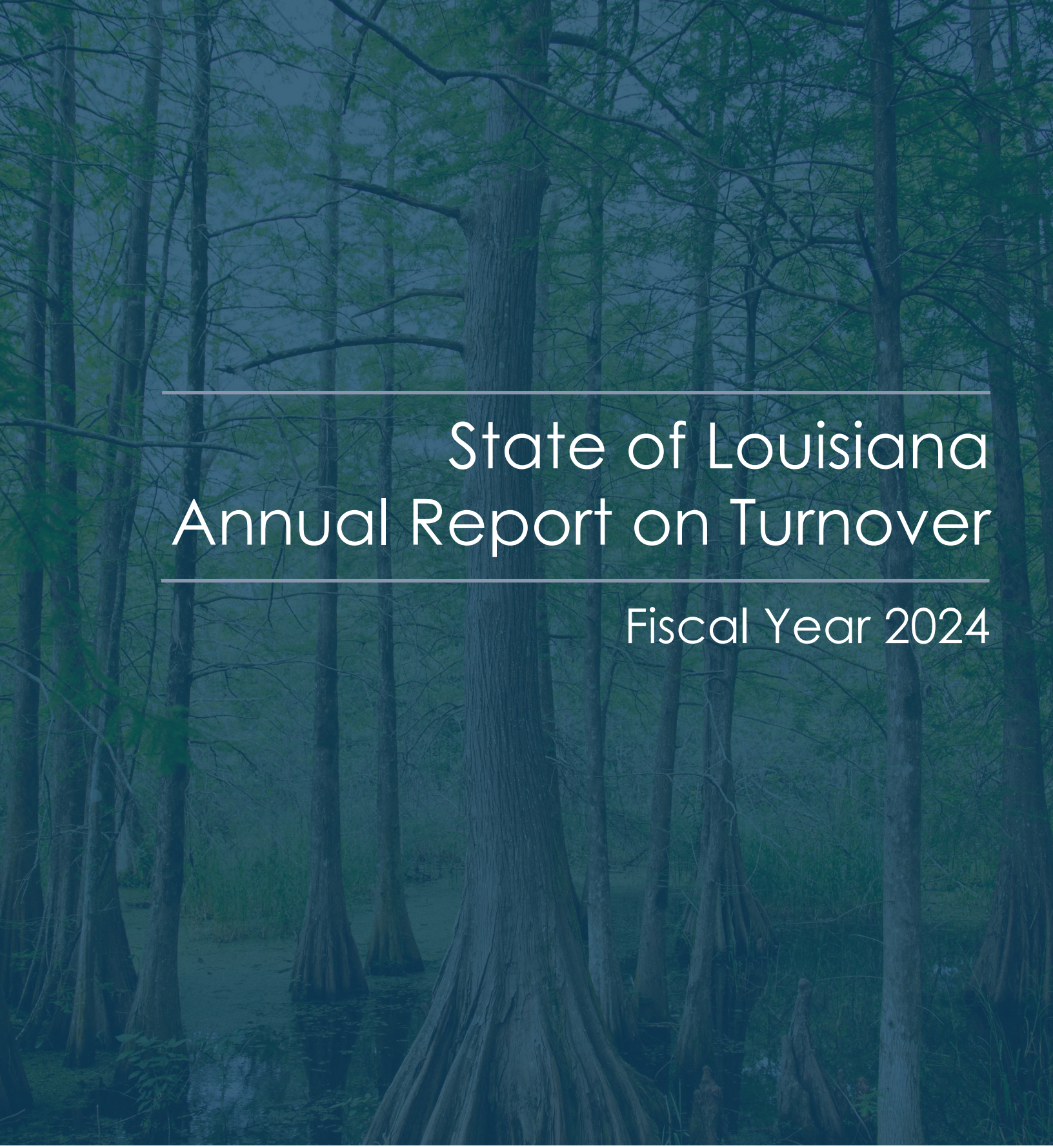


State of Louisiana Annual Report on Turnover

Fiscal Year 2024

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 2023 - 2024

Comparison by EEO Category 10
Fiscal Years 2023 - 2024

Comparison of Separation Counts 11
Fiscal Years 2023-2024

Percentage of Retirement Separations 12
Fiscal Years 2019 - 2024

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 2024, 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, 2024, 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 2024 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 2024 is 19.80%. This percentage is based on 6,984 total separations for the year divided by the state's classified workforce of 35,278 employees as of June 30, 2024. Within the total turnover number, there were 5,035 separations for voluntary reasons resulting in a statewide voluntary turnover rate of 14.27%. Total turnover has increased by 1.11 percentage points and voluntary turnover has decreased by 0.27 of a percentage point from the percentages reported last year.

