

State of Louisiana Annual Report on Turnover

Fiscal Year 2017-2018

PREPARED FOR THE STATE CIVIL SERVICE COMMISSION

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Table of Contents

Introduction	2
Executive Summary	3
1.1: Turnover by Pay Schedule	4
1.2: Turnover by EEO Category	4
2.1: Comparison by Pay Schedule	5
2.2: Comparison by EEO Category	5
3.1: Separation Counts by Type of Separations	6
3.2: Percentage of Separations due to Retirement	7
4.1: Turnover Rates by Agency	8
5.1: Job Titles with Highest Turnover Rates	9
Contact Information	10

Introduction

The following report has been prepared for the State Civil Service Commission. The data presented in this report is based upon an analysis of the number of classified employees serving in non-temporary positions who separated from state service during fiscal year 2017-2018, as reported by the employing agencies to the Department of State Civil Service.

The information in this report does NOT reflect the following:

- Separations of unclassified employees
- Separations of temporary classified employees
- Transfers of employees from one state agency to another

Data presented throughout this report is categorized as Total Turnover and Voluntary Turnover.

- **Voluntary Turnover:** Separations from state service due to resignation, retirement or death.
- **Involuntary Turnover:** Separations from state service through dismissal, layoff, separation during probationary period, or non-disciplinary removal.
- **Total Turnover:** Voluntary Turnover + Involuntary Turnover

Turnover rates shown are calculated by comparing the number of non-temporary classified employees in state service on June 30, 2018 to the number of non-temporary classified employees who separated from state service during the previous twelve months.

Executive Summary

The statewide turnover rate for FY 2017-2018 is 17.35%. This is a slight increase from the 17.01% reported in FY 2016-2017. The statewide voluntary turnover rate for FY 2017-2018 is 12.86%. This is a slight decrease from the 13.10% reported in FY 2016-2017.

The protective services pay schedule saw the highest total turnover rate with 36.44%. This is an increase from the 33.99% that was reported in FY 2016-2017.

There were 35,899 employees at the end of FY 2017-2018, down from the 36,088 at the end of FY 2016-2017. This is a decrease of 189 employees.

1.1 Turnover by Pay Schedule

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
AS – Administrative	11155	1122	10.06%	971	8.70%
MS – Medical	2546	572	22.47%	433	17.00%
PS – Protective Services	5639	2055	36.44%	1315	23.32%
SS – Social Services	5978	980	16.39%	717	11.99%
TS – Scientific and Technical	4699	384	8.17%	347	7.38%
WS – Technicians and Skilled Trades	5882	1085	18.45%	807	13.72%
Separations with No Incumbents ¹	-	31	-	25	-
TOTAL	35899²	6229	17.35%	4615	12.86%

1.2 Turnover by EEO Category

EEO CATEGORY	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3183	258	8.11%	242	7.60%
OC – Office/Clerical	4070	471	11.57%	408	10.02%
PA – Paraprofessional	3121	797	25.54%	489	15.67%
PR – Professional	13576	1389	10.23%	1230	9.06%
PS – Protective Services	4458	1948	43.70%	1219	27.34%
SC – Skilled Crafts	3670	561	15.29%	428	11.66%
SM – Service Maintenance	1662	456	27.44%	316	19.01%
TE - Technical	2159	318	14.73%	258	11.95%
Separations with No Incumbents ¹	-	31	-	25	-
TOTAL	35899²	6229	17.35%	4615	12.86%

The Statewide Turnover Rate realized a slight increase in Fiscal Year 2017-2018.

¹ This category includes classified separations from state service job titles that had at least one employee that left state service at some point during the fiscal year, but had no employees as of the end of the fiscal year. In most cases, this can be attributed to abolished job titles from recent job studies.

² 35,899 is the total number of classified employees as reported by state agencies.

2.1 Comparison by Pay Schedule

PAY SCHEDULE	FY 16-17		FY 17-18		Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
AS – Administrative	10.48%	9.27%	10.06%	8.70%	-0.42	-0.57
MS – Medical	23.61%	17.90%	22.47%	17.00%	-1.14	-0.90
PS – Protective Services	33.99%	23.64%	36.44%	23.32%	+2.45	-0.32
SS – Social Services	16.74%	12.96%	16.39%	11.99%	-0.35	-0.97
TS – Scientific and Technical	7.36%	6.72%	8.17%	7.38%	+0.81	+0.66
WS – Technicians and Skilled Trades	17.36%	12.73%	18.45%	13.72%	+1.09	+0.99
STATEWIDE TURNOVER TOTALS	17.01%	13.10%	17.35%	12.86%	+0.34	-0.24

