

# State of Louisiana SCS Annual Report on Turnover Fiscal Year 2014-2015



Byron P. Decoteau, Jr., Interim Director  
Louisiana State Civil Service  
November 4, 2015

## 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 2014-2015, 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, 2015 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 2014-2015 was 16.09%. This is a decrease from the 23.78% reported in FY 2013-2014. The statewide voluntary turnover rate for FY 2014-2015 was 12.38%. This is a decrease from the 14.53% reported in FY 2013-2014.



The protective services pay schedule saw the highest turnover rate with 25.39% up from the 23.94% that was reported last year.

While there was an overall decrease in statewide turnover there still continues to be a decrease in the number of state employees. There were 36,989 employees at the end of FY 2014-2015, down from the 37,890 at the end of FY 2013-2014. This is a decrease of 901 employees.

## Contents

Introduction.....	1
Executive Summary .....	2
Contents .....	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: Turnover Rates by Type of Separation .....	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

### 1.1: Turnover by Pay Schedule

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
AS – Administrative	11651	1413	12.13%	1181	10.14%
MS – Medical	2662	638	23.97%	430	16.15%
PS – Protective Services	5891	1496	25.39%	1064	18.06%
SS – Social Services	5994	931	15.53%	774	12.91%
TS – Scientific and Technical	4623	374	8.09%	340	7.35%
WS – Technicians and Skilled Trades	6168	1045	16.94%	753	12.21%
Separations with No Incumbents <sup>1</sup>	-	55	-	36	-
<b>TOTAL</b>	<b>36989<sup>2</sup></b>	<b>5952</b>	<b>16.09%</b>	<b>4578</b>	<b>12.38%</b>

### 1.2: Turnover by EEO Category

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3087	262	8.49%	241	7.81%
OC – Office/Clerical	4486	659	14.69%	535	11.93%
PA – Paraprofessional	3284	773	23.54%	505	15.38%
PR – Professional	13662	1557	11.40%	1382	10.12%
PS – Protective Services	4668	1366	29.26%	939	20.12%
SC – Skilled Crafts	3815	544	14.26%	401	10.51%
SM – Service Maintenance	1767	437	24.73%	293	16.58%
TE - Technical	2220	299	13.47%	246	11.08%
Separations with No Incumbents <sup>1</sup>	-	55	-	36	-
<b>TOTAL</b>	<b>36989<sup>2</sup></b>	<b>5952</b>	<b>16.09%</b>	<b>4578</b>	<b>12.38%</b>

Both Statewide and Voluntary Turnover Rates realized reductions in Fiscal Year 2014-2015.

<sup>1</sup> 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. Turnover cannot be calculated for these job titles.

<sup>2</sup> 36,989 is the total number of classified employees as reports by state agencies.