INFORMATION	FY 2023	FY 2024	CHANGE
Classified Workforce	34,482	35,278	+796
Total Separations	6,444	6,984	+540
Voluntary Separations	5,014	5,035	+21
Total Turnover %	18.69%	19.80%	+1.11
Voluntary Turnover %	14.54%	14.27%	-0.27



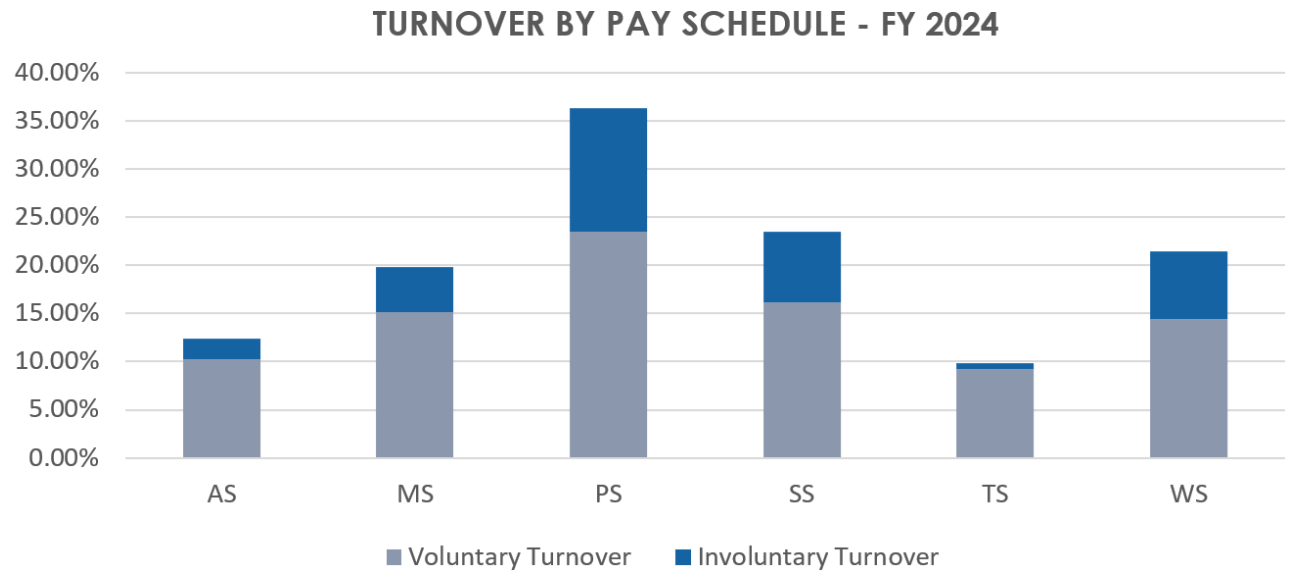


TURNOVER BY PAY SCHEDULE

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 pay schedule, which encompasses law enforcement occupations.



It is important to consider voluntary turnover figures because these employees are leaving state service for voluntary reasons. Voluntary turnover rates for the AS, TS, and WS pay schedules have decreased by amounts ranging from -0.71 to -2.39 percentage points, while the MS, PS, and SS pay schedules have increased by amounts ranging from +0.11 to +2.49 percentage points. The voluntary turnover rate remains the highest in the PS pay schedule and it has increased by +2.49 percentage points since last year. This is the largest increase of all six pay schedules. The WS pay schedule has the largest decrease in voluntary turnover at -2.39 percentage points.

PS

Total: +6.10 PP
Voluntary: +2.49 PP

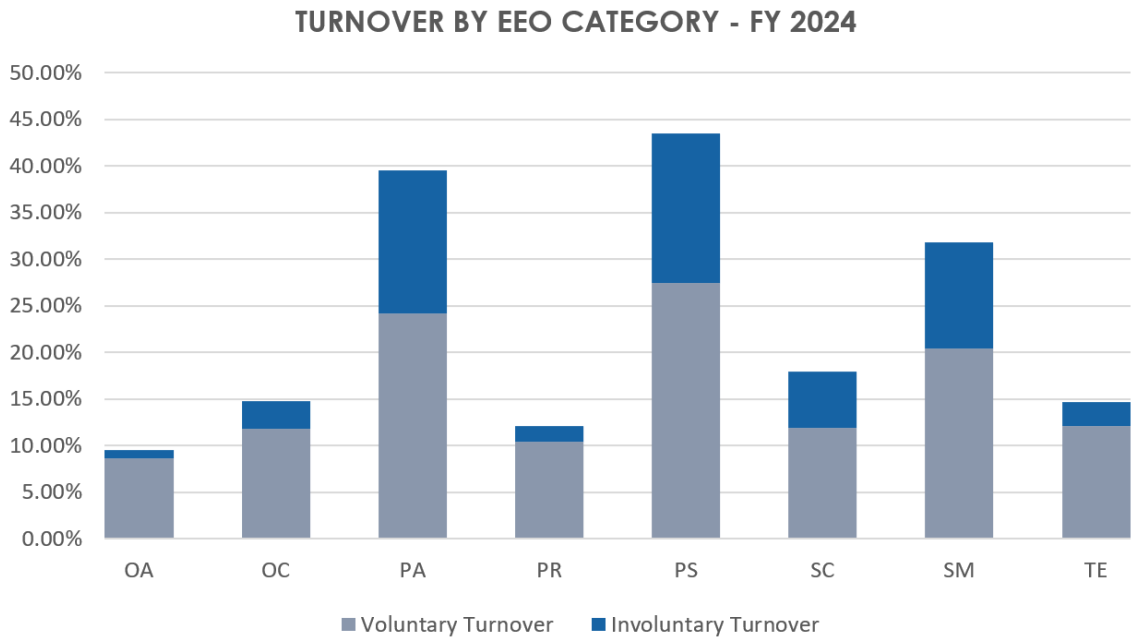
WS

Total: -0.18 PP
Voluntary: -2.39 PP



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 and voluntary turnover rates are highest in the PS category.



