

State of Louisiana Annual Report on Turnover

Fiscal Year 2019-2020

PREPARED FOR THE STATE CIVIL SERVICE COMMISSION

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STATECIVILSERVICE

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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 2019-2020, 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, 2020, 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 2019-2020 is 15.52%. This is a decrease from the 16.89% reported in FY 2018-2019. The statewide voluntary turnover rate for FY 2019-2020 is 11.63%. This is a decrease from the 12.59% reported in FY 2018-2019.

The protective services pay schedule saw the highest total turnover rate with 34.14%. This is an increase from the 33.25% that was reported in FY 2018-2019.

There were 36,279 employees at the end of FY 2019-2020, up slightly from the 36,262 at the end of FY 2018-2019. This is an increase of 17 employees.

1.1 Turnover by Pay Schedule

| PAY SCHEDULE | EMPLOYEES | TOTAL TO | | VOL TO | |
|---|--------------------------|-------------|---------------|-------------|---------------|
| | | # SEP | TO % | # SEP | TO % |
| AS – Administrative | 11163 | 1058 | 9.48% | 911 | 8.16% |
| MS – Medical | 2647 | 512 | 19.34% | 404 | 15.26% |
| PS – Protective Services | 5756 | 1965 | 34.14% | 1268 | 22.03% |
| SS – Social Services | 6062 | 877 | 14.47% | 691 | 11.40% |
| TS – Scientific and Technical | 4763 | 320 | 6.72% | 286 | 6.00% |
| WS – Technicians and Skilled Trades | 5887 | 877 | 14.90% | 642 | 10.91% |
| Separations with No Incumbents ¹ | 1 | 22 | N/A | 19 | N/A |
| TOTAL | 36279² | 5631 | 15.52% | 4221 | 11.63% |

1.2 Turnover by EEO Category

| EEO CATEGORY | EMPLOYEES | TOTAL TO | | VOL TO | |
|---|--------------------------|-------------|---------------|-------------|---------------|
| | | # SEP | TO % | # SEP | TO % |
| OA – Officials and Administrators | 3276 | 246 | 7.51% | 230 | 7.02% |
| OC – Office/Clerical | 3822 | 429 | 11.22% | 364 | 9.52% |
| PA – Paraprofessional | 3097 | 714 | 23.05% | 497 | 16.05% |
| PR – Professional | 13959 | 1322 | 9.47% | 1170 | 8.38% |
| PS – Protective Services | 4566 | 1827 | 40.01% | 1150 | 25.19% |
| SC – Skilled Crafts | 3517 | 466 | 13.25% | 327 | 9.30% |
| SM – Service Maintenance | 1803 | 367 | 20.35% | 276 | 15.31% |
| TE - Technical | 2238 | 238 | 10.63% | 188 | 8.40% |
| Separations with No Incumbents ¹ | 1 | 22 | N/A | 19 | N/A |
| TOTAL | 36279² | 5631 | 15.52% | 4221 | 11.63% |

The Statewide Turnover Rate realized a decrease in Fiscal Year 2019-2020.

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 assessments.

² 36,279 is the total number of classified employees as reported by state agencies.

2.1 Comparison by Pay Schedule

| PAY SCHEDULE | FY 18-19 | | FY 19-20 | | Change | |
|-------------------------------------|----------|--------|----------|--------|--------|-------|
| | TOTAL | VOL | TOTAL | VOL | TOTAL | VOL |
| AS – Administrative | 10.38% | 9.09% | 9.48% | 8.16% | -0.90 | -0.93 |
| MS – Medical | 21.53% | 15.66% | 19.34% | 15.26% | -2.19 | -0.40 |
| PS – Protective Services | 33.25% | 20.61% | 34.14% | 22.03% | +0.89 | +1.42 |
| SS – Social Services | 15.30% | 11.88% | 14.47% | 11.40% | -0.83 | -0.48 |
| TS – Scientific and Technical | 7.79% | 7.14% | 6.72% | 6.00% | -1.07 | -1.14 |
| WS – Technicians and Skilled Trades | 19.11% | 14.44% | 14.90% | 10.91% | -4.21 | -3.53 |
| STATEWIDE TURNOVER TOTALS | 16.89% | 12.59% | 15.52% | 11.63% | -1.43 | -1.01 |

2.2 Comparison by EEO Category

| EEO CATEGORY | FY 18-19 | | FY 19-20 | | Change | |
|-----------------------------------|----------|--------|----------|--------|--------|-------|
| | TOTAL | VOL | TOTAL | VOL | TOTAL | VOL |
| OA – Officials and Administrators | 7.73% | 7.14% | 7.51% | 7.02% | -0.22 | -0.12 |
| OC – Office/Clerical | 12.18% | 10.39% | 11.22% | 9.52% | -0.96 | -0.87 |
| PA – Paraprofessional | 23.56% | 15.40% | 23.05% | 16.05% | -0.51 | 0.65 |
| PR - Professional | 10.46% | 9.30% | 9.47% | 8.38% | -0.99 | -0.92 |
| PS – Protective Services | 39.31% | 23.68% | 40.01% | 25.19% | +0.70 | +1.51 |
| SC – Skilled Crafts | 15.84% | 12.08% | 13.25% | 9.30% | -2.59 | -2.78 |
| SM – Service Maintenance | 27.57% | 19.95% | 20.35% | 15.31% | -7.22 | -4.64 |
| TE - Technical | 13.17% | 10.92% | 10.63% | 8.40% | -2.54 | -2.52 |
| STATEWIDE TURNOVER TOTALS | 16.89% | 12.59% | 15.52% | 11.63% | -1.37 | -0.96 |

The Technicians and Skilled Trades Schedule realized the largest decrease in total turnover this fiscal year.

