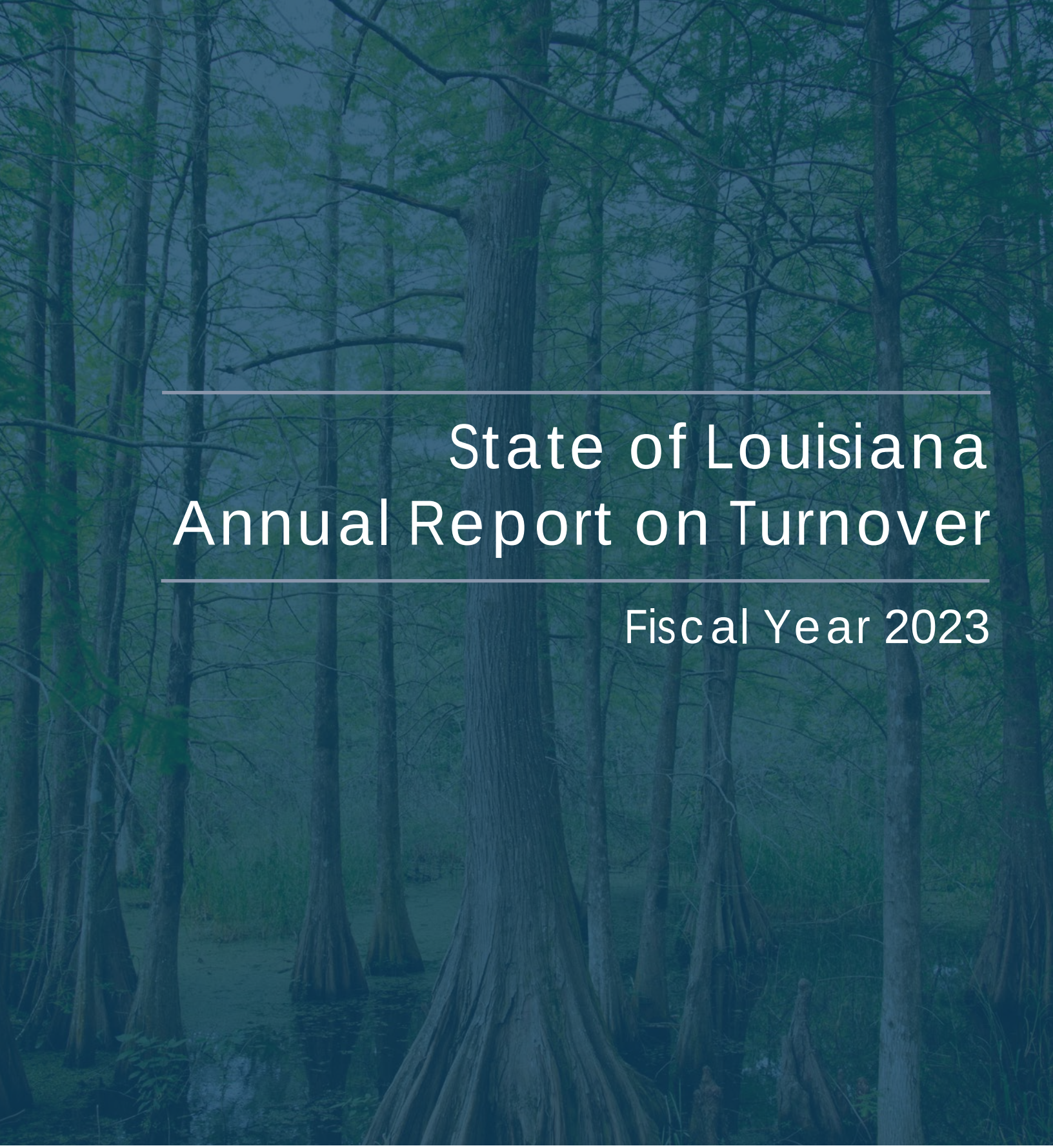


State of Louisiana Annual Report on Turnover

Fiscal Year 2023

STATECIVILSERVICE

PREPARED FOR THE
STATE CIVIL SERVICE COMMISSION

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Louisiana State Civil Service

Table of Contents

Introduction 2

Executive Summary 3

Turnover by Pay Schedule 9

Turnover by EEO Category 9

Comparison by Pay Schedule 10
Fiscal Years 2022 - 2023

Comparison by EEO Category 10
Fiscal Years 2022 - 2023

Comparison of Separation Counts 11
Fiscal Years 2022-2023

Percentage of Retirement Separations 12
Fiscal Years 2018 - 2023

Turnover Rates by Major Agency 13

Job Titles with Highest Total Turnover Rates 14

Contact Information 15

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 2023, 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, 2023, to the number of non-temporary classified employees who separated from state service during the previous twelve months.

Executive Summary

The State of Louisiana Annual Report on Turnover provides an overview of total and voluntary turnover that occurred during Fiscal Year 2023 for classified employees. Figures are reported for categories such as turnover by pay schedule, turnover by EEO category, and turnover by major agency. Additional figures relative to separation counts by reason, top turnover jobs, and a multi-year review of retirement separations are also included.

