 Job Category: Bi-County Operations



Bi-County Operations Career Employee Total: 164

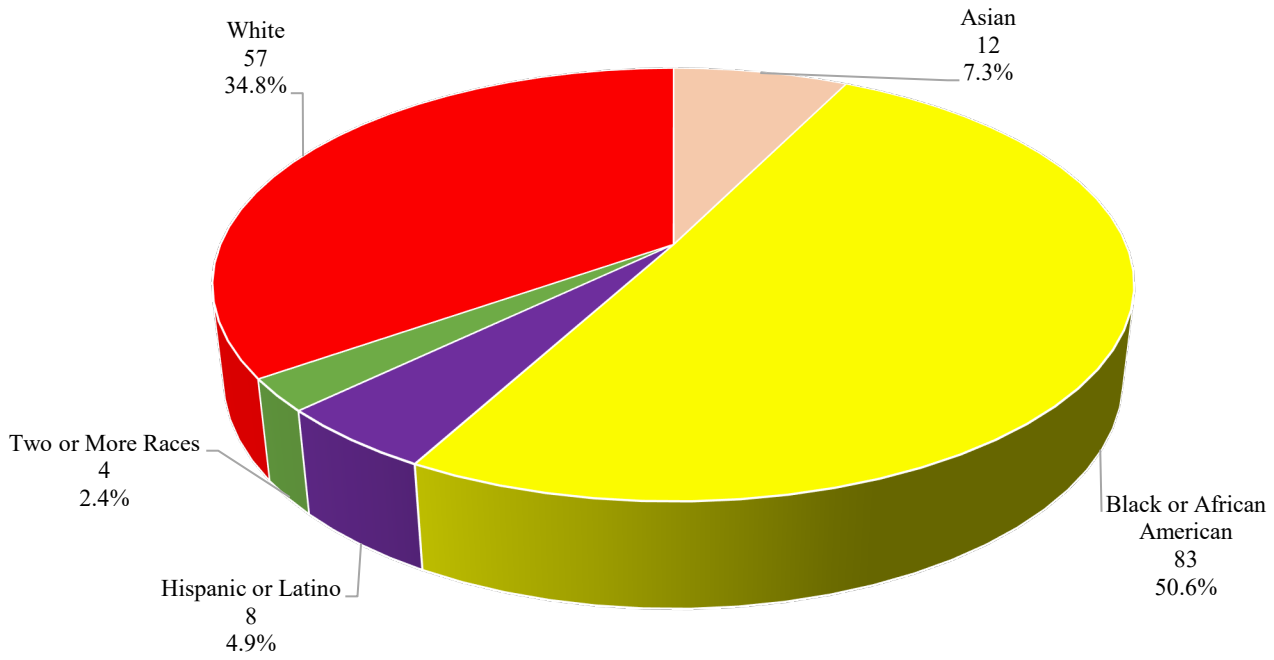


EEO-4 Job Category	Female	Male
Administrative Support	1	1
Official Administrator	16	16
Paraprofessional	11	0
Professional	82	32
Service-Maintenance	0	1
Technician	3	1
Total	**113**	**51**