## 2.1: Comparison by Pay Schedule

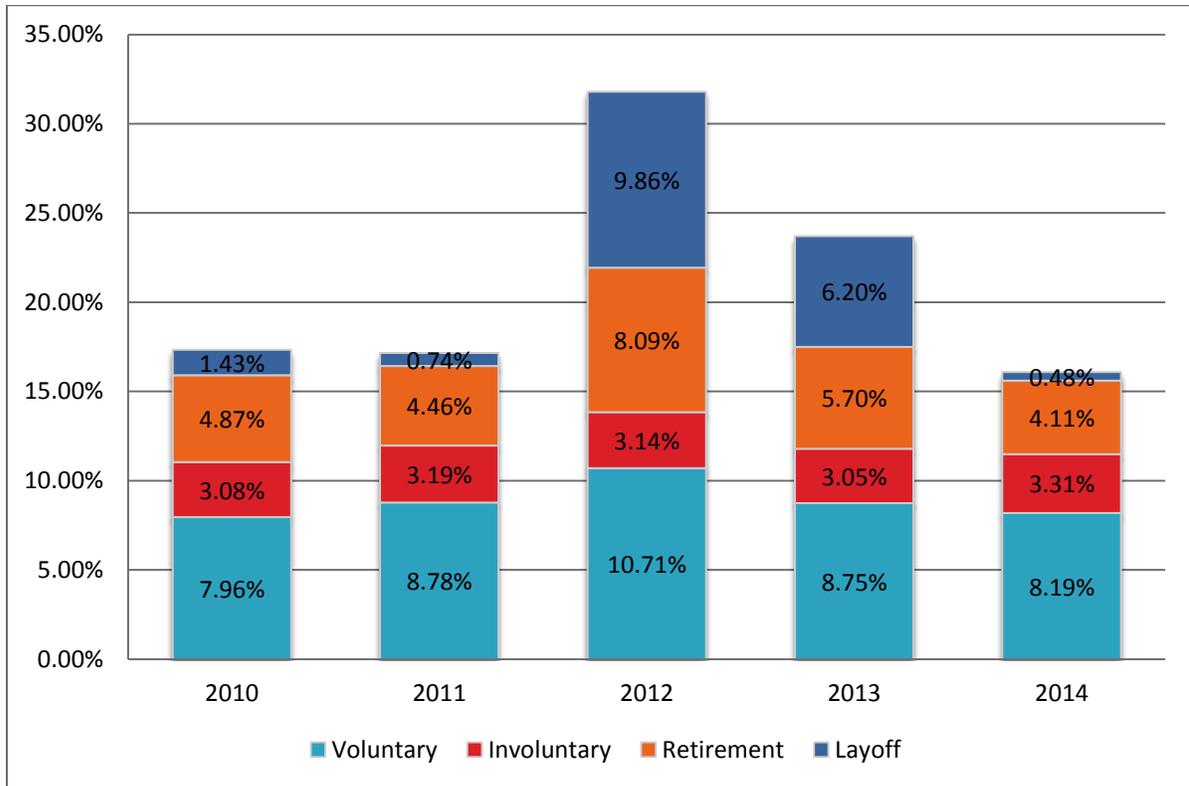
PAY SCHEDULE	FY 13-14		FY 14-15		PT Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
<b>AS – Administrative</b>	14.17%	10.50%	12.13%	10.14%	-2.04	-0.36
<b>MS – Medical</b>	98.46%	36.42%	23.97%	16.15%	-74.49	-20.27
<b>PS – Protective Services</b>	23.94%	18.09%	25.39%	18.06%	+1.45	-0.03
<b>SS – Social Services</b>	19.02%	14.07%	15.53%	12.91%	-3.49	-1.16
<b>TS – Scientific and Technical</b>	8.04%	7.40%	8.09%	7.35%	+0.05	-0.05
<b>WS – Technicians and Skilled Trades</b>	23.34%	14.26%	16.94%	12.21%	-6.40	-2.05
<b>STATEWIDE TURNOVER TOTALS</b>	23.78%	14.53%	16.09%	12.38%	-7.69	-2.15

## 2.2: Comparison by EEO Category

PAY SCHEDULE	FY 13-14		FY 14-15		PT Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
<b>OA – Officials and Administrators</b>	10.50%	8.73%	8.49%	7.81%	-2.01	-0.92
<b>OC – Office/Clerical</b>	25.22%	14.18%	14.39%	11.93%	-10.83	-2.25
<b>PA – Paraprofessional</b>	36.15%	18.06%	23.54%	15.38%	-12.61	-2.68
<b>PR - Professional</b>	19.64%	12.39%	11.40%	10.12%	-8.24	-2.27
<b>PS – Protective Services</b>	27.77%	20.65%	29.26%	20.12%	+1.49	-0.53
<b>SC – Skilled Crafts</b>	17.60%	12.12%	14.26%	10.51%	-3.34	-1.61
<b>SM – Service Maintenance</b>	39.58%	20.61%	24.73%	16.58%	-14.85	-4.03
<b>TE - Technical</b>	29.62%	15.34%	13.47%	11.08%	-16.15	-4.26
<b>STATEWIDE TURNOVER TOTALS</b>	23.78%	14.53%	16.09%	12.38%	-7.69	-2.15

Both the PS and TS Schedule saw an increase in statewide turnover this year. The increase in PS turnover is likely attributed to a small number of layoffs. The MS Schedule turnover has returned to normal after the closure of several hospitals last fiscal year.

