

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to an overview of updated succession plans submitted by City Departments to the Personnel Department.

Recommendation for Council action:

NOTE AND FILE the March 30, 2018 Personnel Department report relative to an overview of updated succession plans submitted by City Departments to the Personnel Department.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On April 18, 2018, your Committee considered a March 30, 2018 Personnel Department report relative to an overview of updated succession plans submitted by City Departments to the Personnel Department. On January 26, 2018, Council initiated a Motion (Koretz - Englander) instructing the Personnel Department to report with an overview of succession plans submitted to date by all City Departments, and to highlight areas of concern where the identification and development of successor staff will be critical, especially in to-be-vacated management positions. The motion further instructed the Personnel Department to include recommendations that will ensure the development of a pool of qualified candidates for key positions, and recommendations to facilitate knowledge transfer from experienced employees before they retire.

According to the Personnel Department, it analyzed the updated plans submitted in Fiscal Year 2017-18 to:

- a. Identify City-wide classifications that are at risk of being impacted by potential retirements based on the number of employees that are eligible for early and/or regular retirements as of June 2018, 2019, and 2020.
- b. Provide recommendations for succession planning, training, and knowledge-transfer based on common City-wide themes.

As a result of the analysis of the updated Equitable Workforce and Service Restoration Plans, the Citywide Summary Report of Equitable Workforce and Service Restoration Plans has been prepared and are detailed in Attachment A of the Personnel Department report. The Personnel Department has received the updated Plans that were submitted by the City Departments/Offices listed in the summary of the report.

After consideration and having provided an opportunity for public comment, the Committee moved to note and file the March 30, 2018 Personnel Department report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "P. K. ...", written over the text "Respectfully Submitted,".

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to using funds from the Animal Sterilization Fund for a free spay and neuter campaign fro cats and kittens.

Recommendation for Council action:

AUTHORIZE the Department of Animal Services (DAS) to use the Animal Sterilization Trust Fund in the amount of \$100,000 to facilitate a free spay and neuter campaign on cats and kittens with said program to run for the month of May 2018..

Fiscal Impact Statement: The DAS reports that there is no fiscal impact to the General Fund.

Community Impact Statement: None submitted.

Summary:

On April 18, 2018, your Committee considered an April 10, 2018 DAS report relative to using funds from the Animal Sterilization Fund for a free spay and neuter campaign fro cats and kittens during the month of May 2018. According to the DAS, on April 10, 2018, the Board of Animal Services Commissioners considered and approved an item to allow the DAS to use the Animal Sterilization Trust Fund in the amount of \$100,000 to facilitate a free spay and neuter campaign on cats and kittens. The use of this funding will allow the DAS to strategically launch a campaign advertising and educating members of the public in the free spay and neuter of cats or kittens, will address the maximum number of cats/kittens allowed per household and would provide literature in both English and Spanish. The campaign advertisement would start in mid April when cats/kittens are being born and are at higher risk of being relinquished to the DAS. All of these options provide a proactive approach to helping our cats and kittens get the needed sterility surgery that inevitably brings us one step closer to ending our community's pet overpopulation and places animals in permanent homes.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendation contained in the April 10, 2018 DAS report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
PRICE:	YES
ENGLANDER:	ABSENT

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4/18/18

-NOT OFFICIAL UNTIL COUNCIL ACTS-