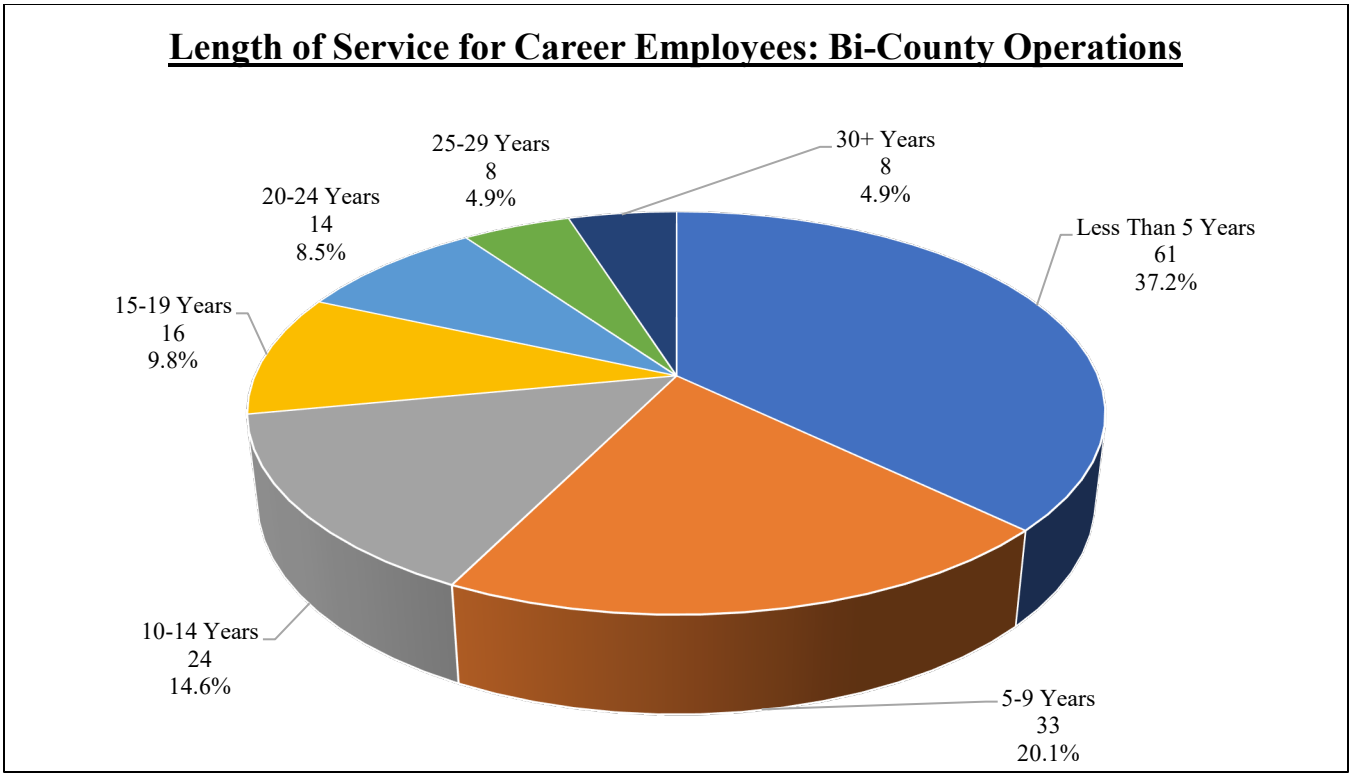


EEO-4 Job Category	Minority	White
Administrative Support	1	1
Official and Administrator	18	14
Paraprofessional	8	3
Professional	76	38
Service-Maintenance	1	0
Technician	3	1
Total	**107**	**57**

