



REPORT
FROM

THE PERSONNEL
DEPARTMENT

TO: Personnel and Animal Welfare Committee	DATE July 19, 2019
REFERENCE: Mayor's 2017-18 Adopted Budget Recommendation	COUNCIL FILE CF 17-0600-S45
SUBJECT: PERSONNEL DEPARTMENT'S REPORT BACK REGARDING IMPLEMENTATION, BENCHMARKS AND HIRING GOALS FOR THE TARGETED LOCAL HIRING AND STRATEGIC WORKFORCE DEVELOPMENT TASK FORCE	

RECOMMENDATION: That the City Council receive and file this report.

BACKGROUND:

In May 2017, as part of the Fiscal Year 2017-18 budget hearings and deliberations, Council instructed the Personnel Department to provide a report back to the Personnel and Animal Welfare (PAW) Committee with specific implementation, benchmarks and hiring goals for the Targeted Local Hiring and Strategic Workforce Development Task Force. During the August 2, 2017, PAW Committee meeting, the Personnel Department offered to research and include a comparison of the number of employees hired through other civil service processes to the number hired through the Targeted Local Hire (TLH) program's alternative pathway to civil service in the six entry-level classifications utilized by the TLH program. On September 20, 2017, the Personnel Department reported on citywide utilization of the TLH program and provided a comparison of **TLH Program Hires vs. Other Civil Service Hires** and agreed to continue to provide updates regarding TLH utilization.

DISCUSSION:

The updated appointment information during Quarter 4 of Fiscal Year (FY) 2018-19 indicates that **58% of citywide hires into the seven classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires in Quarter 4 of FY 18-19 (April 1, 2019 – June 30, 2019)					
SIX (6) CLASSES USED BY TLH		TLH Hires	Other Civil Service Hires	Total Hires	% Hired by TLH
1	ADMINISTRATIVE CLERK	29	40	69	42%
2	ANIMAL CARE TECHNICIAN	5	0	5	100%
3	CUSTODIAN	0	9	9	0%
4	GARAGE ATTENDANT	2	2	4	50%
5	GARDENER CARETAKER	2	0	2	100%
6	MAINTENANCE LABORER	34	2	36	94%
7	TREE SURGEON ASSISTANT	3	2	5	60%
TOTAL		75	55	130	58%

Attachment A – TLH Hires vs. Other Civil Service Hires by department

Attachment B – TLH Hires vs. Other Civil Service Hires by department and classification.

Attachment C – Other Civil Service Hires by department, by month


WENDY G. MACY
General Manager

Attachment A

Civil Service Hires compared to TLH Hires (April 1, 2019 - June 30, 2019)
in the seven (7) classifications used by TLH

	DEPARTMENT	TLH Hires	Other Civil Service Hires	TOTAL	Hired thru TLH
1	AGING	0	0	0	0%
2	AIRPORTS	8	9	17	47%
3	ANIMAL SERVICES	5	0	5	100%
4	BUILDING & SAFETY	0	10	10	0%
5	CANNABIS	2	0	2	100%
6	CAO	0	0	0	0%
7	CLA (COUNCIL)	0	0	0	0%
8	CITY ATTORNEY	0	0	0	0%
9	CITY CLERK	0	0	0	0%
10	CONTROLLER	0	0	0	0%
11	CONVENTION CENTER	0	0	0	0%
12	CULTURAL AFFAIRS	0	2	2	0%
13	DISABILITY	0	0	0	0%
14	DOT	0	0	0	0%
15	ECONOMIC & WORKFORCE DEV.	0	0	0	0%
16	EL PUEBLO	0	0	0	0%
17	EMERGENCY MANAGEMENT	0	0	0	0%
18	EMPLOYEE RELATIONS BOARD	0	0	0	0%
19	ETHICS COMMISSION	0	0	0	0%
20	FINANCE	0	2	2	0%
21	FIRE CIVILIAN	4	4	8	50%
22	GSD	2	1	3	67%
23	HARBOR	1	2	3	33%
24	HOUSING	1	5	6	17%
25	ITA	0	0	0	0%
26	LACERS	0	3	3	0%
27	LIBRARY	0	0	0	0%
28	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%
29	PENSIONS	0	1	1	0%
30	PERSONNEL	1	4	5	20%
31	PLANNING	0	0	0	0%
32	POLICE CIVILIAN	5	1	6	83%
33	PW BOARD	0	1	1	0%
34	PW CONTRACT ADMIN	1	0	1	100%
35	PW ENGINEERING	0	1	1	0%
36	PW SANITATION	20	5	25	80%
37	PW STREET LIGHTING	0	1	1	0%
38	PW STREET SERVICES	23	0	23	100%
39	RAP	2	3	5	40%
40	ZOO	0	0	0	0%
	TOTAL	75	55	130	58%