2.2 Comparison by EEO Category

EEO CATEGORY	FY 16-17		FY 17-18		Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
OA – Officials and Administrators	8.78%	8.30%	8.11%	7.60%	-0.67	-0.70
OC – Office/Clerical	12.34%	10.74%	11.57%	10.02%	-0.77	-0.72
PA – Paraprofessional	25.38%	16.62%	25.54%	15.67%	+0.16	-0.95
PR - Professional	10.52%	9.50%	10.23%	9.06%	-0.29	-0.44
PS – Protective Services	39.77%	26.96%	43.70%	27.34%	+3.93	+0.38
SC – Skilled Crafts	14.07%	10.50%	15.29%	11.66%	+1.22	+1.16
SM – Service Maintenance	27.32%	19.11%	27.44%	19.01%	+0.12	-0.10
TE - Technical	13.17%	10.83%	14.73%	11.95%	+1.56	+1.12
STATEWIDE TURNOVER TOTALS	17.01%	13.10%	17.35%	12.86%	+0.34	-0.24

The Protective Schedule realized the largest increase in total turnover this fiscal year.

3.1: Separation Counts by Type of Separation³

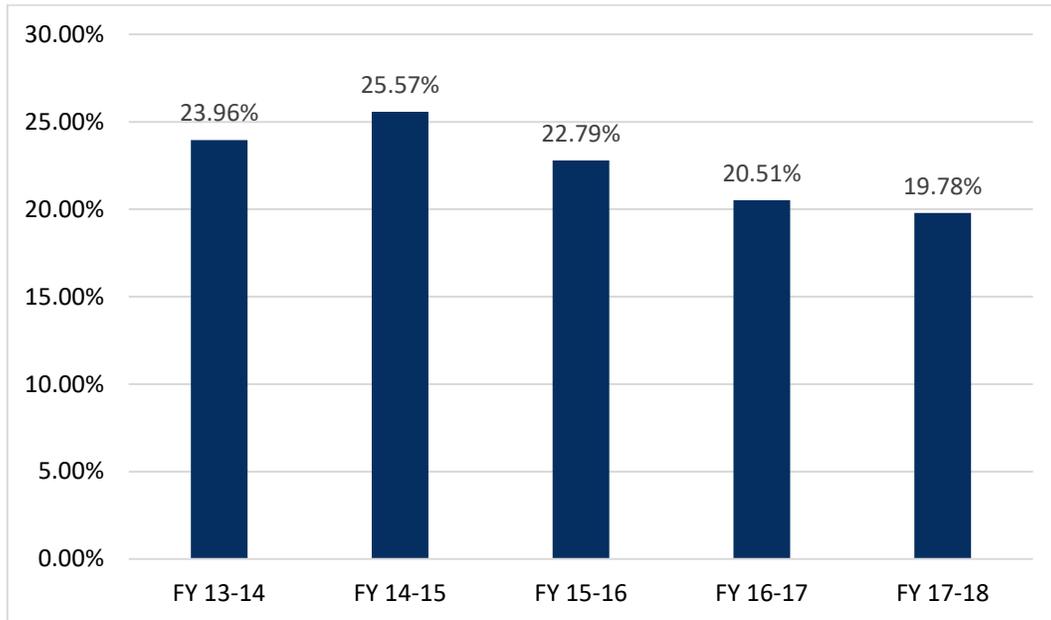
Fiscal Year 2017-2018

Separation Reason	Separation Count
Death	74
Dismissal	104
Layoff – Permanent	18
Layoff – Probational	2
Non-Disciplinary Removal	35
Non-Disciplinary Removal – Exhaustion of Sick Leave	11
Non-Disciplinary Removal – Unscheduled Absence	1
Resign to Avoid Dismissal	29
Resign – Better Job Other Industry	229
Resign – Military	6
Resign – Pay Reasons	229
Resign – Pending Disciplinary Action	0
Resign – Personal	1600
Resign – Reason Not Stated	866
Resign – Shift/Locale/Housing	38
Resign – To Attend School	49
Resign – Work Related	263
Retirement	1232
Separation From Probation	1443
Total Separations	6229

³ The separation reasons are those found in LaGov HCM. In the absence of exit interviews, agencies may choose any reason. It is expected that Resign – Personal is often attributed to pay reasons.

3.2: Percentage of Separations Due to Retirement

Fiscal Years 2014-2018



Key Points

- Retirements as a percentage of separations decreased from last year.
- According to the Louisiana Department of State Civil Service Agency Workforce Profiles from December 2017 10.10% of state employees are currently eligible to retire.
- The same document shows that 15.47% of state employees are eligible to retire within 5 years.
- 33.57% of the state workforce has 5 or less years of service.

