



TO: THE HONORABLE PERSONNEL, BUDGET AND FINANCE, AND PUBLIC SAFETY COMMITTEES	October 21, 2005
REFERENCE: Police Officer Hiring – September 2005	COUNCIL FILE 01-0572
SUBJECT: MONTHLY ACTIVITIES REPORT OF THE PERSONNEL DEPARTMENT	

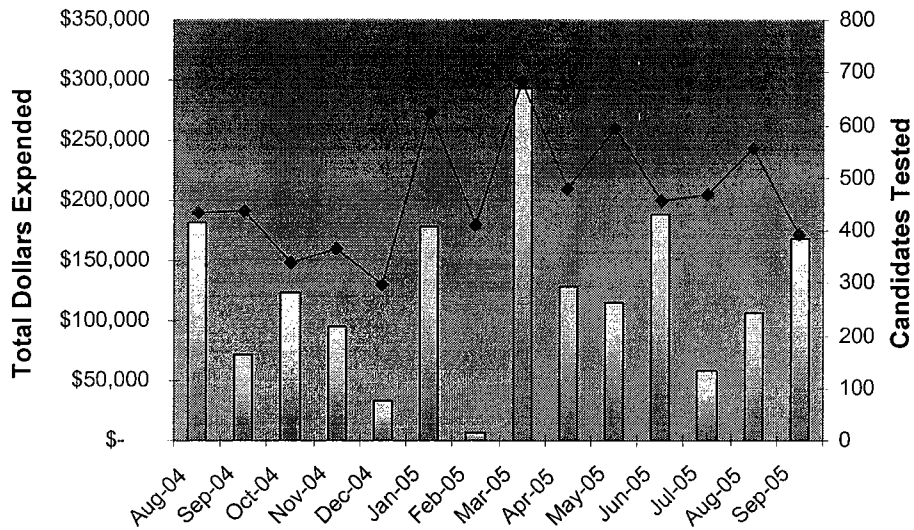
Background: The Personnel Department and Police Department continue their cooperative efforts to improve recruitment and selection of Police Officer candidates. The Personnel Department has taken a number of steps to improve the selection process. Information that highlights our efforts during the reporting period is in the main report and detailed statistical results are documented in the Attachment.

RECRUITMENT DEVELOPMENTS

- During September, Police Recruitment Officers attended 23 major recruitment events and job fairs. These events include: 2005 African Marketplace and Cultural Faire; San Gabriel Valley Pride; Los Angeles County Fair; 18th Annual Central California Women's Conference; Los Angeles Dodgers Heroes Night; DPSS/Fall Into Success Job Fair 2005; Greater Ebenezer Baptist Church Career Fair; Senator Kevin Murray 7th Annual Career Fair-San Diego; Gay Life Expo; 13th Annual Thai Cultural Day; and military career fairs at Fort Irwin, Edwards Air Force Base, Marine Corps Air Station Miramar, Fleet and Family Support Center San Diego, and Marine Corps Recruit Depot San Diego. Recruiters also attended college career fairs at Compton College, El Camino College, and Cal State Fullerton. A pocket test was given at Compton College.
- The "Cops on the Beach" Recruitment Expo was held at Venice Beach on September 24, 2005. Specialized units were present (Motors - West Traffic Division, Pacific Division Beach Detail, Metro SWAT, Mounted Unit, Smart Car Unit, Explorers, Scientific Investigation Division – Crime Lab and Tech Lab, and Communications Division) to show the opportunities available to Department employees. The Hollywood Division Firearms Training Simulator (FATS) was available for the public to experience. The Recruitment Unit cadre was busy during the entire event speaking to interested parties, and follow-up contact cards were completed by 40 potential candidates.
- Police Officer job opportunities were advertised via radio on KPWR, and a 30-second spot ran on KNBC television during the period. A 30-second spot also ran on several cable television networks, including Comcast, Time-Warner, and Adelphia. Print ads were placed in the LA Watts Times, LA Times, Our Weekly, Star News (LASO publication), Lesbian News, Frontiers, Los Angeles Sport and Fitness, Los Angeles Sentinel, Hoy, LA Daily News, San Gabriel Valley News, IN magazine, Revista Adelante, San Gabriel Valley Pride Program, Blue Line, GI Jobs, and Saludos Hispanos. Aerial ads were flown along local beaches.
- Total advertising expenditure for September 2005 was \$168,050.