STATEWIDE TURNOVER

Overall, the statewide total turnover rate for FY 2023 is 18.69%. This percentage is based on 6,444 total separations for the year divided by the state's classified workforce of 34,482 employees as of June 30, 2023. Within the total turnover number, there were 5,014 separations for voluntary reasons resulting in a statewide voluntary turnover rate of 14.54%. Total turnover has increased by 0.27 of a percentage point and voluntary turnover has decreased by 0.62 of a percentage point from the percentages reported last year.

INFORMATION	FY 2022	FY 2023	CHANGE
Classified Workforce	33,957	34,482	+525
Total Separations	6,254	6,444	+190
Voluntary Separations	5,148	5,014	-134
Total Turnover %	18.42%	18.69%	+0.27
Voluntary Turnover %	15.16%	14.54%	-0.62



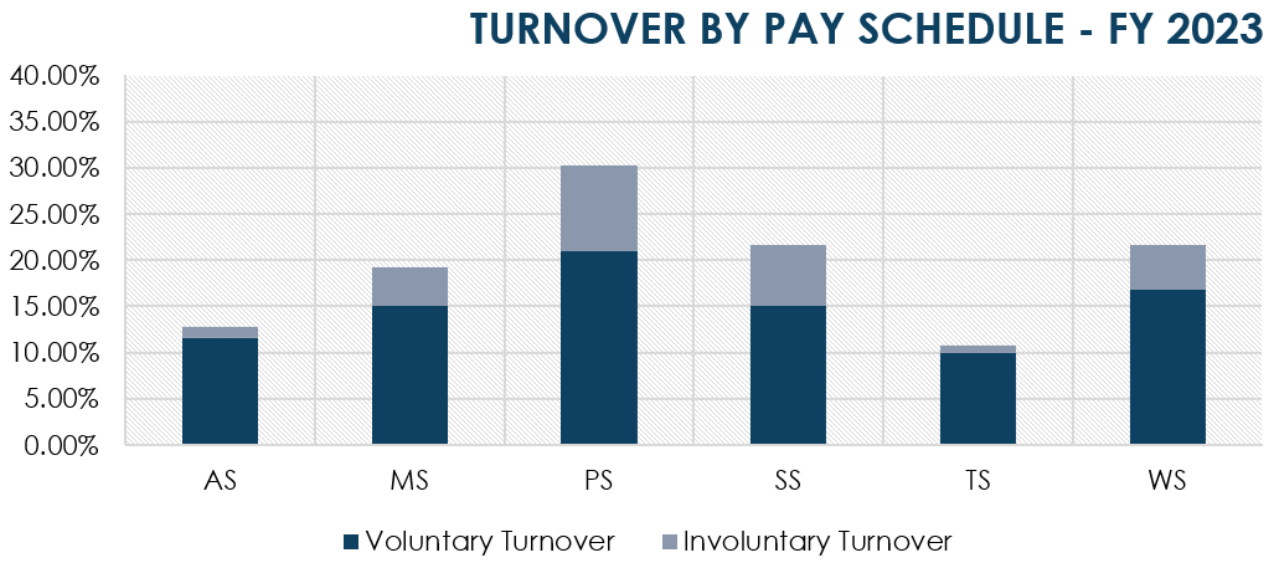


TURNOVER BY PAY SCHEDULE

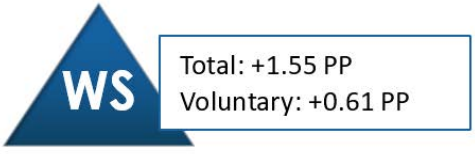
There are six pay schedules within the state classified service.

- Administrative (AS) pay schedule
- Medical (MS) pay schedule
- Protective Services (PS) pay schedule
- Social Services (SS) pay schedule
- Scientific & Technical (TS) pay schedule
- Technician & Skilled Trades (WS) pay schedule

Classified jobs are assigned to a pay schedule based on their job function. A review of turnover by pay schedule indicates that total turnover rates are highest in the PS, WS, and SS pay schedules.