As compared to last year, voluntary turnover rates for the OC, PR, SC, SM, and TE EEO categories have decreased by amounts ranging from -0.29 to -5.58 percentage points, while the voluntary turnover rates for the OA, PA, and PS EEO categories have increased by amounts ranging from +0.51 to +3.62 percentage points. The SM EEO category has the largest decrease in voluntary turnover since last year, at -5.58 percentage points. In contrast, the PS EEO category has the largest increase in voluntary turnover since last year, at +3.62 percentage points. The PS EEO category has the highest voluntary turnover rate.

PS

Total: +8.13 PP
Voluntary: +3.62 PP

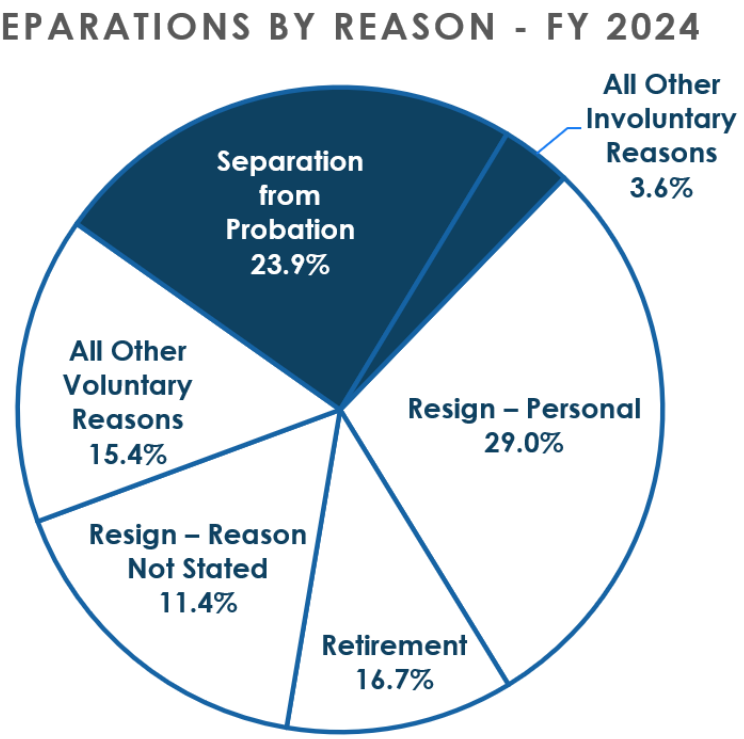
SM

Total: -3.09 PP
Voluntary: -5.58 PP



TURNOVER BY SEPARATION REASON

The following graphic provides an overview of the number of separations by separation reason for FY 2024. 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 (29.0%), Retirement (16.7%), and Resign-Reason Not Stated (11.4%).



As compared to last year, the number of separations has varied. Of 22 total reasons, 14 reasons have increases and eight reasons have decreases in the number of separations. One reason has no change. For the most significant reasons noted in the graphic above, Resign-Personal has increased (+81), Retirement has decreased (-17), Resign–Reason Not Stated has increased (+60), and Separation from Probation has increased (+436).

