

# State of Louisiana SCS Annual Report on Turnover Fiscal Year 2016-2017



Byron P. Decoteau, Jr., Director  
Department of State Civil Service  
November 3, 2017

## 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 2016-2017, 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, 2017 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 2016-2017 is 17.01%. This is a slight increase from the 16.79% reported in FY 2015-2016. The statewide voluntary turnover rate for FY 2016-2017 is 13.10%. This is a slight decrease from the 13.14% reported in FY 2015-2016.

The protective services pay schedule saw the highest total turnover rate with 33.99%. This is an increase from the 28.76% that was reported in FY 2015-2016.

There were 36,088 employees at the end of FY 2016-2017, down from the 36,363 at the end of FY 2015-2016. This is a decrease of 275 employees.



## Contents

Introduction.....	1
Executive Summary .....	2
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 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	11252	1179	10.48%	1043	9.27%
MS – Medical	2558	604	23.61%	458	17.90%
PS – Protective Services	5770	1961	33.99%	1364	23.64%
SS – Social Services	5896	987	16.74%	764	12.96%
TS – Scientific and Technical	4672	344	7.36%	314	6.72%
WS – Technicians and Skilled Trades	5940	1031	17.36%	756	12.73%
Separations with No Incumbents <sup>1</sup>	-	32	-	30	-
<b>TOTAL</b>	<b>36088<sup>2</sup></b>	<b>6138</b>	<b>17.01%</b>	<b>4729</b>	<b>13.10%</b>

### 1.2: Turnover by EEO Category

EEO CATEGORY	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3110	273	8.78%	258	8.30%
OC – Office/Clerical	4188	517	12.34%	450	10.74%
PA – Paraprofessional	3152	800	25.38%	524	16.62%
PR – Professional	13477	1418	10.52%	1280	9.50%
PS – Protective Services	4606	1832	39.77%	1242	26.96%
SC – Skilled Crafts	3696	520	14.07%	388	10.50%
SM – Service Maintenance	1680	459	27.32%	321	19.11%
TE - Technical	2179	287	13.17%	236	10.83%
Separations with No Incumbents <sup>1</sup>	-	32	-	30	-
<b>TOTAL</b>	<b>36088<sup>2</sup></b>	<b>6138</b>	<b>17.01%</b>	<b>4729</b>	<b>13.10%</b>

The Statewide Turnover Rate realized a slight increase in Fiscal Year 2016-2017.

<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.

<sup>2</sup> 36,088 is the total number of classified employees as reported by state agencies.

## 2.1: Comparison by Pay Schedule

PAY SCHEDULE	FY 15-16		FY 16-17		PT Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
<b>AS – Administrative</b>	10.99%	9.70%	10.48%	9.27%	-0.51	-0.43
<b>MS – Medical</b>	24.19%	17.88%	23.61%	17.90%	-0.58	+0.02
<b>PS – Protective Services</b>	28.76%	20.85%	33.99%	23.64%	+5.23	+2.79
<b>SS – Social Services</b>	18.05%	14.22%	16.74%	12.96%	-1.31	-1.26
<b>TS – Scientific and Technical</b>	8.03%	7.43%	7.36%	6.72%	-0.67	-0.71
<b>WS – Technicians and Skilled Trades</b>	17.79%	12.85%	17.36%	12.73%	-0.43	-0.12
<b>STATEWIDE TURNOVER TOTALS</b>	16.79%	13.14%	17.01%	13.10%	+0.22	-0.04

## 2.2: Comparison by EEO Category

EEO CATEGORY	FY 15-16		FY 16-17		PT Change	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
<b>OA – Officials and Administrators</b>	8.53%	7.87%	8.78%	8.30%	+0.25	+0.43
<b>OC – Office/Clerical</b>	12.36%	10.89%	12.34%	10.74%	-0.02	-0.15
<b>PA – Paraprofessional</b>	26.48%	16.94%	25.38%	16.62%	-1.10	-0.32
<b>PR - Professional</b>	11.21%	10.11%	10.52%	9.50%	-0.69	-0.61
<b>PS – Protective Services</b>	33.82%	24.07%	39.77%	26.96%	+5.95	+2.89
<b>SC – Skilled Crafts</b>	14.47%	10.64%	14.07%	10.50%	-0.40	-0.14
<b>SM – Service Maintenance</b>	26.94%	18.36%	27.32%	19.11%	+0.38	+0.75
<b>TE - Technical</b>	15.57%	13.45%	13.17%	10.83%	-2.40	-2.62
<b>STATEWIDE TURNOVER TOTALS</b>	16.79%	13.14%	17.01%	13.10%	+0.22	-0.04