Attachment B

TLH Hires compared to Other Civil Service Hires Quarter 4 of FY 18-19 (April 1, 2019 - June 30, 2019)
in the seven (7) classifications used by TLH

	DEPARTMENT	ADMIN CLERK		ANIMAL CARE TECH		CUSTODIAN		GARAGE ATTENDANT		GARDENER CARETAKER		MAINTENANCE LABORER		TREE SURGEON ASST	
		# TLH Hires	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires
1	AGING														
2	AIRPORTS	8	3				6								
3	ANIMAL SERVICES			5											
4	BUILDING & SAFETY		10												
5	CANNABIS	2													
6	CAO														
7	CLA (COUNCIL)														
8	CITY ATTORNEY														
9	CITY CLERK														
10	CONTROLLER														
11	CONVENTION CENTER														
12	CULTURAL AFFAIRS		2												
13	DISABILITY														
14	DOT														
15	ECONOMIC & WORKFORCE DEV.														
16	EL PUEBLO														
17	EMERGENCY MANAGEMENT														
18	EMPLOYEE RELATIONS BOARD														
19	ETHICS COMMISSION														
20	FINANCE		2												
21	FIRE CIVILIAN	4	4												
22	GSD	2	1												
23	HARBOR					1		1	1	1					
24	HOUSING	1	5												
25	ITA														
26	LACERS		3												
27	LIBRARY														
28	NEIGHBORHOOD EMPOWERMENT														
29	PENSIONS		1												
30	PERSONNEL	1	4												
31	PLANNING														
32	POLICE CIVILIAN	3													
33	PW BOARD		1												
34	PW CONTRACT ADMIN	1													
35	PW ENGINEERING		1												
36	PW SANITATION		1			2						20	2		
37	PW STREET LIGHTING		1												
38	PW STREET SERVICES	5						1	1	1		14		3	
39	RAP	2	1												2
40	ZOO														
TOTAL		29	40	5	0	0	9	2	2	2	0	34	2	3	2

Attachment C

Other Civil Service Hires into seven classifications used by TLH by Month

Employees hired NOT USING TLH by Department, by Month Q4 of FY 18-19 (April 1, 2019 - June 30, 2019)

DEPARTMENT		April	May	June	TOTAL
1	AGING				0
2	AIRPORTS	8	1		9
3	ANIMAL SERVICES				0
4	BUILDING & SAFETY	5	5		10
5	CAO				0
6	CLA (COUNCIL)				0
7	CITY ATTORNEY				0
8	CITY CLERK				0
9	CONTROLLER				0
10	CONVENTION CENTER				0
11	CULTURAL AFFAIRS		1	1	2
12	DISABILITY				0
13	DOT				0
14	ECONOMIC & WORKFORCE DEV.				0
15	EL PUEBLO				0
16	EMERGENCY MANAGEMENT				0
17	EMPLOYEE RELATIONS BOARD				0
18	ETHICS COMMISSION				0
19	FINANCE		2		2
20	FIRE CIVILIAN		2	2	4
21	GSD	1			1
22	HARBOR	1	1		2
23	HOUSING	1	1	3	5
24	ITA				0
25	LACERS		1	2	3
26	LIBRARY				0
27	NEIGHBORHOOD EMPOWERMENT				0
28	PENSIONS			1	1
29	PERSONNEL	2	1	1	4
30	PLANNING				0
31	POLICE CIVILIAN	1			1
32	PW BOARD		1		1
33	PW CONTRACT ADMIN				0
34	PW ENGINEERING			1	1
35	PW SANITATION	2	1	2	5
36	PW - STREET LIGHTING	1			1
37	PW - STREET SERVICES				0
38	RAP	2		1	3
39	ZOO				0
TOTAL		24	17	14	55