3.1: Separation Counts by Type of Separation³

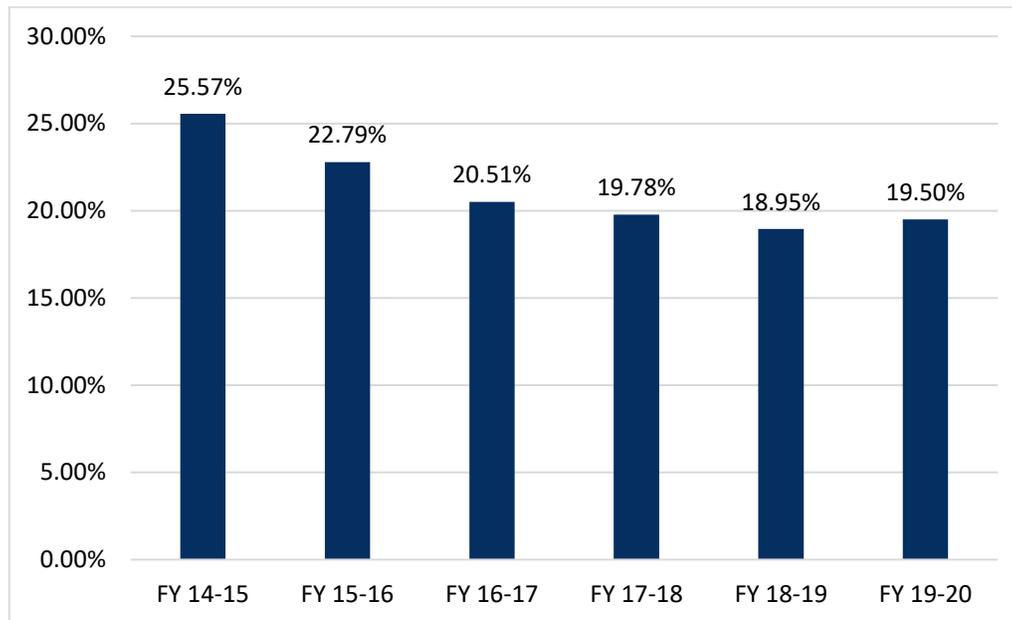
Fiscal Year 2019-2020

| Separation Reason | Separation Count |
|---|------------------|
| Death | 65 |
| Dismissal | 105 |
| Layoff – Permanent | 8 |
| Layoff – Probational | 0 |
| Non-Disciplinary Removal | 32 |
| Non-Disciplinary Removal – Exhaustion of Sick Leave | 14 |
| Non-Disciplinary Removal – Unscheduled Absence | 1 |
| Resign to Avoid Dismissal | 20 |
| Resign – Better Job Other Industry | 140 |
| Resign – Military | 2 |
| Resign – Pay Reasons | 137 |
| Resign – Pending Disciplinary Action | 0 |
| Resign – Personal | 1665 |
| Resign – Reason Not Stated | 795 |
| Resign – Shift/Locale/Housing | 32 |
| Resign – To Attend School | 23 |
| Resign – Work Related | 244 |
| Retirement | 1098 |
| Separation From Probation | 1250 |
| Total Separations | 5631 |

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 2015-2020



Key Points

- Retirements as a percentage of separations increased slightly from last year.
- According to the current Louisiana State Civil Service Agency Workforce Profiles Report:
 - 10.08% of state employees are eligible to retire.
 - 14.88% of state employees are eligible to retire within 5 years.
 - 37.62% of the state workforce has 5 or less years of service.