4.1: Turnover Rates by Agency

Fiscal Year 2017-2018

DEPARTMENT	EMPLOYEES	TOTAL TO		VOLUNTARY TO	
		# SEP	TO%	# SEP	TO %
Executive Department	2103	183	8.70%	161	7.66%
Veterans Affairs	745	303	40.67%	214	28.72%
Economic Development	58	6	10.34%	6	10.34%
CRT	473	107	22.62%	84	17.76%
DOTD	4179	514	12.30%	405	9.69%
DPSC – Corrections	4442	1536	34.58%	1035	23.30%
DPSC – Public Safety	1348	127	9.42%	121	8.98%
Office of Juvenile Justice	722	341	47.23%	189	26.18%
LDH	6564	1158	17.64%	752	11.46%
DCFS	3250	389	11.97%	355	10.92%
DNR	270	28	10.37%	26	9.63%
Revenue	644	57	8.85%	50	7.76%
DEQ	667	48	7.20%	47	7.05%
LWC	760	93	12.24%	78	10.26%
Wildlife and Fisheries	717	47	6.56%	45	6.28%
Civil Service Agencies	159	9	5.66%	6	3.77%
Higher Education	4979	793	15.93%	659	13.24%
Health Care Services	272	63	23.16%	55	20.22%
Education	312	46	14.74%	41	13.14%
Education – Other	335	46	13.73%	30	8.96%
Public Service Commission	64	6	9.38%	6	9.38%
Agriculture & Forestry	511	38	7.44%	36	7.05%
Department of Insurance	189	11	5.82%	10	5.29%
Lieutenant Governor	2	0	0.00%	0	0.00%
Secretary of State	353	23	6.52%	21	5.95%
Department of Treasury	41	2	4.88%	1	2.44%
Retirement Systems	262	20	7.63%	18	6.87%
Housing Authorities	571	110	19.26%	76	13.31%
Ports and Levee Boards	907	123	13.56%	87	9.59%
Independent	0	0	0.00%	0	0.00%
Separations with No Incumbents ⁴	-	31	-	25	-
Totals	35899⁵	6229	17.35%	4615	12.86%

⁴ This category includes classified separations from state service for personnel areas that had at least one employee that left state service at some point during the fiscal year but has no employees as of the end of the fiscal year. In most cases, this is due to personnel area mergers/employee transfers or agency closures.

⁵ 35,899 is the total number of classified employees as reported by state agencies.

5.1: Job Titles with Highest Total Turnover Rates

Fiscal Year 2017-2018

Includes only those job titles with 50 or more incumbents.

Job Title	Total Turnover	Voluntary Turnover
Corrections Cadet	206.86%	100.00%
Juvenile Justice Specialist 1	136.72%	57.81%
Corrections Guard Trainee/Therapeutic	133.33%	45.10%
Residential Services Specialist 1	95.11%	25.54%
Corrections Sergeant	57.78%	41.44%
Custodian 1	53.60%	32.00%
Juvenile Justice Specialist 3	50.91%	34.55%
Nursing Assistant 2	47.06%	25.49%
Juvenile Justice Specialist 2	42.62%	31.15%
Engineering Technician 1	38.18%	18.18%
Child Welfare Specialist 2	37.10%	34.68%
Social Services Analyst 1	33.94%	26.67%
Practical Nurse/Licensed 2	33.33%	29.17%
Corrections Guard/Therapeutic	32.92%	15.84%
Laborer	30.91%	19.91%
Mobile Equipment Operator 1	30.84%	17.66%
Child Welfare Specialist Trainee	27.87%	26.23%
Child Welfare Specialist 1	25.60%	24.00%
Practical Nurse/Licensed 3	25.07%	18.58%
Mobile Equipment Operator 2	24.03%	21.53%
Registered Nurse 3	24.03%	20.14%
Residential Services Specialist 2	23.89%	14.17%
Police Officer 2-A	23.86%	18.27%
Custodian 2	23.61%	17.60%
Food Service Specialist 3	23.21%	14.29%
Maintenance Repairer 1	22.22%	14.29%
Residential Services Specialist 3	22.00%	18.00%
Psych Aide 2	21.68%	16.78%
Social Worker 4	20.88%	18.68%
Child Welfare Services Assistant	20.75%	18.87%

Key Points

- Protective Service classifications have some of the highest turnover rates.
- Corrections Guard Trainee/Therapeutic came in at the #3 spot but was not on the list last year.
- Also new to the list this year are Juvenile Justice Specialist 2, Child Welfare Specialist 2, Food Service Specialist 3, Residential Services Specialist 3, Social Worker 4, and Child Welfare Services Assistant.

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