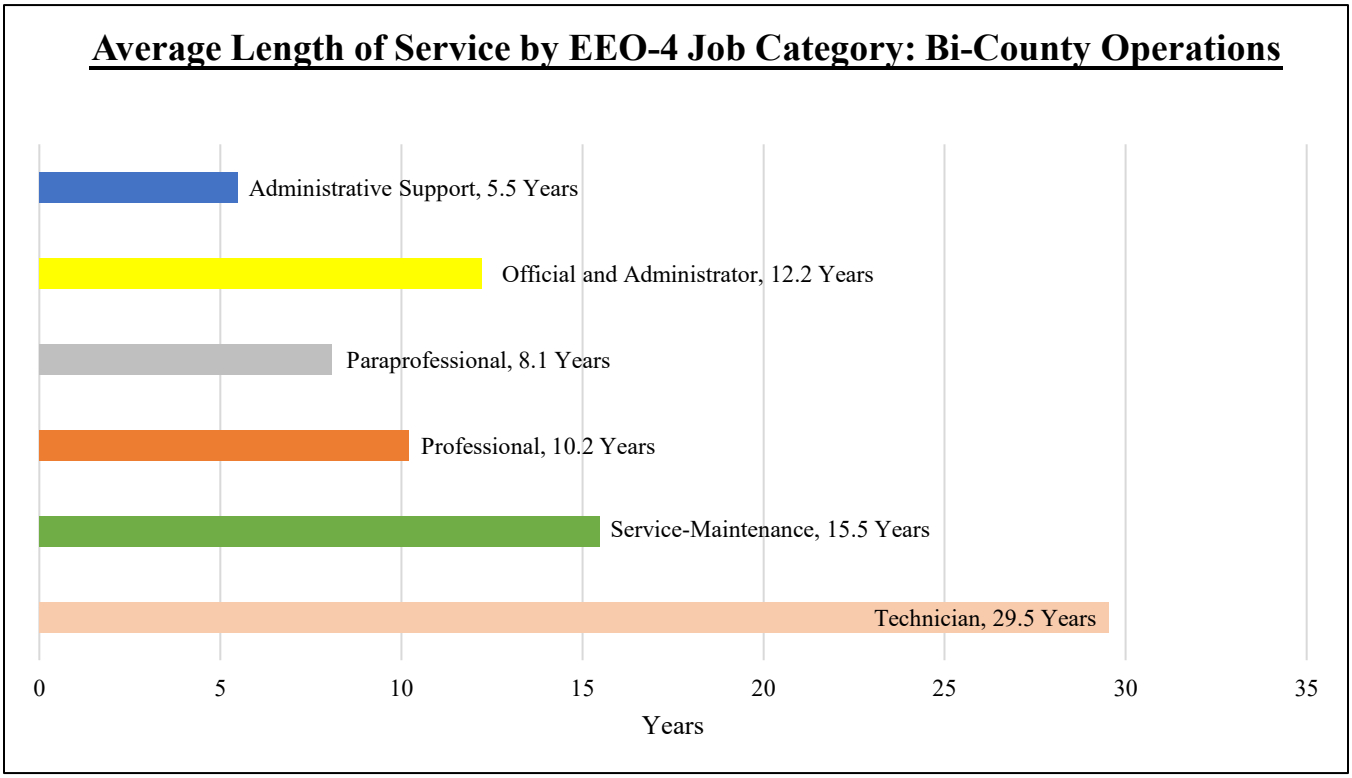
EEO-4 Race/Ethnicity: Bi-County Operations



