

State of Louisiana Annual Report on Turnover

Fiscal Year 2018-2019

PREPARED FOR THE STATE CIVIL SERVICE COMMISSION

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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 2018-2019, 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, 2019 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 2018-2019 is 16.89%. This is a slight decrease from the 17.35% reported in FY 2017-2018. The statewide voluntary turnover rate for FY 2018-2019 is 12.59%. This is a slight decrease from the 12.86% reported in FY 2017-2018.

The protective services pay schedule saw the highest total turnover rate with 33.25%. This is a decrease from the 36.44% that was reported in FY 2017-2018.

There were 36,262 employees at the end of FY 2018-2019, up from the 35,899 at the end of FY 2017-2018. This is an increase of 363 employees.

1.1 Turnover by Pay Schedule

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
AS – Administrative	11111	1153	10.38%	1010	9.09%
MS – Medical	2606	561	21.53%	408	15.66%
PS – Protective Services	5900	1962	33.25%	1216	20.61%
SS – Social Services	5975	914	15.30%	710	11.88%
TS – Scientific and Technical	4747	370	7.79%	339	7.14%
WS – Technicians and Skilled Trades	5923	1132	19.11%	855	14.44%
Separations with No Incumbents ¹	-	34	-	29	-
TOTAL	36262²	6126	16.89%	4567	12.59%

1.2 Turnover by EEO Category

EEO CATEGORY	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3223	249	7.73%	230	7.14%
OC – Office/Clerical	3925	478	12.18%	408	10.39%
PA – Paraprofessional	3052	719	23.56%	470	15.40%
PR – Professional	13782	1441	10.46%	1282	9.30%
PS – Protective Services	4696	1846	39.31%	1112	23.68%
SC – Skilled Crafts	3517	557	15.84%	425	12.08%
SM – Service Maintenance	1850	510	27.57%	369	19.95%
TE - Technical	2217	292	13.17%	242	10.92%
Separations with No Incumbents ¹	-	34	-	29	-
TOTAL	36262²	6126	16.89%	4567	12.59%

The Statewide Turnover Rate realized a slight decrease in Fiscal Year 2018-2019.

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 36,262 is the total number of classified employees as reported by state agencies.

2.1 Comparison by Pay Schedule

PAY SCHEDULE	FY 17-18		FY 18-19		Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
AS – Administrative	10.06%	8.70%	10.38%	9.09%	+0.32	+0.39
MS – Medical	22.47%	17.00%	21.53%	15.66%	-0.94	-1.34
PS – Protective Services	36.44%	23.32%	33.25%	20.61%	-3.19	-2.71
SS – Social Services	16.39%	11.99%	15.30%	11.88%	-1.60	-0.11
TS – Scientific and Technical	8.17%	7.38%	7.79%	7.14%	-0.38	-0.24
WS – Technicians and Skilled Trades	18.45%	13.72%	19.11%	14.44%	+0.66	+0.72
STATEWIDE TURNOVER TOTALS	17.35%	12.86%	16.89%	12.59%	-0.46	-0.27

2.2 Comparison by EEO Category

EEO CATEGORY	FY 17-18		FY 18-19		Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
OA – Officials and Administrators	8.11%	7.60%	7.73%	7.14%	-0.38	-0.46
OC – Office/Clerical	11.57%	10.02%	12.18%	10.39%	+0.61	+0.37
PA – Paraprofessional	25.54%	15.67%	23.56%	15.40%	-1.98	-0.27
PR - Professional	10.23%	9.06%	10.46%	9.30%	+0.23	+0.24
PS – Protective Services	43.70%	27.34%	39.31%	23.68%	-4.39	-3.66
SC – Skilled Crafts	15.29%	11.66%	15.84%	12.08%	+0.55	+0.42
SM – Service Maintenance	27.44%	19.01%	27.57%	19.95%	+0.13	+0.94
TE - Technical	14.73%	11.95%	13.17%	10.92%	-1.56	-1.03
STATEWIDE TURNOVER TOTALS	17.35%	12.86%	16.89%	12.59%	-0.46	-0.27