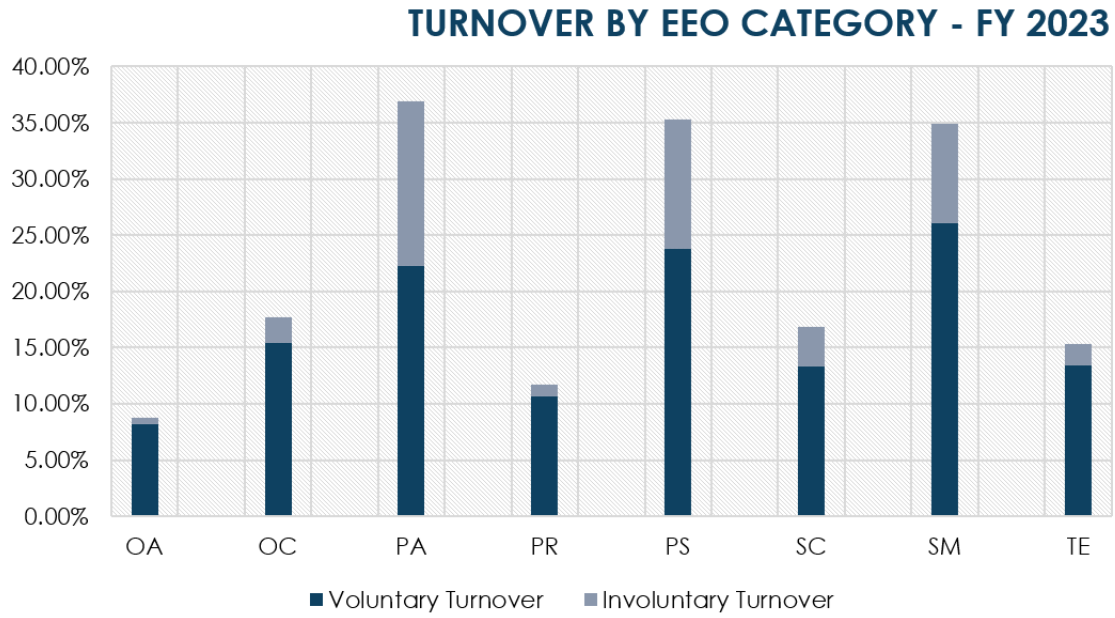
It is important to consider voluntary turnover figures because these employees are leaving state service for voluntary reasons. Voluntary turnover rates for the MS, PS, SS and TS pay schedules have decreased by amounts ranging from -0.15 to -3.32 percentage points, while the AS and WS pay schedules have increased slightly by amounts ranging from +0.41 to +0.61 of a percentage point. Although the voluntary turnover rate remains the highest in the PS pay schedule, it has decreased by -1.45 percentage points since last year. However, the SS pay schedule has the largest decrease in voluntary turnover, at -3.32 percentage points. In contrast, the WS pay schedule has the largest increase in voluntary turnover since last year, at +0.61 of a percentage point.



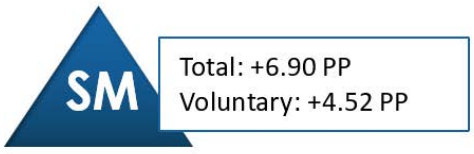


TURNOVER BY EEO CATEGORY

EEO categories are another way of classifying the state's workforce. The EEO categories are determined by the federal Equal Employment Opportunity Commission and include Officials and Administrators (OA), Administrative Support (OC), Paraprofessionals (PA), Professionals (PR), Protective Service Workers (PS), Skilled Craft Workers (SC), Service Maintenance (SM), and Technicians (TE). A review of turnover by EEO category indicates that total turnover rates are highest in the PA, PS, and SM categories.



As compared to last year, voluntary turnover rates for the PA, PR, PS, and SC EEO categories have decreased by amounts ranging from -1.02 to -1.49 percentage points, while the voluntary turnover rates for the OA, OC, SM, and TE EEO categories have increased by amounts ranging from +0.20 to +4.52 percentage points. The PR EEO category has the largest decrease in voluntary turnover since last year, at -1.49 percentage points. In contrast, the SM EEO category has the largest increase in voluntary turnover since last year, at +4.52 percentage points. The SM EEO category has surpassed the PS EEO category this year as having the highest voluntary turnover rate.

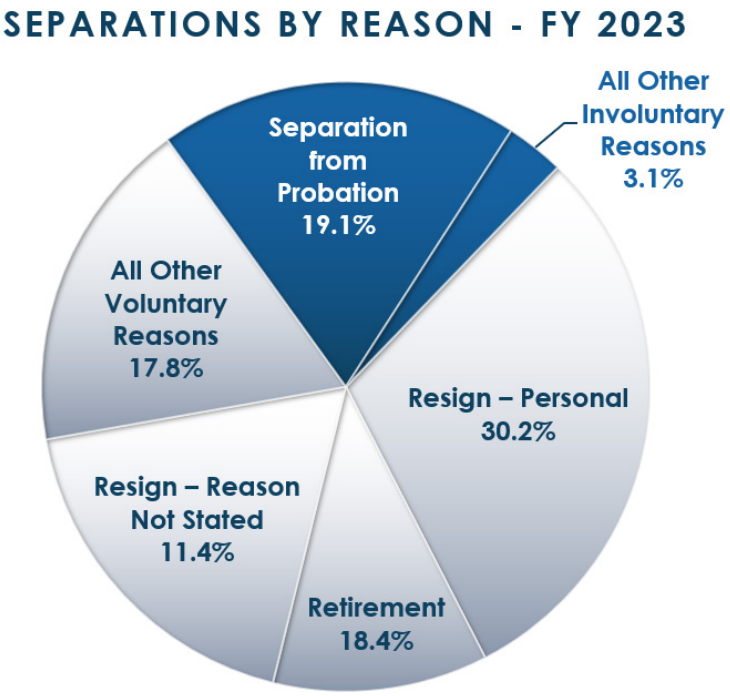






TURNOVER BY SEPARATION REASON

The following graphic provides an overview of the number of separations by separation reason for FY 2023. Voluntary separations are shown in white, while involuntary separations are shown in blue. The largest number of voluntary separations can be attributed to Resign-Personal (30.2%), Retirement (18.4%), and Resign-Reason Not Stated (14%).