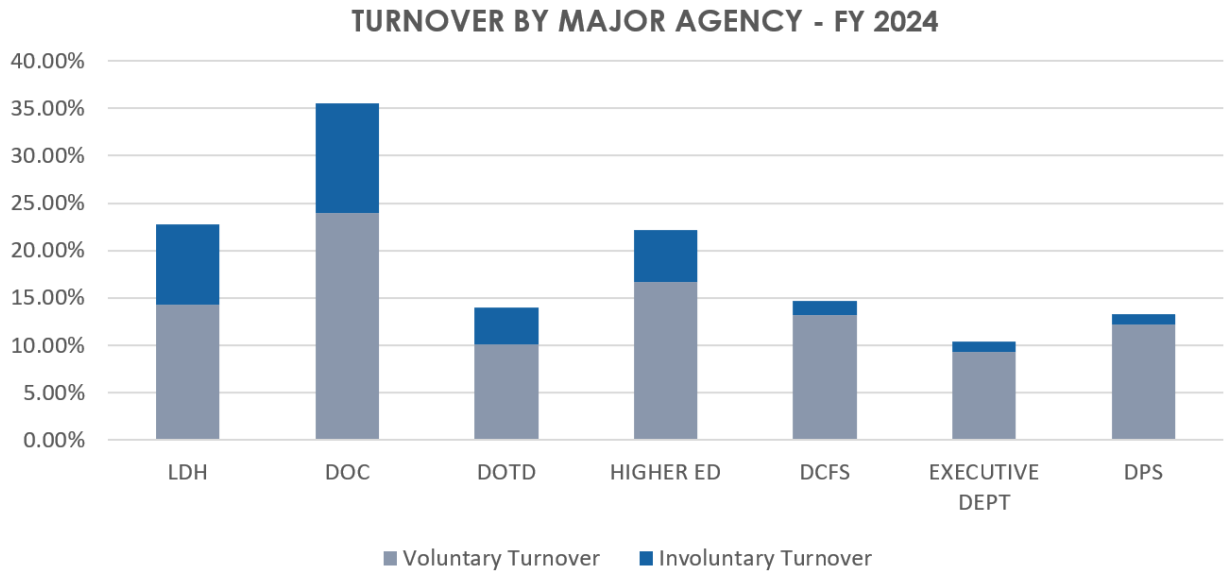
In review of Retirement separations, this number has held relatively constant over the last six fiscal years, with an average percentage point change of -0.45. Currently, 9.72% of the classified workforce is eligible to retire today, while an additional 14.14% are eligible to retire within five years. Currently, 20.58% 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 2024. 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 for FY 2024 indicates that DOC has the highest total and voluntary turnover rate.



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 Office of Juvenile Justice (23.67%), the Department of Veterans Affairs (22.63%), and the Louisiana Health Care Services Division (17.11%).



TOP TURNOVER JOBS

There are 143 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 (63.3%) of the top 30 turnover jobs. The classifications with the highest total turnover are the Corrections Cadet and Residential Services Specialist 1. Notably, the Corrections Cadet also has voluntary turnover in excess of 100%.

JOB TITLE	PAY LEVEL	TOTAL	VOLUNTARY
CORRECTIONS CADET	PS-105	203.66%	108.42%
RESIDENTIAL SERVICES SPECIALIST 1	SS-403	134.15%	58.45%

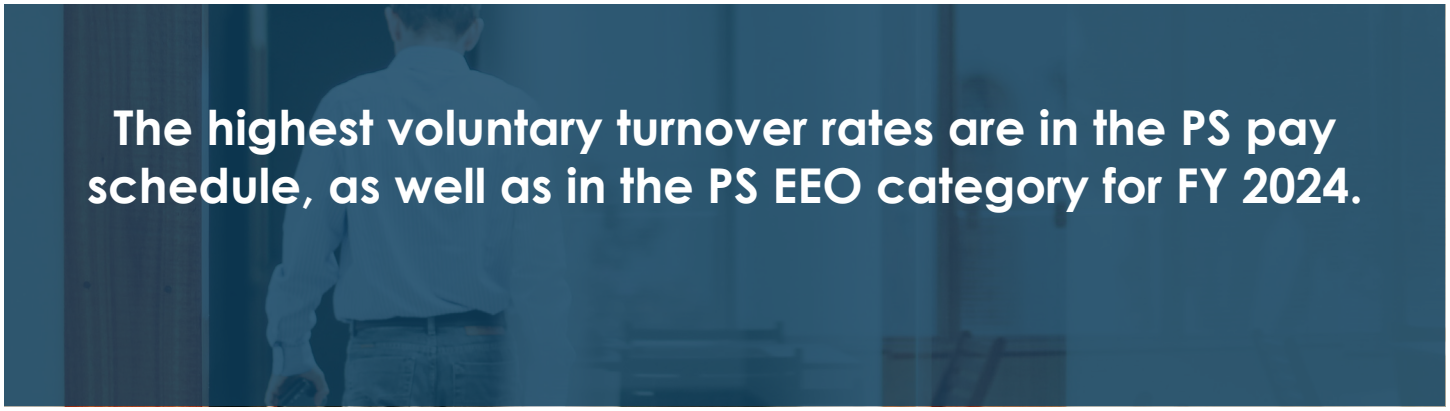
Turnover by Pay Schedule

PAY SCHEDULE	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
AS – Administrative	10689	1320	12.35%	1092	10.22%
MS – Medical	2553	506	19.82%	386	15.12%
PS – Protective Services	5615	2040	36.33%	1320	23.51%
SS – Social Services	6008	1411	23.49%	973	16.20%
TS – Scientific and Technical	4576	452	9.88%	421	9.20%
WS – Technician and Skilled Trades	5837	1255	21.50%	843	14.44%
STATEWIDE TURNOVER TOTALS	**35278**[1]	**6984**	**19.80%**	**5035**	**14.27%**

Turnover by EEO Category

EEO CATEGORY	EMPLOYEES	TOTAL TO		VOL TO	
		# SEP	TO %	# SEP	TO %
OA – Officials and Administrators	3688	353	9.57%	320	8.68%
OC – Administrative Support	3027	449	14.83%	359	11.86%
PA – Paraprofessionals	2758	1091	39.56%	667	24.18%
PR – Professionals	14292	1733	12.13%	1484	10.38%
PS – Protective Service Workers	4353	1892	43.46%	1195	27.45%
SC – Skilled Craft Workers	3431	614	17.90%	410	11.95%
SM – Service Maintenance	1775	565	31.83%	363	20.45%
TE - Technicians	1954	287	14.69%	237	12.13%
STATEWIDE TURNOVER TOTALS	**35278**[1]	**6984**	**19.80%**	**5035**	**14.27%**

[1] 35,278 is the total number of classified employees as reported by state agencies.

