

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to succession plans submitted by City Departments.

Recommendation for Council action:

NOTE and FILE the July 22, 2022 and June 26, 2023 Original and Corrected Personnel Department reports, inasmuch as these reports are for information only and no Council action is required.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On September 19, 2023, your Committee considered July 22, 2022 and June 26, 2023 (original and revised) Personnel Department reports relative to succession plans submitted by City Departments. According to the Personnel Department, in compliance with Mayor Garcetti's Executive Directive No. 15 ("ED 15"), the Personnel Department assisted all City Departments with the development and submission of annual updates of their Equitable Workforce and Service Restorations Plans, which were due for submission on March 31, 2023. As part of these efforts, a form of questions was distributed to all City Departments/Offices in order to ensure that all aspects requested by Mayor Garcetti in ED 15 were addressed.

The Personnel Department analyzed the updated plans submitted in Fiscal Year 2022-23 to:

- 1) Identify City-wide classifications that are at risk of being severely impacted by potential retirements based on the number of early and/or regular retirement eligible employees as of June 2023, 2024, and 2025.
- 2) Provide recommendations for succession planning, training, contactless government, knowledge transfer, a diverse workforce, and telecommuting based on shared City-wide themes.

As a result of this analysis, the Citywide Summary Report of Equitable Workforce and Service Restoration Plans has been prepared (Attachment A of the June 26, 2023 corrected Personnel Department report). It should be noted that all Plans submitted may be found online by visiting the Workforce Planning Website at <https://sites.google.com/view/cityofla-workforce-planning/home>. In addition to providing these reports and recommendations, the Personnel Department is actively collaborating with departments by providing assistance which includes establishing and maintaining necessary eligible lists with qualified candidates to fulfill the staffing needs of departments

and providing avenues to deliver training and employee development tools. After consideration and having provided an opportunity for public comment, the Committee moved to note and file the three Personnel Department reports. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Hiring Committee

COUNCILMEMBER	VOTE
McOSKER:	YES
PADILLA:	YES
SOTO-MARTINEZ:	YES

ARL

9/19/23

-NOT OFFICIAL UNTIL COUNCIL ACTS-