As compared to last year, the number of separations has varied. Of 22 total reasons, 11 reasons have increases and 11 reasons have decreases in the number of separations. For the most significant reasons noted in the graphic above, Resign-Personal has increased (+9), Retirement has decreased (-50), Resign–Reason Not Stated has decreased (-130), and Separation from Probation has increased (+320).

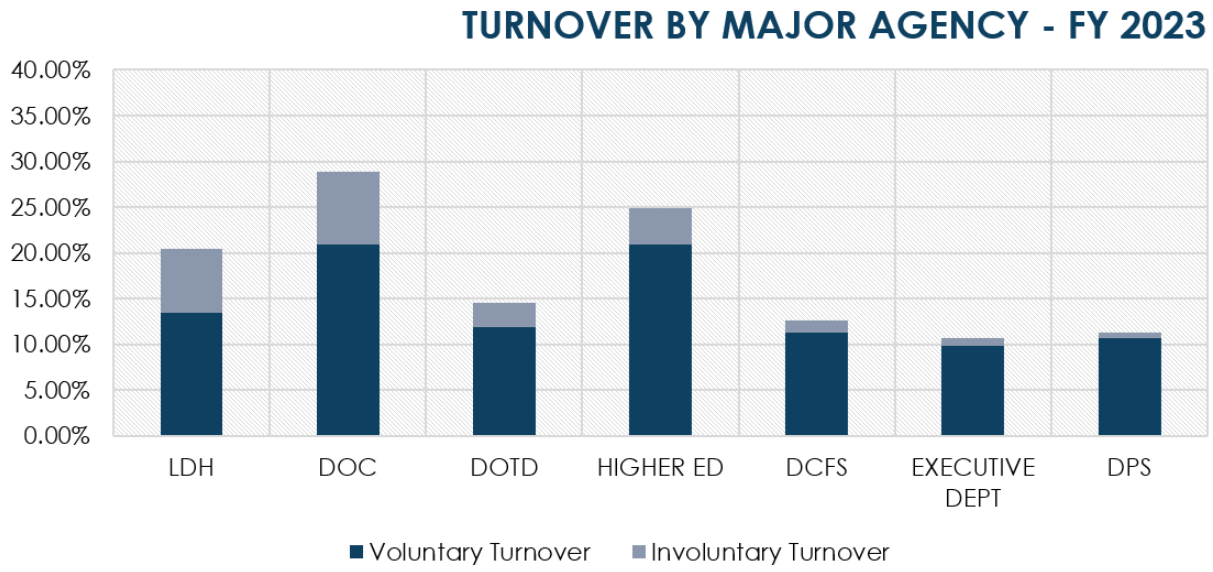
In review of Retirement separations, this number has held relatively constant over the last six fiscal years, with an average percentage point change of -0.28. Currently, 10.07% of the classified workforce is eligible to retire today, while an additional 14.76% are eligible to retire within five years. Currently, 21.55% of classified employees have more than 20 years of service. These figures underscore the importance of agencies developing succession plans for the next generation of leaders in the classified workforce.



TURNOVER BY MAJOR AGENCY

High turnover rates can disrupt business operations and impact the ability of state agencies to carry out their missions. State agencies are categorized into major agencies for the purposes of this report. Major agencies may be comprised of multiple state agencies.

The following graphic provides an overview of the major agencies with over 1,000 employees for FY 2023. They include the Louisiana Department of Health (LDH), the Department of Corrections (DOC), the Department of Transportation and Development (DOTD), Higher Education, the Department of Children and Family Services (DCFS), the Executive Department, and the Department of Public Safety (DPS). A review of turnover by major agency indicates that turnover rates are highest at DOC and Higher Education in FY 2023.



High turnover rates at smaller agencies can be harmful as well because there are fewer employees to cover in the event of a vacancy. Other major agencies with high voluntary turnover rates include the Department of Veterans Affairs (25.30%), the Louisiana Health Care Services Division (20.54%), and the Office of Juvenile Justice (19.97%).



TOP TURNOVER JOBS

There are 139 jobs that have at least 50 incumbents in the classified service. The top 30 jobs with the highest turnover rates are included in this report. Jobs in the PS and the SS pay schedules make up the majority (53.3%) of the top 30 turnover jobs. However, there are a number of jobs in the WS pay schedule also in the top 30 (23.3%). The classifications with the highest total turnover are the Corrections Cadet and Juvenile Justice Specialist 1. Notably, the Corrections Cadet also has voluntary turnover in excess of 100%.