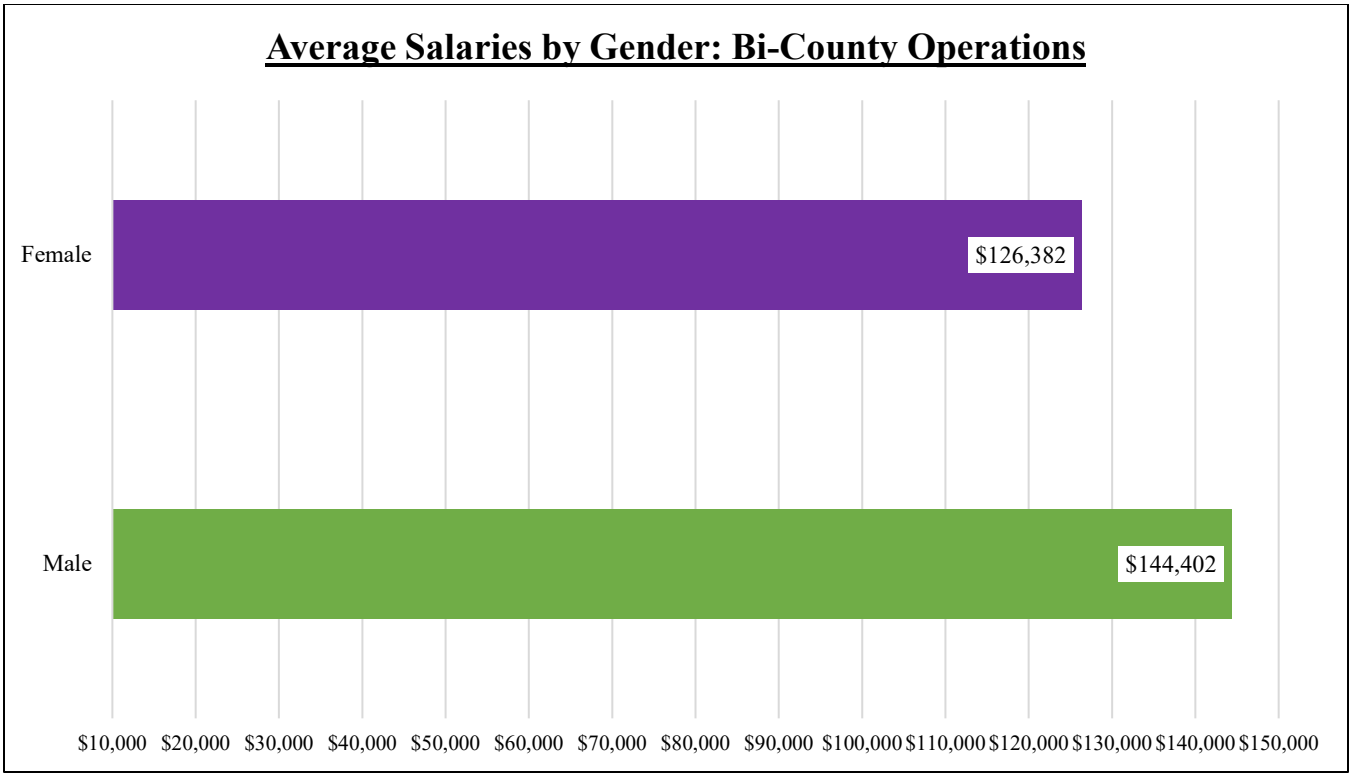
Bi-County Operations Career Employee Total: 164