MARGARET M. WHELAN, GENERAL MANAGER

Media Expenditures and Local Candidates Tested August 2004 - September 2005



■ Monthly Expenditures

◆ Monthly Candidates Tested

EXPEDITED TESTING

The following chart indicates the number of expedited candidates processed and appointed. Many candidates who begin testing in the expedited process are removed due to medical or background issues. While some of these candidates eventually get appointed after resolving their issues, they are no longer considered expedited candidates. However, without the availability of the expedited testing, a significant number of these candidates would not have entered the selection process.

EXPEDITED TESTING FISCAL YEAR 2005-2006		
Month	Processed	Appointed
FY 2003-2004	364	36
FY 2004-2005	611	45
FY 2005-2006		
July-05	40	8
Aug-05	59	17
Sept-05	51	10
FY 2005-2006 To Date	150	35

PRELIMINARY BACKGROUND APPLICATION (PBA) COMPLETED

The online Preliminary Background Application (PBA) allows potential candidates to complete the PBA and immediately know their likelihood of success in key areas of the background investigation portion of the examination process. If any potential background issues are identified, candidates are informed of the issues they must resolve and referred to their Case Manager for further help and clarification. Results of PBAs, including those completed online and at written test sites, are provided in the following table.

PRELIMINARY BACKGROUND APPLICATIONS* COMPLETED FISCAL YEAR 2005-2006				
Month	Total	OK	% of OKs	Issues
FY 2003-2004	25,523	9,804	40.0%	14,719
FY 2004-2005	30,235	7,525	24.7%	22,710
FY 2005-2006				
July-05	2,392	493	20.6%	1,899
Aug-05	2,841	518	18.2%	2,323
Sept-05	2,634	490	19.0%	2,144
FY 2005-2006 To Date	7,867	1,501	19.1%	6,366

*Formerly Preliminary Background Questionnaire (PBQ).

WRITTEN TEST

The following chart indicates the number of candidates that participated in the written test during Fiscal Years 2003-2004, 2004-2005, and 2005-2006.

WRITTEN TEST PARTICIPATION FISCAL YEAR 2005-2006								
Month	Wilshire	North Hollywood	Personnel Building	Const Svc Ctr	Pocket	OOT	Special Events	Total
FY 2003-2004	1,114	2,036	2,825	83	801	127	1,094	8,080
	13.8%	25.2%	35.0%	1.0%	9.9%	1.6%	13.5%	
FY 2004-2005	784	1,473	2,192	61	1,028	0	0	5,538
	14.2%	26.6%	39.6%	1.1%	18.6%	0	0	
FY 2005-2006								
July-05	52	97	229	0	90	0	0	468
	11.3%	20.7%	48.9%	0%	19.2%	0%	0%	
Aug-05	85	202	225	7	36	0	0	555
	15.3%	36.4%	40.5%	1.3%	6.5%	0%	0%	
Sept-05	61	118	197	0	19	0	0	395
	15.4%	29.9%	49.9%	0%	4.8%	0%	0%	
FY 2005-2006 To Date	198	417	651	7	145	0	0	1,418
	14.0%	29.4%	45.9%	0.5%	10.2%	0%	0%	

PRE-EMPLOYMENT POLYGRAPH EXAMINATIONS

A total of 1,085 candidates were scheduled for a polygraph examination during FY 2005-2006 to date.

POLYGRAPH EXAMINATION RESULTS FISCAL YEAR 2005-2006										
Month	Scheduled	Appeared					Total Results	Interrupt	Cancel/ No Show	In Quality Control
		Pass	Fail	No Opinion	Counter Measures					
FY 2003-2004	3,294	1,045	812	579	117	2,553	162	579	0	
		32.0%	25.0%	18.0%	4.0%		5.0%	18.0%		
FY 2004-2005	2,754	784	903	409	137	2,233	141	316	0	
		28.5%	32.8%	14.9%	4.9%		5.1%	11.5%		
FY 2005-2006										
July	292	96	110	33	15	254	13	25	0	
		32.9%	37.7%	11.3%	5.1%		4.5%	8.6%		
August	412	89	160	48	29	326	16	70	0	
		21.6%	38.8%	11.7%	7.0%		3.9%	17.0%		
September	382	94	114	44	14	266	23	20	73	
		24.6%	29.8%	11.5%	3.7%		6.0%	5.2%		
FY 2005-2006 To Date	1,086	279	384	125	58	846	50	117		
		25.7%	35.4%	11.5%	5.3%		4.6%	10.8%		

BACKGROUND PACKAGE REVIEW

Police Officers are responsible for protecting and serving the public and are entrusted with substantial authority to carry out these responsibilities. Therefore, each applicant’s prior conduct is evaluated to assure that it meets the following standards: Interpersonal Skills, Sensitivity, and Respect; Decision Making and Judgment; Maturity and Discipline; Honesty, Integrity, and Personal Ethics; Setting and Achieving Goals; and Record Checks.