JOB TITLE	PAY LEVEL	TOTAL	VOLUNTARY
CORRECTIONS CADET	PS 105	173.88%	101.49%
JUVENILE JUSTICE SPECIALIST 1	PS 105	129.41%	68.63%

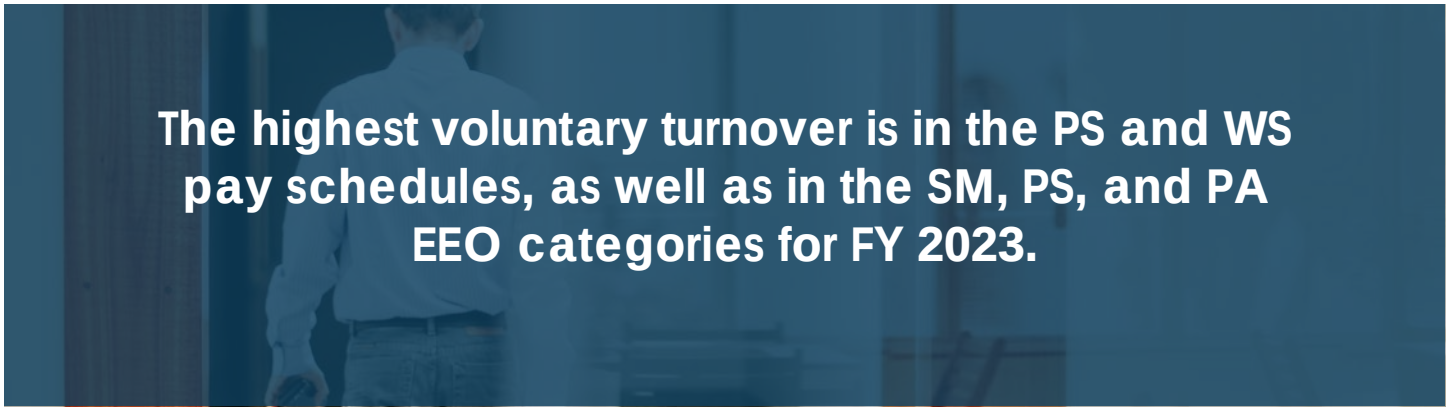
Turnover by Pay Schedule

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
AS – Administrative	10565	1356	12.83%	1226	11.60%
MS – Medical	2379	457	19.21%	357	15.01%
PS – Protective Services	5461	1651	30.23%	1148	21.02%
SS – Social Services	5890	1273	21.61%	887	15.06%
TS – Scientific and Technical	4602	496	10.78%	456	9.91%
WS – Technician and Skilled Trades	5585	1211	21.68%	940	16.83%
STATEWIDE TURNOVER TOTALS	34482[1]	6444	18.69%	5014	14.54%

Turnover by EEO Category

EEO CATEGORY	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3611	317	8.78%	295	8.17%
OC – Administrative Support	3040	537	17.66%	469	15.43%
PA – Paraprofessionals	2716	1002	36.89%	605	22.28%
PR – Professionals	13877	1628	11.73%	1481	10.67%
PS – Protective Service Workers	4268	1508	35.33%	1017	23.83%
SC – Skilled Craft Workers	3308	558	16.87%	442	13.36%
SM – Service Maintenance	1698	593	34.92%	442	26.03%
TE - Technicians	1964	301	15.33%	263	13.39%
STATEWIDE TURNOVER TOTALS	34482[1]	6444	18.69%	5014	14.54%

[1] 34,482 is the total number of classified employees as reported by state agencies.