### 3.1: Turnover Rates by Type of Separation





Voluntary Separations remain the leading turnover rate by type of separation in FY 2014.



Layoffs continue to decrease as a turnover rate since their peak in 2012.

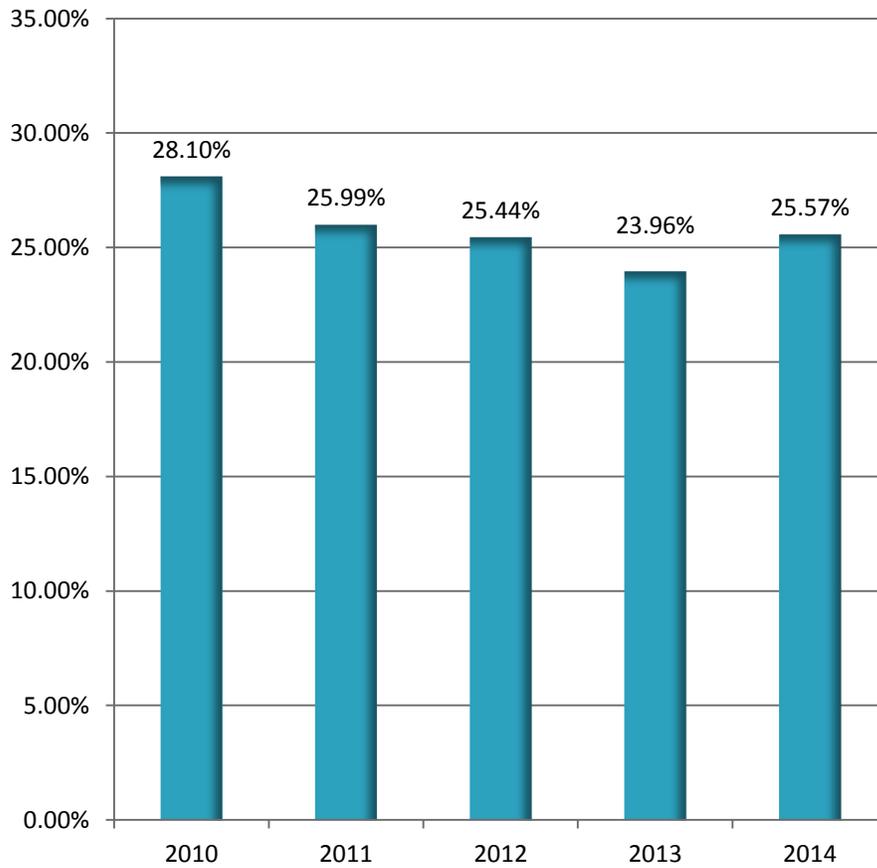


Retirements peaked in 2012 but have been decreasing over the last two years.



Involuntary separations have remained consistent over the years.

### 3.2: Percentage of Separations Due to Retirement Fiscal Year 2010 - 2014



#### Key Points

- Retirements as a percentage of separations increased by 6.72% last year.
- According to the Louisiana Department of State Civil Service Agency Workforce Profiles from December 2014 9.80% of state employees are currently eligible to retire.
- The same document shows that 16.66% of state employees are eligible to retire within 5 years.