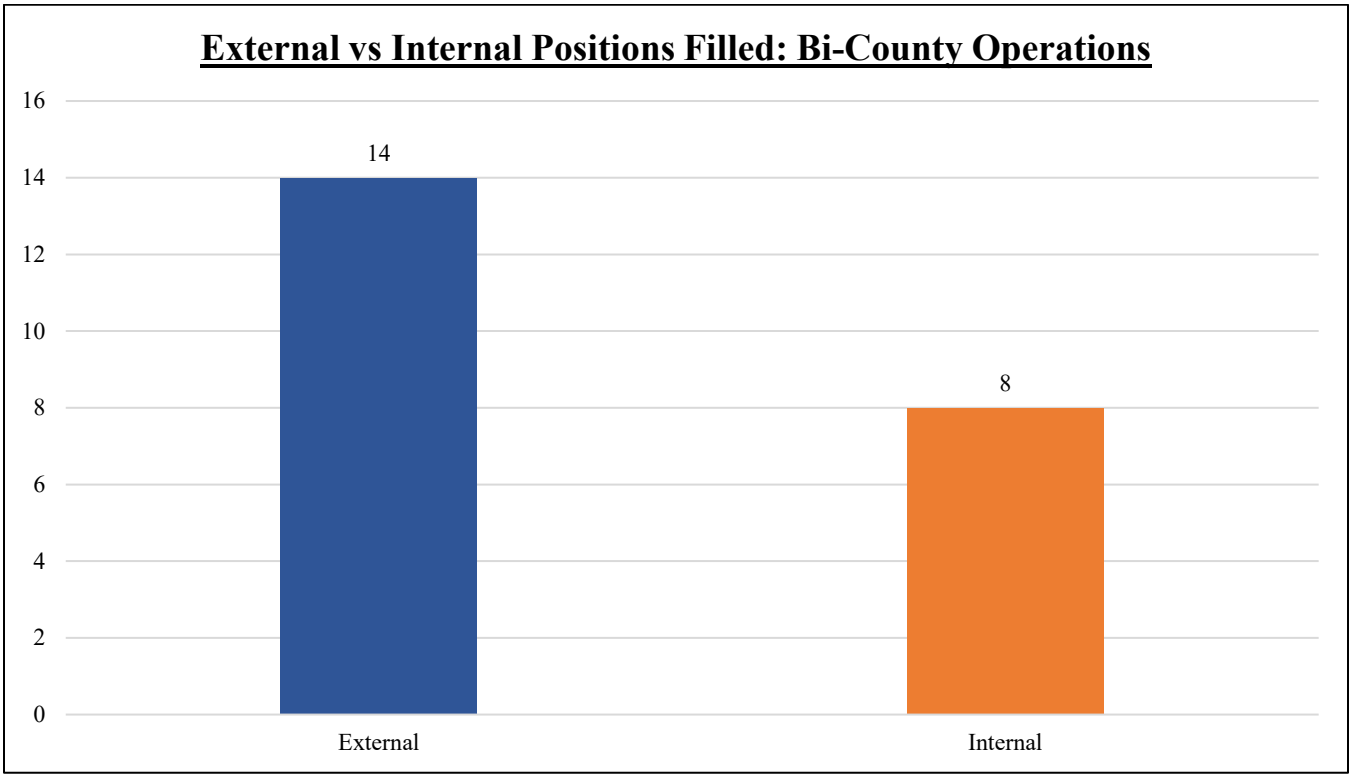
Bi-County Operations Career Employee Total: 164



Bi-County Operations Career Employee Total: 164



Average Salary Bi-County Operations: $131,985



Bi-County Operations Positions Filled: 22

- The average time to fill for Bi-County Operation Departments was 119 business days.
- There were 12 terminations in Bi-County Operation Departments who left the Agency (7.3% of their workforce).
    - This does not include employees who remained with the Agency but left the Departments.

Appendix

Appendix

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

DEFINITIONS OF THE EEO-4 RACE AND ETHNICITY CATEGORIES

An employer may acquire the race/ethnic information necessary for this section either by visual surveys of the workforce or from post-employment records as to the identity of employees. Since visual surveys are permitted, 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 their failure to comply with the reporting requirements. In such cases, it is recommended that visual surveys be conducted for the employer by people 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, based on 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 clear-cut 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".

a. **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

b. **White (Not Hispanic or Latino)** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

c. **Black or African American (Not Hispanic or Latino)** - A person having origins in any of the black racial groups of Africa.

d. **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

e. **Asian (Not Hispanic or Latino)** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

f. **American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

g. **Two or More Races (Not Hispanic or Latino)** - All persons who identify with more than one of the above five races (White, Black or African American, Native Hawaiian or Other Pacific Islander, Asian, American Indian or Alaska Native).

*Note to the reader: Category **"Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)"** - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands," has been added to EEO- 1 Reporting requirements and has been elected for utilization within M-NCPPC EEO-4 reporting as of FY17*

DESCRIPTION OF JOB CATEGORIES

a. **Officials and Administrators:** Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, 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:** 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, homemaker aides, home health aides, library assistants and clerks, ambulance drivers and attendants, and kindred workers.

f. **Administrative Support:** 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:** Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the process 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 groundskeepers, 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

Personnel Management Review Fiscal Year 2025

Credits

William Spencer

Acting Executive Director

Lawrence (Todd) Allen

Human Resources Director

Boni King

PMR Project Advisor

Cristina Ramirez

PMR Project Manager

Honovi Elwell

PMR Project Analyst