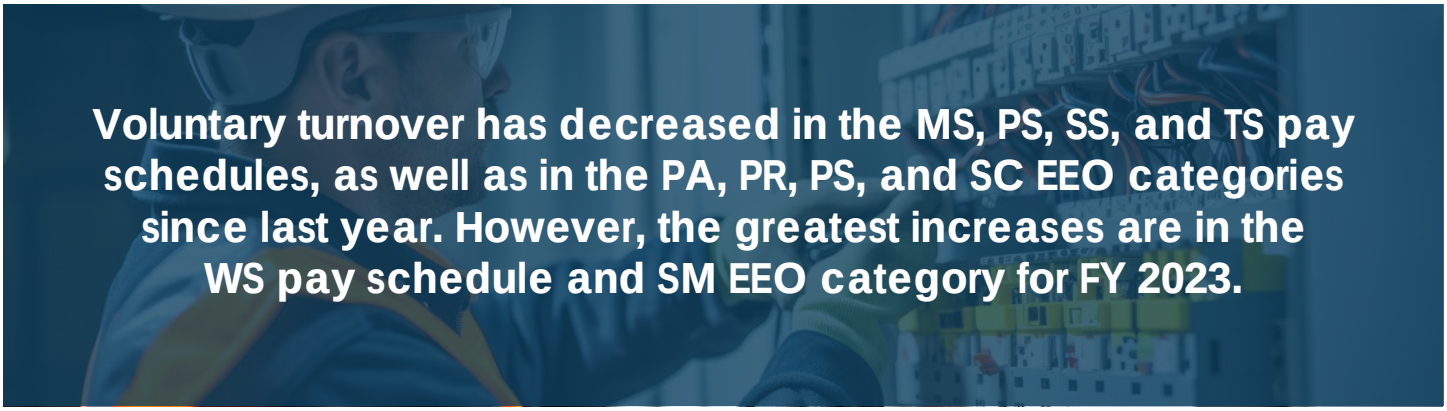


Comparison by Pay Schedule
Fiscal Years 2022-2023

PAY SCHEDULE	FY 22		FY 23		CHANGE	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
AS – Administrative	12.16%	11.19%	12.83%	11.60%	+0.67	+0.41
MS – Medical	20.45%	16.74%	19.21%	15.01%	-1.24	-1.73
PS – Protective Services	30.01%	22.47%	30.23%	21.02%	+0.22	-1.45
SS – Social Services	23.39%	18.38%	21.61%	15.06%	-1.78	-3.32
TS – Scientific and Technical	10.60%	10.06%	10.78%	9.91%	+0.18	-0.15
WS – Technicians and Skilled Trades	20.13%	16.22%	21.68%	16.83%	+1.55	+0.61
STATEWIDE TURNOVER TOTALS	18.42%	15.16%	18.69%	14.54%	+0.27	-0.62

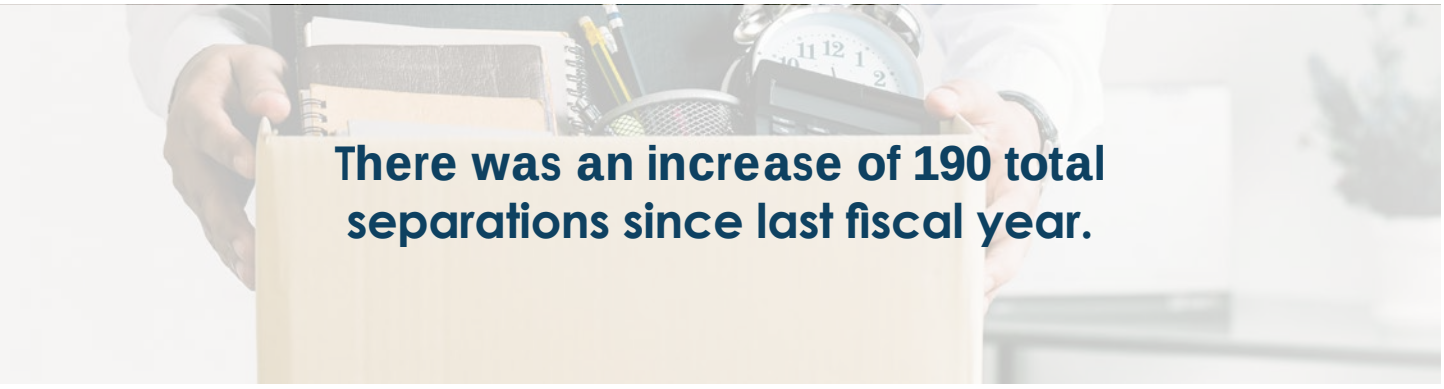
Comparison by EEO Category
Fiscal Years 2022-2023

EEO CATEGORY	FY 22		FY 23		CHANGE	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
OA – Officials and Administrators	7.93%	7.67%	8.78%	8.17%	+0.85	+0.50
OC – Administrative Support	16.51%	15.08%	17.66%	15.43%	+1.15	+0.35
PA – Paraprofessionals	34.55%	23.30%	36.89%	22.28%	+2.34	-1.02
PR - Professionals	13.07%	12.16%	11.73%	10.67%	-1.34	-1.49
PS – Protective Service Workers	34.65%	25.16%	35.33%	23.83%	+0.68	-1.33
SC – Skilled Craft Workers	17.64%	14.57%	16.87%	13.36%	-0.77	-1.21
SM – Service Maintenance	28.02%	21.51%	34.92%	26.03%	+6.90	+4.52
TE - Technicians	14.80%	13.19%	15.33%	13.39%	+0.53	+0.20
STATEWIDE TURNOVER TOTALS	18.42%	15.16%	18.69%	14.54%	+0.27	-0.62