Letters of concern are sent to candidates for identified background issues that would adversely affect their candidacy. The letters also advise candidates of available alternatives, which include withdrawal or appeal, but may also encourage candidates to take a specific action and re-submit their application. This enhancement provides candidates with clear direction and enables the City to maintain a relationship with potential, viable candidates.

During the fiscal year to date, 548 completed background packages were reviewed by Public Safety Bureau, of which 259 (47.3%) were determined to be acceptable for hire (“OK”). The following chart indicates the number of completed background packages reviewed during Fiscal Years 2003-2004, 2004-2005 and 2005-2006. Table G of the Attachment details information by ethnic category.

BACKGROUND PACKAGES REVIEWED FISCAL YEAR 2005-2006 TO DATE											
Time Period	OK		LETTER OF CONCERN		DQ		FOLLOW-UP INVESTIGATION		LACKS MINIMUM QUALIFICATIONS		TOTAL
FY 2003-04	446	20.8%	203	9.5%	1,245	58.1%	231	10.8%	18	0.8%	2,143
FY 2004-05	513	31.4%	845	51.8%	118	7.2%	144	8.8%	12	0.7%	1,632
FY 2005-06											
Jul-05	66	56.8%	41	34.3%	0	0%	7	6.0%	2	1.7%	116
Aug-05	102	51.0%	46	23.0%	0	0%	52	26.0%	0	0%	200
Sept-05	91	39.2%	73	31.5%	0	0%	68	29.3%	0	0%	232
FY 2005-2006 To Date	259	47.3%	160	29.2%	0	0%	127	23.2%	2	0.4%	548

BACKGROUND REVIEW PANEL

The background review panel is comprised of one Personnel Department Assistant General Manager, one Assistant Chief of the Police Department, one Police Commander, and, when feasible, one Civil Service Commissioner. The panel makes the final adjudications of appeals for entry-level Police Officer candidates. The following table provides the total number of appeals reviewed by the panel each month within the fiscal year 2005-2006.

BACKGROUND REVIEW PANEL FISCAL YEAR 2005-2006	
Month	No. of Appeals Reviewed
FY 2002-2003	555
FY 2003-2004	297
FY 2004-2005	227
FY 2005-2006	
Jul-05	5
Aug - 05	0
Sept-05	10
FY 2005-2006 To Date	15

CERTIFICATION STATISTICS

Once candidates pass all segments of the Police Officer examination process, their names are certified to the Police Department for appointment consideration. The table below shows the total certification statistics by fiscal year as well as each Police Officer Academy Class within the most recent fiscal year.

CERTIFICATION STATISTICS BY FISCAL YEAR							
Academy Class	Total Certified	Local Candidates	% of Cert.	OOA/Pkt Candidates	% of Cert.	OOT Candidates	% of Cert.
FY 2002-2003	1,144	1,025	89.6%	55	4.8%	61	5.3%
FY 2003-2004	461	432	93.7%	7	1.3%	23	4.9%
FY 2004-2005	533	521	97.7%	11	2.1%	1	0.2%
FY 2005-2006							
7/25/05	85	80	94.1%	0	0%	5	5.9%
8/22/05	80	69	86.3%	9	5.5%	2	2.5%
9/19/05	90	83	92.2%	4	4.4%	3	3.3%
FY 2005-2006 To Date	255	232	91.0%	13	5.1%	10	3.9%

APPOINTMENT STATISTICS

The table below shows the total appointment statistics by fiscal year, as well as each Police Officer Academy Class within the most recent fiscal year.