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

### 3.1: Separation Counts by Type of Separation<sup>3</sup>

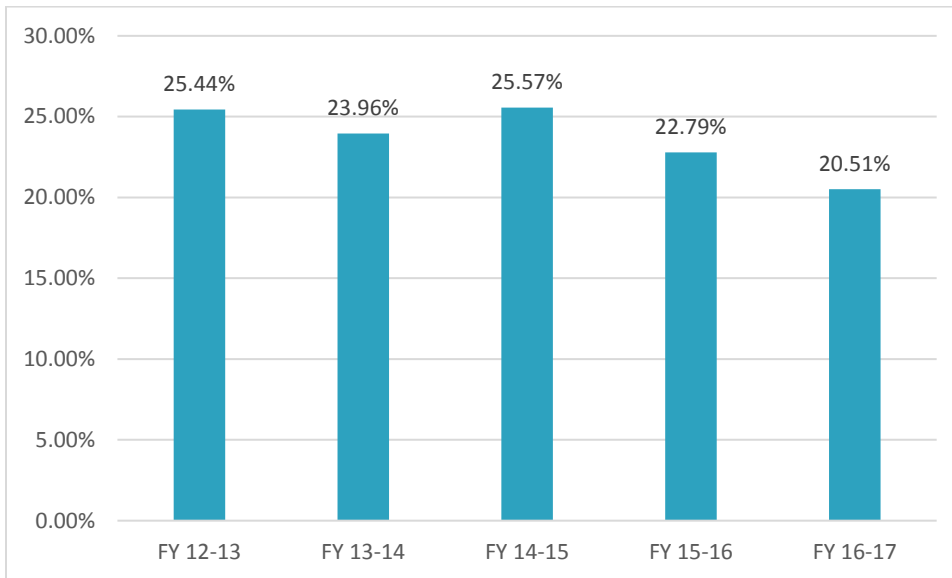
Fiscal Year 2016 – 2017

Separation Reason	Separation Count
Death	73
Dismissal	131
Layoff – Permanent	25
Layoff – Probational	3
Non-Disciplinary Removal	43
Non-Disciplinary Removal – Exhaustion of Sick Leave	32
Non-Disciplinary Removal – Unscheduled Absence	3
Resign to Avoid Dismissal	12
Resign – Better Job Other Industry	315
Resign – Military	5
Resign – Pay Reasons	262
Resign – Pending Disciplinary Action	2
Resign – Personal	1688
Resign – Reason Not Stated	718
Resign – Shift/Locale/Housing	49
Resign – To Attend School	62
Resign – Work Related	284
Retirement	1259
Separation From Probation	1172
<b>Total Separations</b>	<b>6138</b>

---

<sup>3</sup> 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 2013 – 2017



#### 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 2016 10.04% of state employees are currently eligible to retire.
- The same document shows that 15.87% of state employees are eligible to retire within 5 years.



#### 4.1: Turnover Rates by Agency Fiscal Year 2016-2017

DEPARTMENT	EMPLOYEES	TOTAL TO		VOLUNTARY TO	
		# SEP	TO%	# SEP	TO %
Executive Department	2067	195	9.43%	173	8.37%
Veterans Affairs	779	297	38.13%	193	24.78%
Economic Development	60	4	6.67%	4	6.67%
CRT	520	72	13.85%	60	11.54%
DOTD	4232	456	10.78%	369	8.72%
DPSC – Corrections	4509	1501	33.29%	1057	23.44%
DPSC – Public Safety	1362	146	10.72%	136	9.99%
DYS – Office of Juvenile Justice	727	301	41.40%	186	25.58%
LDH	6390	1131	17.70%	836	13.08%
DCFS	3238	364	11.24%	350	10.81%
DNR	270	21	7.78%	21	7.78%
Revenue	641	47	7.33%	42	6.55%
DEQ	654	49	7.49%	46	7.03%
LWC	781	120	15.36%	106	13.57%
Wildlife and Fisheries	739	39	5.28%	37	5.01%
Civil Service Agencies	159	20	12.58%	14	8.81%
Higher Education	5169	847	16.39%	694	13.43%
Health Care Services	275	64	23.27%	45	16.36%
Education	311	44	14.15%	40	12.86%
Education – Other	321	50	15.58%	40	12.46%
Public Service Commission	65	12	18.46%	11	16.92%
Agriculture	488	42	8.61%	39	7.99%
Insurance	191	9	4.71%	7	3.66%
Lieutenant Governor	2	0	0.00%	0	0.00%
Secretary of State	358	23	6.42%	23	6.42%
Treasury	44	1	2.27%	1	2.27%
Retirement Systems	275	19	6.91%	17	6.18%
Housing Authorities	583	88	15.09%	55	9.43%
Ports and Levee Boards	878	136	15.49%	100	11.39%
Independent	0	0	0.00%	0	0.00%
Separations with No Incumbents <sup>4</sup>	-	40	-	27	-
<b>Totals</b>	<b>36088<sup>5</sup></b>	<b>6138</b>	<b>17.01%</b>	<b>4729</b>	<b>13.10%</b>

<sup>4</sup> 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.

<sup>5</sup> 36,363 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 2016 - 2017

Job Title	Total Turnover	Voluntary Turnover
Corrections Cadet	194.21%	102.44%
Juvenile Justice Specialist 1	106.77%	53.38%
Residential Services Specialist 1	99.32%	34.93%
Nursing Assistant 2	56.64%	33.19%
Corrections Sergeant	44.55%	34.77%
Engineering Technician 1	42.00%	30.00%
Child Welfare Specialist 1	35.71%	31.25%
Custodian 1	35.69%	23.42%
Practical Nurse/Licensed 2	35.48%	20.43%
Laborer	33.33%	20.37%
Mobile Equipment Operator 1	32.27%	19.48%
Social Services Analyst 1	31.29%	26.99%
Juvenile Justice Specialist 3	29.10%	22.39%
Corrections Guard/Therapeutic	28.98%	22.29%
Residential Services Specialist 2	27.52%	19.91%
Police Officer 2-A	26.75%	20.61%
Parks Buildings/Grounds Attendant	25.93%	20.37%
Custodian 2	25.11%	18.14%
Maintenance Repairer 1	25.00%	17.19%
RN 3	23.96%	21.53%
Child Welfare Specialist Trainee	23.46%	23.46%
Probation and Parole Officer 1/Adult	22.81%	17.54%
Mobile Equipment Operator 2	22.18%	17.82%
Psych Aide 2	21.43%	14.94%
Custodian Supervisor 1	21.13%	16.90%
Social Worker 3	19.64%	16.07%
Social Services Counselor 3	19.61%	17.65%
Accounting Specialist 2	19.53%	16.41%
Horticultural Attendant	19.35%	19.35%
Practical Nurse/Licensed 3	18.60%	15.24%

#### Key Points

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