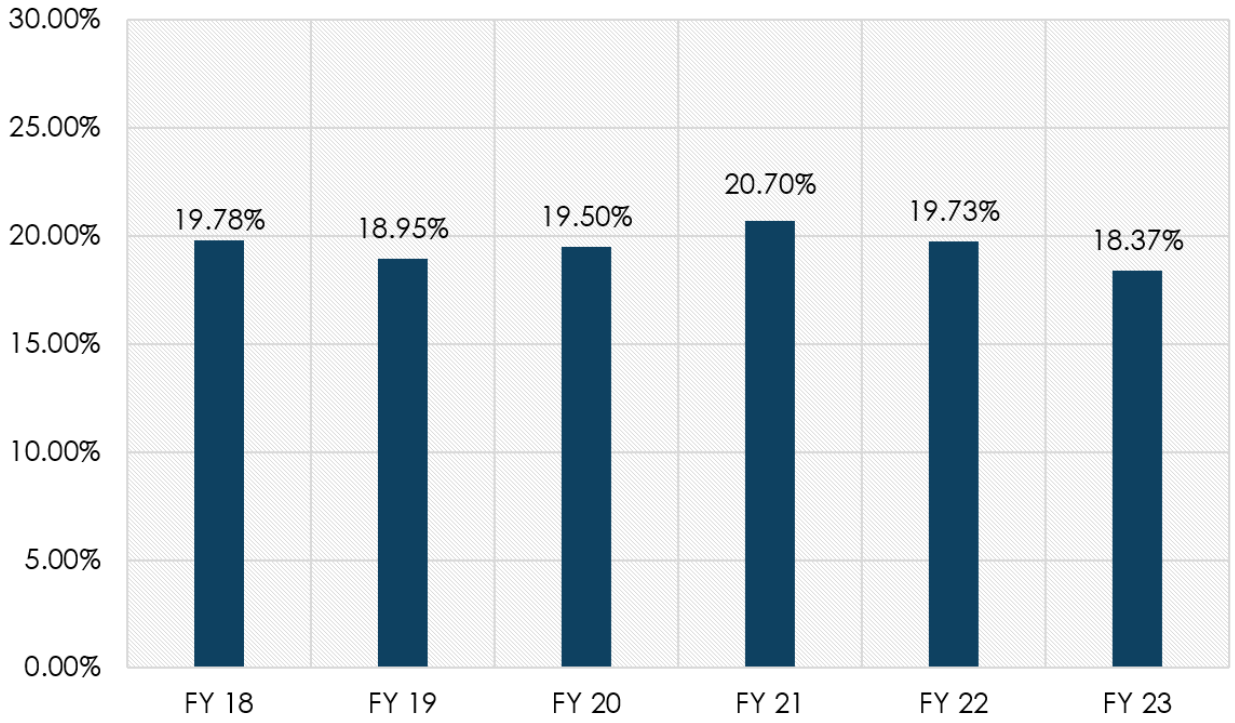


Comparison of Separation Counts
Fiscal Years 2022-2023

SEPARATION REASON	SEPARATION COUNT FY 22	SEPARATION COUNT FY 23	CHANGE
Death	83	67	-16
Dismissal	133	131	-2
Layoff – Permanent	9	0	-9
Layoff – Probational	0	0	0
Non-Disciplinary Removal	39	30	-9
Non-Disciplinary Removal – Exhaustion of Sick Leave	13	30	+17
Non-Disciplinary Removal – Nonqualified	0	2	+2
Non-Disciplinary Removal – Unscheduled Absence	1	6	+5
Resign to Avoid Dismissal	24	42	+18
Resign – Better Job Other Industry	284	366	+82
Resign – Insufficient Telework	0	2	+2
Resign – Military	3	3	0
Resign – No Telework	0	5	+5
Resign – Pay Reasons	294	227	-67
Resign – Pending Disciplinary Action	0	1	+1
Resign – Personal	1938	1947	+9
Resign – Reason Not Stated	866	736	-130
Resign – Shift/Locale/Housing	52	31	-21
Resign – To Attend School	27	35	+8
Resign – Work Related	343	368	+25
Retirement	1234	1184	-50
Separation from Probation	911	1231	+320
STATEWIDE TOTAL SEPARATIONS	**6254**	**6444**	**+190**



Percentage of Retirement Separations
Fiscal Years 2018-2023



Key Points

- Retirements as a percentage of total separations has decreased by 1.36 percentage points since last year and has trended down since FY 21.
- According to the current Louisiana State Civil Service Agency Workforce Profiles Report:
  - 10.07% of state employees are eligible to retire.
  - 14.76% of state employees are eligible to retire within 5 years.
  - 21.55% of employees have more than 20 years of service.