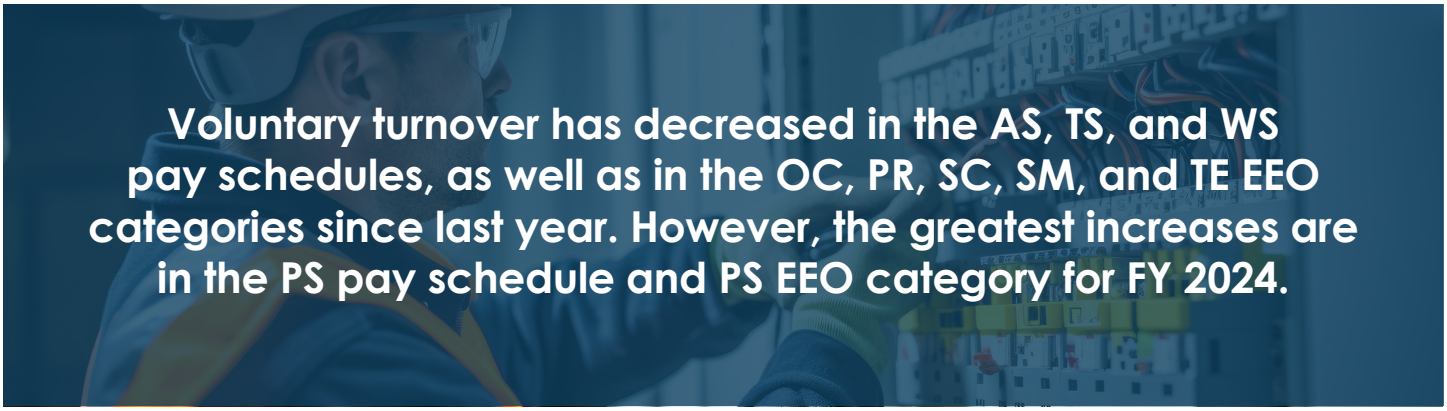


Comparison by Pay Schedule
Fiscal Years 2023-2024

PAY SCHEDULE	FY 23		FY 24		CHANGE	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
AS – Administrative	12.83%	11.60%	12.35%	10.22%	-0.48	-1.38
MS – Medical	19.21%	15.01%	19.82%	15.12%	+0.61	+0.11
PS – Protective Services	30.23%	21.02%	36.33%	23.51%	+6.10	+2.49
SS – Social Services	21.61%	15.06%	23.49%	16.20%	+1.88	+1.14
TS – Scientific and Technical	10.78%	9.91%	9.88%	9.20%	-0.90	-0.71
WS – Technicians and Skilled Trades	21.68%	16.83%	21.50%	14.44%	-0.18	-2.39
STATEWIDE TURNOVER TOTALS	**18.69%**	**14.54%**	**19.80%**	**14.27%**	**+1.11**	**-0.27**

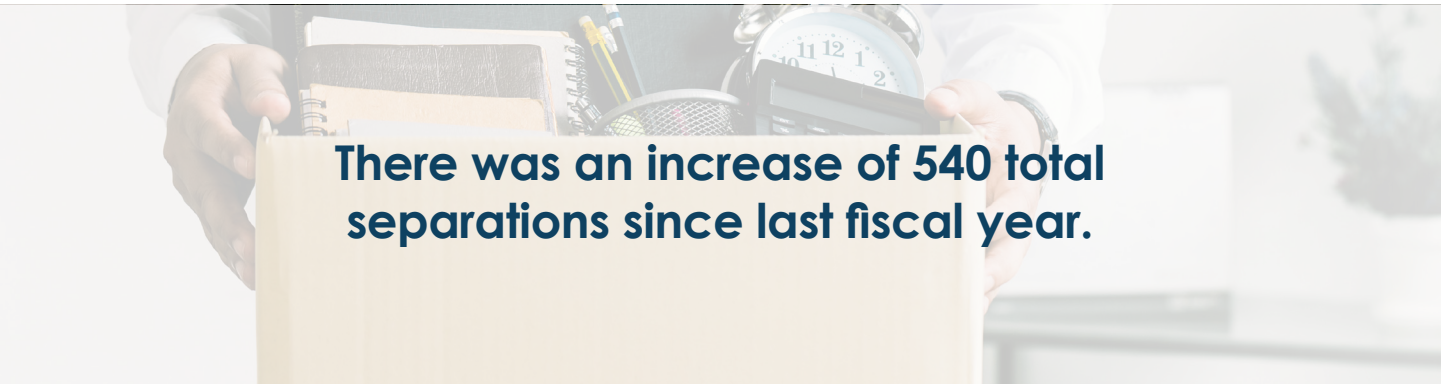
Comparison by EEO Category
Fiscal Years 2023-2024