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

3.1: Separation Counts by Type of Separation³

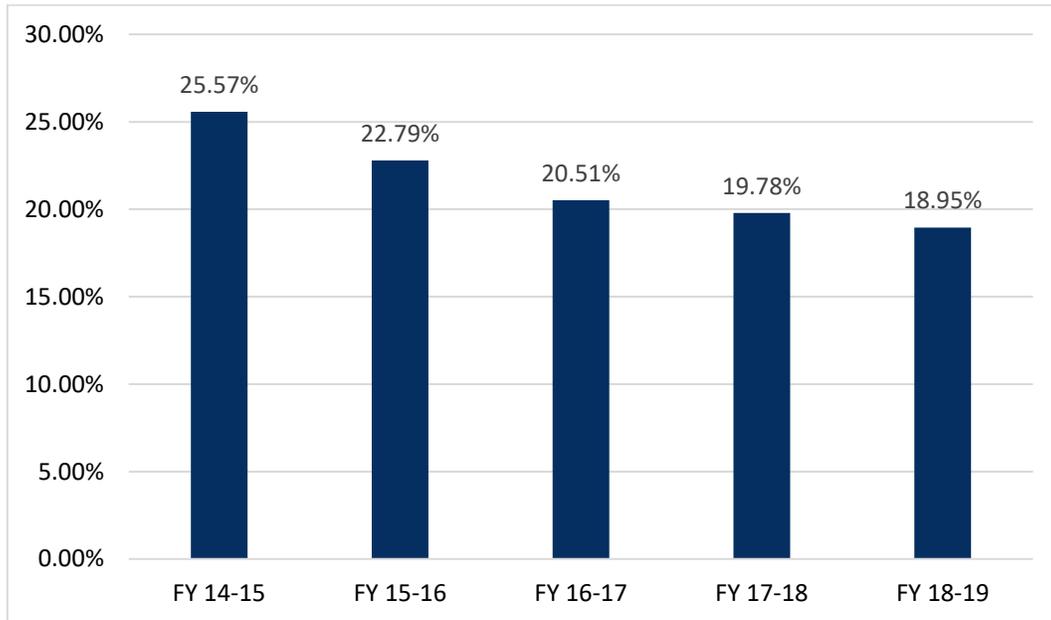
Fiscal Year 2018-2019

Separation Reason	Separation Count
Death	64
Dismissal	123
Layoff – Permanent	7
Layoff – Probational	1
Non-Disciplinary Removal	39
Non-Disciplinary Removal – Exhaustion of Sick Leave	28
Non-Disciplinary Removal – Unscheduled Absence	1
Resign to Avoid Dismissal	41
Resign – Better Job Other Industry	179
Resign – Military	5
Resign – Pay Reasons	219
Resign – Pending Disciplinary Action	1
Resign – Personal	1608
Resign – Reason Not Stated	924
Resign – Shift/Locale/Housing	35
Resign – To Attend School	35
Resign – Work Related	295
Retirement	1161
Separation From Probation	1360
Total Separations	6126

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 2018-2019



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 March 2019, 9.93% of state employees are currently eligible to retire.
- The same document shows that 15.43% of state employees are eligible to retire within 5 years.
- 35.95% of the state workforce has 5 or less years of service.

4.1: Turnover Rates by Agency

Fiscal Year 2018-2019

DEPARTMENT	EMPLOYEES	TOTAL TO		VOLUNTARY TO	
		# SEP	TO%	# SEP	TO %
Executive Department	2131	210	9.85%	195	9.15%
Veterans Affairs	744	363	48.79%	247	33.20%
Economic Development	57	6	10.53%	6	10.53%
CRT	513	59	11.50%	50	9.75%
DOTD	4187	499	11.92%	414	9.89%
DPSC – Corrections	4604	1402	30.45%	901	19.57%
DPSC – Public Safety	1353	135	9.98%	124	9.16%
Office of Juvenile Justice	762	402	52.76%	241	31.63%
LDH	6773	1043	15.40%	695	10.26%
DCFS	3267	398	12.18%	370	11.33%
DNR	271	23	8.49%	22	8.12%
Revenue	649	54	8.32%	46	7.09%
DEQ	665	44	6.62%	42	6.32%
LWC	784	87	11.10%	80	10.20%
Wildlife and Fisheries	735	55	7.48%	54	7.35%
Civil Service Agencies	159	19	11.95%	17	10.62%
Higher Education	4849	821	16.93%	688	14.19%
Health Care Services	277	51	18.41%	37	13.36%
Education	312	43	13.78%	36	11.54%
Education – Other	321	57	17.76%	38	11.84%
Public Service Commission	64	4	6.25%	3	4.69%
Agriculture & Forestry	506	43	8.50%	39	7.71%
Department of Insurance	188	9	4.79%	8	4.26%
Lieutenant Governor	2	0	0.00%	0	0.00%
Secretary of State	356	23	6.46%	19	5.34%
Department of Treasury	40	6	15.00%	6	15.00%
Retirement Systems	263	26	9.89%	21	7.98%
Housing Authorities	514	83	16.15%	55	10.70%
Ports and Levee Boards	916	157	17.14%	109	11.90%
Independent	0	0	0.00%	0	0.00%
Separations with No Incumbents ⁴	-	4	-	4	-
Totals	36262⁵	6126	16.89%	4567	12.59%

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 2018-2019

Includes only those job titles with 50 or more incumbents.

Job Title	Total Turnover	Voluntary Turnover
Corrections Cadet	193.65%	94.05%
Juvenile Justice Specialist 1	156.25%	83.04%
Corrections Guard Trainee/Therapeutic	88.73%	16.90%
Residential Services Specialist 1	76.19%	25.17%
Juvenile Justice Specialist 2	69.49%	40.68%
Juvenile Justice Specialist 3	65.12%	43.41%
Nursing Assistant 2	63.73%	38.24%
Corrections Sergeant	51.25%	33.67%
Custodian 1	49.39%	30.77%
Food Service Specialist 3	46.00%	38.00%
Custodian Supervisor 1	36.67%	36.67%
Social Services Analyst 1	33.55%	28.95%
Mobile Equipment Operator 1	33.25%	20.26%
Horticulture Attendant	32.81%	21.88%
Practical Nurse/Licensed 2	30.49%	23.17%
Maintenance Repairer 1	30.00%	20.91%
Child Welfare Specialist 1	29.55%	28.41%
Social Worker 4	28.41%	28.41%
Lab Tech Assistant 1	27.78%	24.07%
Police Officer 1-A	26.42%	16.98%
Engineering Technician 1	25.71%	21.43%
Residential Services Specialist 2	25.24%	17.22%
Guard	25.00%	21.05%
Mobile Equipment Operator 2	25.00%	19.76%
Corrections Guard/Therapeutic	23.04%	8.53%
Custodian 2	22.62%	17.44%
Practical Nurse/Licensed 3	22.35%	15.76%
Parks Building Ground Attendant	21.67%	21.67%
Police Officer 2-A	20.92%	18.88%
Child Welfare Specialist 2	20.61%	18.32%

Key Points

- Protective Service classifications have some of the highest turnover rates.
- These titles consistently make the list each year.

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