Turnover Rates by Major Agency

MAJOR AGENCY	EMPLOYEES	TOTAL		VOLUNTARY	
		# SEP	TO%	# SEP	TO %
LOUISIANA DEPARTMENT OF HEALTH	6926	1417	20.46%	928	13.40%
DEPARTMENT OF CORRECTIONS	4315	1244	28.83%	901	20.88%
DEPT OF TRANSPORTATION & DEVELOPMENT	4065	590	14.51%	484	11.91%
HIGHER EDUCATION	3982	991	24.89%	832	20.89%
DEPARTMENT OF CHILDREN & FAMILY SERVICES	3333	422	12.66%	378	11.34%
EXECUTIVE DEPARTMENT	2141	229	10.70%	212	9.90%
DEPARTMENT OF PUBLIC SAFETY	1359	154	11.33%	146	10.74%
PORTS, LEVEE BOARDS, FRESH WATER DISTRICTS	807	147	18.22%	110	13.63%
LOUISIANA WORKFORCE COMMISSION	783	110	14.05%	100	12.77%
DEPARTMENT OF WILDLIFE & FISHERIES	683	85	12.45%	80	11.71%
OFFICE OF JUVENILE JUSTICE	666	203	30.48%	133	19.97%
DEPARTMENT OF ENVIRONMENTAL QUALITY	661	76	11.50%	70	10.59%
VETERANS AFFAIRS	660	236	35.76%	167	25.30%
DEPARTMENT OF REVENUE	607	63	10.38%	54	8.90%
DEPARTMENT OF AGRICULTURE & FORESTRY	517	58	11.22%	52	10.06%
DEPARTMENT OF CULTURE, RECREATION & TOURISM	499	87	17.43%	74	14.83%
DEPARTMENT OF EDUCATION	381	61	16.01%	61	16.01%
SECRETARY OF STATE	350	36	10.29%	32	9.14%
HOUSING AUTHORITIES	286	46	16.08%	33	11.54%
DEPARTMENT OF NATURAL RESOURCES	277	33	11.91%	33	11.91%
LOUISIANA HEALTH CARE SERVICES DIVISION	258	67	25.97%	53	20.54%
RETIREMENT SYSTEMS	256	20	7.81%	20	7.81%
DEPARTMENT OF INSURANCE	185	21	11.35%	19	10.27%
EDUCATION - OTHER	167	26	15.57%	23	13.77%
CIVIL SERVICE AGENCIES	158	9	5.70%	7	4.43%
PUBLIC SERVICE COMMISSION	58	7	12.07%	6	10.34%
DEPARTMENT OF ECONOMIC DEVELOPMENT	57	3	5.26%	3	5.26%
DEPARTMENT OF TREASURY	45	3	6.67%	3	6.67%
OFFICE OF THE LIEUTENANT GOVERNOR	0	0	0.00%	0	0.00%
STATEWIDE TURNOVER TOTALS	**34482**[2]	**6444**	**18.69%**	**5014**	**14.54%**

[2] 34,482 is the total number of classified employees as reported by state agencies.

Job Titles with Highest Total Turnover Rates

Includes only those job titles with 50 or more incumbents.

JOB TITLE	PAY LEVEL	TOTAL	VOLUNTARY
CORRECTIONS CADET	PS 105	173.88%	101.49%
JUVENILE JUSTICE SPECIALIST 1	PS 105	129.41%	68.63%
RESIDENTIAL SERVICES SPECIALIST 1	SS 403	118.97%	41.11%
CUSTODIAN 1	WS 202	73.17%	42.44%
CORRECTIONS SERGEANT	PS 106	71.58%	48.42%
ENGINEERING TECHNICIAN 1	TS 302	62.07%	43.10%
PARKS BUILDING AND GROUNDS ATTENDANT	WS 205	56.86%	47.06%
NURSING ASSISTANT 2	MS 505	56.79%	31.48%
CHILD WELFARE SPECIALIST TRAINEE	SS 411	52.63%	43.86%
CHILD WELFARE SPECIALIST 2	SS 414	49.09%	49.09%
PSYCHIATRIC AIDE 2	SS 404	45.92%	32.65%
RESIDENTIAL SERVICES SPECIALIST 2	SS 404	44.27%	28.53%
FOOD SERVICE SPECIALIST 3	WS 205	43.75%	34.38%
JUVENILE JUSTICE SPECIALIST 3	PS 107	37.41%	23.74%
CHILD WELFARE SPECIALIST 1	SS 412	36.00%	30.67%
ADMINISTRATIVE ASSISTANT 2	AS 607	35.85%	30.19%
GUARD	PS 103	35.29%	23.53%
POLICE OFFICER 2--A	PS 108	34.48%	26.21%
MEDICAID ANALYST 1	SS 410	33.78%	17.57%
MOBILE EQUIPMENT OPERATOR 1	WS 209	33.52%	21.79%
CUSTODIAN 2	WS 203	33.43%	28.74%
MOTOR VEHICLE COMPLIANCE ANALYST 1	AS 608	32.47%	27.27%
HUMAN RESOURCES ANALYST A	AS 612	29.82%	26.32%
CORRECTIONS GUARD--THERAPEUTIC	PS 106	27.76%	15.86%
MOBILE EQUIPMENT OPERATOR 2	WS 210	26.57%	21.26%
MAINTENANCE REPAIRER 1	WS 210	26.32%	17.89%
PROFESSIONAL COUNSELOR 4	SS 415	25.93%	25.93%
SOCIAL SERVICES ANALYST 2	SS 411	23.26%	20.16%
ADMINISTRATIVE COORDINATOR 2	AS 607	23.04%	19.82%
ADMINISTRATIVE ASSISTANT 3	AS 609	22.73%	21.36%

Key Points

- Classifications in the PS, SS, and WS pay schedules have some of the highest turnover rates.
- The top turnover jobs such as Corrections Cadet, Juvenile Justice Specialist 1, and Residential Services Specialist 1 consistently make the list each year.

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