EEO CATEGORY	FY 23		FY 24		CHANGE	
	TOTAL	VOL	TOTAL	VOL	TOTAL	VOL
OA – Officials and Administrators	8.78%	8.17%	9.57%	8.68%	+0.79	+0.51
OC – Administrative Support	17.66%	15.43%	14.83%	11.86%	-2.83	-3.57
PA – Paraprofessionals	36.89%	22.28%	39.56%	24.18%	+2.67	+1.90
PR - Professionals	11.73%	10.67%	12.13%	10.38%	+0.40	-0.29
PS – Protective Service Workers	35.33%	23.83%	43.46%	27.45%	+8.13	+3.62
SC – Skilled Craft Workers	16.87%	13.36%	17.90%	11.95%	+1.03	-1.41
SM – Service Maintenance	34.92%	26.03%	31.83%	20.45%	-3.09	-5.58
TE - Technicians	15.33%	13.39%	14.69%	12.13%	-0.64	-1.26
STATEWIDE TURNOVER TOTALS	**18.69%**	**14.54%**	**19.80%**	**14.27%**	**+1.11**	**-0.27**

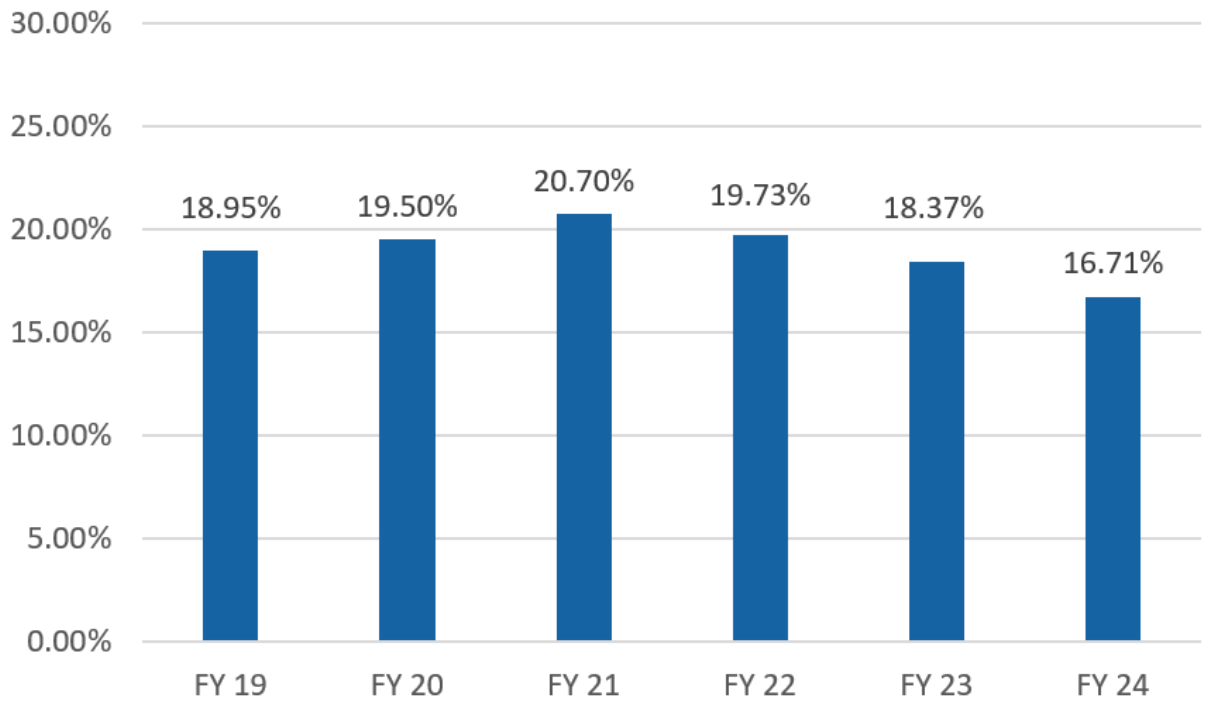


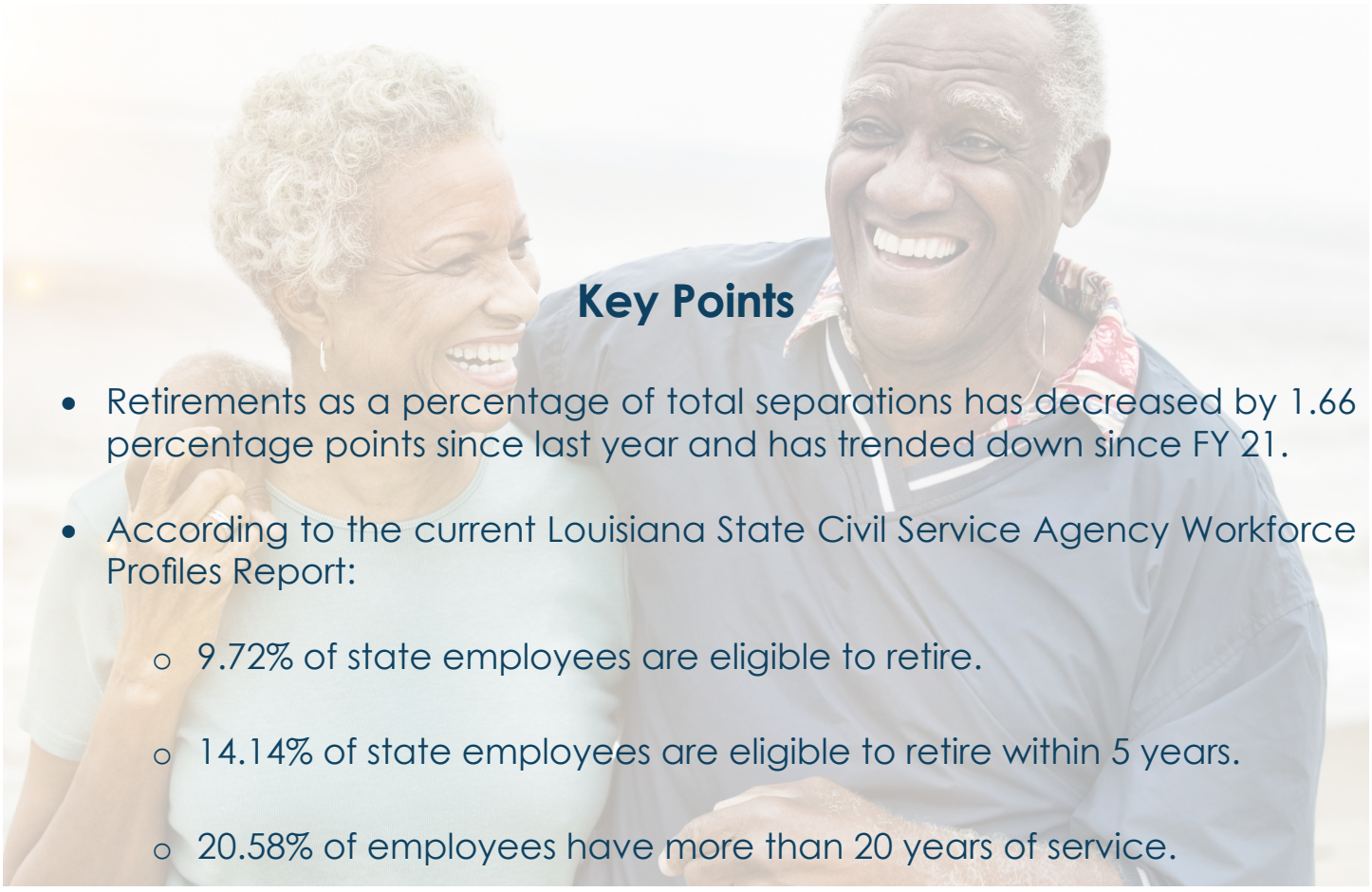
Comparison of Separation Counts
Fiscal Years 2023-2024

SEPARATION REASON	SEPARATION COUNT FY 23	SEPARATION COUNT FY 24	CHANGE
Death	67	83	+16
Dismissal	131	154	+23
Layoff – Permanent	0	17	+17
Layoff – Probational	0	4	+4
Non-Disciplinary Removal	30	41	+11
Non-Disciplinary Removal – Exhaustion of Sick Leave	30	27	-3
Non-Disciplinary Removal – Nonqualified	2	2	0
Non-Disciplinary Removal – Unscheduled Absence	6	4	-2
Resign to Avoid Dismissal	42	33	-9
Resign – Better Job Other Industry	366	317	-49
Resign – Insufficient Telework	2	1	-1
Resign – Military	3	5	+2
Resign – No Telework	5	3	-2
Resign – Pay Reasons	227	178	-49
Resign – Pending Disciplinary Action	1	2	+1
Resign – Personal	1947	2028	+81
Resign – Reason Not Stated	736	796	+60
Resign – Shift/Locale/Housing	31	41	+10
Resign – To Attend School	35	41	+6
Resign – Work Related	368	373	+5
Retirement	1184	1167	-17
Separation from Probation	1231	1667	+436
STATEWIDE TOTAL SEPARATIONS	**6444**	**6984**	**+540**