#### 4.1: Turnover Rates by Agency Fiscal Year 2014-2015

DEPARTMENT	EMPLOYEES	TOTAL TO		VOLUNTARY TO	
		# SEP	TO%	# SEP	TO %
Executive Department	2140	210	9.81%	176	8.22%
Veterans Affairs	759	312	41.11%	200	26.35%
Economic Development	54	5	9.26%	5	9.26%
CRT	554	111	20.04%	74	13.36%
DOTD	4174	523	12.53%	410	9.82%
DPSC – Corrections	4628	1115	24.09%	790	17.07%
DPSC – Public Safety	1355	130	9.59%	122	9.00%
DYS – Office of Juvenile Justice	729	244	33.47%	176	24.14%
DHH	6463	969	14.99%	744	11.51%
DCFS	3279	483	14.73%	446	13.60%
DNR	294	25	8.50%	25	8.50%
Revenue	643	72	11.20%	60	9.33%
DEQ	646	44	6.81%	43	6.66%
LWC	876	77	8.79%	68	7.76%
Wildlife and Fisheries	695	70	10.07%	67	9.64%
Civil Service Agencies	153	18	11.76%	16	10.46%
Higher Education	5719	1047	18.31%	774	13.53%
Health Care Services	281	54	19.22%	37	13.17%
Education	312	53	16.99%	35	11.22%
Education – Other	343	52	15.16%	40	11.66%
Public Service Commission	73	8	10.96%	8	10.96%
Agriculture	466	59	12.66%	52	11.16%
Insurance	201	20	9.95%	17	8.46%
Lieutenant Governor	2	0	0%	0	0%
Secretary of State	346	42	12.14%	38	10.98%
Treasury	41	4	9.76%	4	9.76%
Retirement Systems	285	22	7.72%	19	6.67%
Housing Authorities	586	90	15.36%	63	10.75%
Ports and Levee Boards	889	90	10.46%	69	7.76%
Independent	3	0	0%	0	0%
<b>Totals</b>	<b>36989<sup>3</sup></b>	<b>5952</b>	<b>16.09%</b>	<b>4578</b>	<b>12.38%</b>

<sup>3</sup> 36,989 is the total number of classified employees as reported by state agencies.

## 5.1: Job Titles with Highest Turnover Rates

Includes only those job titles with 50 or more incumbents

Fiscal Year 2014 - 2015

Job Title	Total Turnover	Voluntary Turnover
Corrections Cadet	161.28%	82.98%
Juvenile Justice Specialist 1	134.78%	94.20%
Residential Services Specialist 1	66.13%	35.48%
Nursing Assistant 2	57.20%	30.35%
Child Welfare Specialist Trainee	55.07%	30.35%
Laborer	53.13%	23.44%
Custodian 1	40.79%	24.91%
Food Services Specialist 3	38.46%	25.00%
Social Worker 3	38.33%	30.00%
Social Services Analyst 1	37.91%	31.37%
Education Program Consultant 3	36.49%	18.92%
Corrections Sergeant	32.70%	23.39%
Probation and Parole Officer 1 – Adult	32.00%	30.00%
Juvenile Justice Specialist 2	31.48%	22.22%
Child Welfare Specialist 1	31.45%	29.03%
Practical Nurse/Licensed 2	30.77%	21.98%
Mobile Equipment Operator 1	28.81%	16.71%
Police Officer 2-A	27.18%	22.56%
Corrections Guard/Therapeutic	27.12%	16.27%
Registered Nurse 2	26.67%	15.00%
Social Services Counselor 3	24.56%	19.30%
Engineer Technician 1	23.46%	17.28%
Accounting Specialist 2	23.31%	17.79%
Administrative Coordinator 2	21.31%	16.19%
Juvenile Justice Specialist 3	20.65%	15.48%
Horticulture Attendant	20.29%	15.94%
Engineer Technician 3	19.74%	19.74%
Library Specialist 2	19.61%	11.76%
Administrative Supervisor 2	19.27%	17.43%
Child Welfare Specialist 2	19.10%	17.91%

### Key Points

- Social Service classifications have some of the highest turnover rates.
- Correctional Officers also experienced high turnover. This is consistent with years previous.