APPOINTMENT STATISTICS BY FISCAL YEAR							
Academy Class Date	Total Appointed	Local Candidates	% of Class	OOA/Pkt Candidates	% of Class	OOT Candidates	% of Class
FY 2002-2003	691	640	92.6%	29	4.2%	22	3.2%
FY 2003-2004	280	268	96.0%	4	1.4%	8	2.9%
FY 2004-2005	381	367	96.3%	13	3.4%	1	0.3%
FY 2005-2006							
7/25/05	56	55	98.2%	1	1.8%	0	0%
8/22/05	57	52	91.2%	3	5.3%	2	3.5%
9/19/05	50	48	96.0%	0	0.0%	2	4.0%
FY 2005-2006 To Date	163	155	95.1%	4	2.5%	4	2.5%

POLICE RECRUITMENT QUESTIONNAIRE

A recruitment questionnaire is distributed to candidates at the written test sites. To date, the most commonly cited recruitment source for Police Officer candidates are the Internet and Police affiliations, including friends and family. The following table provides monthly detailed information regarding questionnaire results. Beginning Fiscal Year 2003-2004, the data are reflected under new categories.

POLICE OFFICER RECRUITMENT QUESTIONNAIRE RESULTS BY FISCAL YEAR									
	Billboard & Banners	LAPD/Personnel Recruitment Activities	P.O. Friend/Relative	Internet	Print Ad	Radio	College	Other	Total
FY 2003-2004	672	1,644	2,066	2,115	210	591	383	400	8,080
	8.3%	20.3%	25.6%	26.2%	2.6%	7.3%	4.7%	5.0%	
FY 2004-2005	350	1,106	1,495	1,733	186	181	327	160	5,538
	6.3%	20.0%	27.0%	31.3%	3.3%	3.3%	5.9%	2.9%	
FY 2005-2006									
July-05	19	91	153	159	10	12	12	12	468
	4.0%	19.4%	32.6%	33.9%	2.1%	2.5%	2.5%	2.5%	
Aug-05	24	98	153	199	19	22	19	21	555
	4.3%	17.7%	27.6%	35.9%	3.4%	4.0%	3.4%	3.8%	
Sept-05	24	48	115	158	5	13	19	13	395
	6.1%	12.2%	29.1%	40.1%	1.3%	3.3%	4.8%	3.3%	
FY2005-2006 To Date	67	237	421	516	34	47	50	46	1,418
	4.7%	16.7%	29.7%	36.4%	2.4%	3.3%	3.5%	3.2%	

The recruitment sources for those Police Officers **appointed** by fiscal year are indicated below. The top three recruitment sources are P.O. Friend/Relative, Internet, and LAPD/Personnel Recruitment Activities.

APPOINTMENTS BY RECRUITMENT SOURCE BY FISCAL YEAR									
	Billboard & Banners	LAPD/Personnel Recruitment Activities	P.O. Friend/ Relative	Internet	Print Ad	Radio	College	Other	Total
	0%	8%	44%	25%	5%	3%	2%	14%	
FY 2003-04	5	30	116	59	17	15	2	29	273
	1.8%	11%	42.5%	21.6%	6.2%	5.9%	0.9%	10.6%	
FY 2004 -05	4	45	139	107	14	20	14	38	381
	1.0%	11.8%	36.5%	28.1%	3.7%	5.3%	3.7%	9.9%	
FY 2005-2006									
7/25/05	4	4	24	18	0	2	1	3	56
	7.1%	7.1%	4.2%	32.1%	0%	3.5%	1.7%	5.3%	
8/22/05	6	9	20	12	0	1	1	8	57
	10.5%	15.8%	35.1%	21.1%	0%	1.8%	1.8%	14.0%	
9/19/05	3	5	20	13	1	3	5	0	50
	6.0%	10.0%	40.0%	26.0%	2.0%	6.0%	10.0%	0.0%	
FY 2005-2006 To Date	13	18	64	43	1	6	7	11	163
	8.9%	11.0%	39.3%	26.4%	0.6%	3.7%	4.3%	6.7%	

OTHER RECRUITMENT PROGRAMS

Staff continues to administer and monitor the Police Officer Recruitment Incentive Program (PORIP). The results to date are indicated in the table below. The table summarizes the number of PORIP cards received and the number of appointments from June 2002 to date.

POLICE OFFICER INCENTIVE PROGRAM		
FY/Month	Cards Received	Appointments
Up to June, 2002	189	16
July, 2002 – June, 2003	406	47
July, 2003 – June, 2004	381	33
July, 2004 – June, 2005	288	50
FY 2005 – 2006		
July, 2005	20	1
August, 2005	53	10
September, 2005	47	2
FY 2005-2006 To Date	120	13