Percentage of Retirement Separations
Fiscal Years 2019-2024





Key Points

- Retirements as a percentage of total separations has decreased by 1.66 percentage points since last year and has trended down since FY 21.
- According to the current Louisiana State Civil Service Agency Workforce Profiles Report:
    - 9.72% of state employees are eligible to retire.
    - 14.14% of state employees are eligible to retire within 5 years.
    - 20.58% 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	6965	1586	22.77%	998	14.33%
DEPARTMENT OF CORRECTIONS	4450	1579	35.48%	1065	23.93%
DEPT OF TRANSPORTATION & DEVELOPMENT	4183	586	14.01%	424	10.14%
HIGHER EDUCATION	4018	889	22.13%	669	16.65%
DEPARTMENT OF CHILDREN & FAMILY SERVICES	3396	498	14.66%	447	13.16%
EXECUTIVE DEPARTMENT	2218	231	10.41%	207	9.33%
DEPARTMENT OF PUBLIC SAFETY	1340	178	13.28%	164	12.24%
PORTS, LEVEE BOARDS, FRESH WATER DISTRICTS	832	164	19.71%	104	12.50%
LOUISIANA WORKFORCE COMMISSION	791	89	11.25%	75	9.48%
OFFICE OF JUVENILE JUSTICE	731	295	40.36%	173	23.67%
VETERANS AFFAIRS	716	221	30.87%	163	22.63%
DEPARTMENT OF WILDLIFE & FISHERIES	716	51	7.12%	47	6.56%
DEPARTMENT OF ENVIRONMENTAL QUALITY	648	68	10.49%	66	10.19%
DEPARTMENT OF REVENUE	646	85	13.16%	68	10.53%
DEPARTMENT OF AGRICULTURE & FORESTRY	524	56	10.69%	52	9.92%
DEPARTMENT OF CULTURE, RECREATION & TOURISM	509	101	19.84%	77	15.13%
DEPARTMENT OF EDUCATION	437	51	11.67%	44	10.07%
SECRETARY OF STATE	396	20	5.05%	19	4.80%
DEPARTMENT OF ENERGY AND NATURAL RESOURCES	297	22	7.41%	20	6.73%
HOUSING AUTHORITIES	264	47	17.80%	25	9.47%
LOUISIANA HEALTH CARE SERVICES DIVISION	263	70	26.62%	45	17.11%
RETIREMENT SYSTEMS	261	25	9.58%	23	8.81%
DEPARTMENT OF INSURANCE	187	13	6.95%	12	6.42%
EDUCATION - OTHER	171	27	15.79%	18	10.53%
CIVIL SERVICE AGENCIES	158	15	9.49%	13	8.23%
DEPARTMENT OF ECONOMIC DEVELOPMENT	59	4	6.78%	4	6.78%
PUBLIC SERVICE COMMISSION	59	6	10.17%	6	10.17%
DEPARTMENT OF TREASURY	43	7	16.28%	7	16.28%
OFFICE OF THE LIEUTENANT GOVERNOR	0	0	0.00%	0	0.00%
STATEWIDE TURNOVER TOTALS	**35278[2]**	**6984**	**19.80%**	**5035**	**14.27%**

[2] 35,278 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	203.66%	108.42%
RESIDENTIAL SERVICES SPECIALIST 1	SS-403	134.15%	58.45%
CORRECTIONS SERGEANT	PS-106	111.55%	64.94%
CORRECTIONS GUARD TRAINEE—THERAPEUTIC	PS-105	107.69%	28.85%
CUSTODIAN 1	WS-202	81.54%	45.64%
LABORATORY TECHNICAL ASSISTANT 1	MS-504	68.25%	44.44%
POLICE OFFICER 1	PS-108	66.00%	46.00%
JUVENILE JUSTICE SPECIALIST 3	PS-108	57.96%	31.21%
MEDICAID ANALYST 1	SS-410	56.90%	34.48%
CHILD WELFARE SPECIALIST 1	SS-412	52.04%	48.98%
RESIDENTIAL SERVICES SPECIALIST 2	SS-404	48.97%	32.15%
SOCIAL SERVICES ANALYST 1	SS-410	47.56%	39.63%
NURSING ASSISTANT 2	MS-505	46.47%	34.12%
MOBILE EQUIPMENT OPERATOR 1	WS-209	42.12%	17.66%
ENGINEERING TECHNICIAN 1	TS-302	41.25%	28.75%
FOOD SERVICE SPECIALIST 3	WS-205	39.06%	17.19%
PSYCHIATRIC AIDE 2	SS-404	39.05%	16.19%
CUSTODIAN 2	WS-203	34.08%	24.47%
GUARD	PS-104	32.88%	23.29%
POLICE OFFICER 2	PS-109	30.77%	20.77%
CORRECTIONS SERGEANT--MASTER	PS-108	28.80%	23.66%
ACCOUNTING SPECIALIST 2	AS-610	28.57%	16.07%
SOCIAL SERVICE COUNSELOR 3	SS-413	27.59%	24.14%
CHILD WELFARE SPECIALIST 2	SS-414	27.27%	21.59%
HORTICULTURAL ATTENDANT	WS-209	26.67%	18.33%
REGISTERED NURSE SUPERVISOR A	MS-519	25.75%	20.96%
PROBATION AND PAROLE OFFICER 1—ADULT	PS-109	25.00%	13.33%
CORRECTIONS GUARD--THERAPEUTIC	PS-106	24.80%	10.40%
MAINTENANCE REPAIRER 1	WS-210	24.24%	14.14%
RESIDENTIAL SERVICES SPECIALIST 5	SS-409	22.67%	18.67%

Key Points

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

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