4.1: Turnover Rates by Agency

Fiscal Year 2019-2020

| DEPARTMENT | EMPLOYEES | TOTAL TO | | VOLUNTARY TO | |
|---|--------------------------|-------------|---------------|--------------|---------------|
| | | # SEP | TO% | # SEP | TO % |
| Executive Department | 2182 | 158 | 7.24% | 135 | 6.19% |
| Veterans Affairs | 739 | 282 | 38.16% | 210 | 28.42% |
| Economic Development | 60 | 3 | 5.00% | 3 | 5.00% |
| CRT | 510 | 63 | 12.35% | 50 | 9.80% |
| DOTD | 4145 | 432 | 10.42% | 328 | 7.91% |
| DPSC – Corrections | 4515 | 1283 | 28.42% | 838 | 18.56% |
| DPSC – Public Safety | 1393 | 117 | 8.40% | 104 | 7.47% |
| Office of Juvenile Justice | 723 | 520 | 71.92% | 344 | 47.58% |
| LDH | 7023 | 1066 | 15.18% | 760 | 10.82% |
| DCFS | 3280 | 365 | 11.13% | 335 | 10.21% |
| DNR | 275 | 23 | 8.36% | 18 | 6.55% |
| Revenue | 646 | 49 | 7.59% | 41 | 6.35% |
| DEQ | 677 | 40 | 5.91% | 38 | 5.61% |
| LWC | 769 | 90 | 11.70% | 78 | 10.14% |
| Wildlife and Fisheries | 722 | 64 | 8.86% | 62 | 8.59% |
| Civil Service Agencies | 154 | 21 | 13.64% | 16 | 10.39% |
| Higher Education | 4746 | 598 | 12.60% | 516 | 10.87% |
| Health Care Services | 274 | 37 | 13.50% | 29 | 10.58% |
| Education | 431 | 40 | 9.28% | 36 | 8.35% |
| Education – Other | 160 | 25 | 15.63% | 23 | 14.38% |
| Public Service Commission | 61 | 6 | 9.84% | 5 | 8.20% |
| Agriculture & Forestry | 512 | 31 | 6.05% | 28 | 5.47% |
| Department of Insurance | 191 | 15 | 7.85% | 15 | 7.85% |
| Lieutenant Governor | 2 | 0 | 0.00% | 0 | 0.00% |
| Secretary of State | 354 | 21 | 5.93% | 19 | 5.37% |
| Department of Treasury | 38 | 7 | 18.42% | 4 | 10.53% |
| Retirement Systems | 262 | 18 | 6.87% | 15 | 5.73% |
| Housing Authorities | 515 | 93 | 18.06% | 49 | 9.51% |
| Ports and Levee Boards | 920 | 136 | 14.78% | 103 | 11.20% |
| Separations with No Incumbents ⁴ | 0 | 28 | N/A | 19 | N/A |
| Totals | 36279⁵ | 5631 | 15.52% | 4221 | 11.63% |

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 had 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 36,279 is the total number of classified employees as reported by state agencies.

5.1: Job Titles with Highest Total Turnover Rates

Fiscal Year 2019-2020

Includes only those job titles with 50 or more incumbents.

| Job Title | Pay Level | Total Turnover | Voluntary Turnover |
|--------------------------|-----------|----------------|--------------------|
| JUV JUST SPEC 1 | PS 105 | 229.46% | 138.39% |
| CORRS CADET | PS 105 | 179.00% | 78.08% |
| JUV JUST SPEC 3 | PS 107 | 70.73% | 45.53% |
| RESID SVCS SPEC 1 | SS 403 | 69.94% | 28.83% |
| LAB TECH ASST 1 | MS 504 | 60.00% | 54.00% |
| NURSING ASST 2 | MS 505 | 50.88% | 33.19% |
| CORRS SGT | PS 106 | 47.18% | 31.30% |
| MOBILE EQUIP OPERATOR 1 | WS 209 | 39.05% | 20.71% |
| SOC SERV ANAL 1 | SS 410 | 37.11% | 29.56% |
| ENG TECH 1 | TS 302 | 36.54% | 15.38% |
| CORRS GUARD/THERAP | PS 106 | 35.81% | 17.24% |
| CHILD WELFARE SPEC 1 | SS 412 | 35.71% | 30.00% |
| PARKS BLDGS/GRNDS ATTEND | WS 205 | 34.00% | 26.00% |
| CUSTODIAN 1 | WS 202 | 33.33% | 23.98% |
| SOC SERV ANAL 2 | SS 411 | 30.09% | 27.88% |
| MOT VEH COMP ANALYST 1 | AS 608 | 28.99% | 24.64% |
| PRACT NURSE/LICENSED, 2 | MS 510 | 28.57% | 23.38% |
| RESID SVCS SPEC 2 | SS 404 | 27.31% | 19.04% |
| FOOD SVC SPEC 3 | WS 205 | 25.49% | 19.61% |
| HOUSING SUPV | AS 613 | 24.00% | 12.00% |
| CHILD WELFARE SPEC 2 | SS 414 | 23.71% | 22.68% |
| ADMIN COORD 1 | AS 605 | 21.43% | 17.14% |
| PROB/PAR OFFICER 1/ADULT | PS 109 | 21.15% | 5.77% |
| PRACT NURSE/LICENSED, 3 | MS 511 | 20.61% | 15.60% |
| SOC SVC COUNS 3 | SS 413 | 18.64% | 11.86% |
| PSYCH AIDE 2 | SS 404 | 18.40% | 12.80% |
| RN SUPERVISOR A | MS 519 | 18.13% | 15.79% |
| ACCOUNTANT 2 | AS 613 | 17.72% | 16.46% |
| CUSTODIAN 2 | WS 203 | 17.49% | 14.53% |
| POLICE OFFICER 2-A | PS 108 | 17.26% | 15.74% |

Key Points

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

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