

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: July 11, 2024

To: The Honorable Members of the Personnel, Audits and Hiring Committee

From: DANA H. BROWN, General Manager  
Personnel Department

Subject: **COUNCIL FILE 22-0159 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 note and file this report.

**BACKGROUND**

As part of the Fiscal Year 2021-22 Adopted Budget, the Mayor and Council established a goal of hiring 750 employees through the Targeted Local Hire ("TLH") and Bridge to Jobs ("BRIDGE") programs (C.F. 21-0600-S35). During the October 6, 2021, PAH Committee meeting, the Personnel Department offered to expand this report by including a comparison of the employees hired through other civil service processes to the number hired through the BRIDGE program's alternative pathway to civil service in the semi-skilled classifications used by the BRIDGE program in order to track the progress towards the goal of hiring 750 employees through the TLH and BRIDGE programs. During its meeting of April 18, 2023, PAH instructed the Personnel Department to continue reporting back regarding the hiring and utilization of the TLH and BRIDGE programs on a monthly basis.

During its meeting of August 15, 2023, PAH instructed the Personnel Department to include in its monthly reports, the total number of open TLH positions by classification which is included on page 2 and the cumulative number of TLH Hires for fiscal year to date on page 4 (Attachment A). During the June 18, 2024 meeting, PAH instructed the Personnel Department to include in its monthly reports a chart showing TLH vacancies

by department on pages 5 and 6 (Attachment B) and a chart showing BRIDGE vacancies by department on pages 8 and 9 (Attachment D). These numbers will be updated with each monthly report.

## DISCUSSION

The updated appointment information from June 1<sup>st</sup> through June 30<sup>th</sup> 2024 indicates that **47% of citywide hires into the classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires in June 2024 of FY 23-24 (June 1, 2024 - June 30, 2024)						
CLASSES USED BY TLH		TLH Hires	Civil Service Hires	Total Hires	% Hired by TLH	# of open TLH vacancies *
1	ADMINISTRATIVE CLERK	5	0	5	100%	137
2	ANIMAL LICENSE CANVASSER	0	0	0	0%	1
3	ANIMAL CARE TECHNICIAN	0	0	0	0%	9
4	CUSTODIAN	0	0	0	0%	194
5	DELIVERY DRIVER	0	0	0	0%	0
6	GARAGE ATTENDANT	0	0	0	0%	1
7	GARDENER CARETAKER	0	7	7	0%	27
8	MAINTENANCE LABORER	0	0	0	0%	76
9	MECHANICAL HELPER	0	1	1	0%	16
10	STREET SERVICES WORKER	2	0	2	100%	4
11	TREE SURGEON ASSISTANT	0	0	0	0%	17
12	WAREHOUSE & TOOLROOM WORKER	0	0	0	0%	1
<b>TOTAL</b>		<b>7</b>	<b>8</b>	<b>15</b>	<b>47%</b>	<b>483</b>

\* Please note that the CAO is in the process of updating the Workday application to ensure the system accurately represents approved 2023-24 Adopted Budget position authorities as approved by the Mayor and Council. Therefore, the vacancy rates as listed in the attachment should be considered an estimate as they have not yet been reconciled to authorized positions.

The updated appointment information from June 1<sup>st</sup> through June 30<sup>th</sup> 2024 indicates that **58% of citywide hires into the classifications used by BRIDGE were hired through BRIDGE.**


BRIDGE Hires compared to other Civil Services Hires in June of FY 23-24 (June 1, 2024 – June 30, 2024)						
CLASSES USED BY BRIDGE		BRIDGE Hires	Civil Service Hires	Total Hires	% Hired by BRIDGE	# of open BRIDGE vacancies *
1	ACCOUNTING CLERK	1	0	1	100%	26
2	CEMENT FINISHER WORKER	0	0	0	0%	6
3	COMMUNICATIONS INFORMATION REPRESENTATIVE	2	3	5	40%	18
4	COMMUNITY SERVICES REPRESENTATIVE	0	0	0	0%	3
5	CUSTOMER SERVICE SPECIALIST	0	0	0	0%	0
6	ELECTRICAL CRAFT HELPER	0	0	0	0%	9
7	FIELD ENGINEERING AIDE	0	0	0	0%	3
8	INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	0	0	0	0%	17
9	MAINTENANCE & CONSTRUCTION HELPER	0	2	2	0%	17
10	TRAFFIC PAINTER & SIGN POSTER	4	0	4	100%	0
<b>TOTAL</b>		<b>7</b>	<b>5</b>	<b>12</b>	<b>58%</b>	<b>99</b>

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

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

**Attachment C** – BRIDGE Hires vs. Other Civil Service Hires by department

**Attachment D** – BRIDGE Hires vs. Other Civil Service Hires and Vacancies by department and classification.

  
 DANA H. BROWN  
 General Manager

Attachment A

Civil Services Hires compared to TLH Hires in June 2024 of FY 23-24  
in the classifications used by TLH

DEPARTMENT		TLH Hires	Other Civil Service Hires	TOTAL	Hired thru TLH	FY 23-24 TLH hires to date
1	AGING	0	0	0	0%	0
2	AIRPORTS	0	7	7	0%	23
3	ANIMAL SERVICES	0	0	0	0%	45
4	BUILDING & SAFETY	0	0	0	0%	10
5	CANNABIS	0	0	0	0%	0
6	CAO	0	0	0	0%	0
7	CIVIL AND HUMAN RIGHTS EQUITY	0	0	0	0%	2
8	CLA (COUNCIL)	0	0	0	0%	3
9	CITY CLERK	0	0	0	0%	4
10	COMMUNITY INVESTMENT FOR FAMILIES	0	0	0	0%	1
11	CONTROLLER	0	0	0	0%	0
12	CONVENTION CENTER	0	0	0	0%	0
13	CULTURAL AFFAIRS	0	0	0	0%	1
14	DISABILITY	0	0	0	0%	1
15	DOT	0	0	0	0%	15
16	ECONOMIC & WORKFORCE DEV.	0	0	0	0%	1
17	EL PUEBLO	0	0	0	0%	0
18	EMERGENCY MANAGEMENT	0	0	0	0%	0
19	EMPLOYEE RELATIONS BOARD	0	0	0	0%	0
20	ETHICS COMMISSION	0	0	0	0%	0
21	FINANCE	0	0	0	0%	0
22	FIRE CIVILIAN	1	0	1	100%	4
23	GSD	1	0	1	100%	19
24	HARBOR	0	1	1	0%	10
25	HOUSING	0	0	0	0%	16
26	ITA	0	0	0	0%	0
27	LACERS	1	0	1	100%	9
28	LIBRARY	0	0	0	0%	23
29	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%	1
30	PENSIONS	2	0	2	100%	2
31	PERSONNEL	0	0	0	0%	18
32	PLANNING	0	0	0	0%	5
33	POLICE CIVILIAN	0	0	0	0%	31
34	PW BOARD	0	0	0	0%	2
35	PW CONTRACT ADMIN	0	0	0	0%	3
36	PW ENGINEERING	0	0	0	0%	3
37	PW SANITATION	0	0	0	0%	21
38	PW STREET LIGHTING	0	0	0	0%	2
39	PW STREET SERVICES	2	0	2	100%	10
40	RAP	0	0	0	0%	34
41	YOUTH DEVELOPMENT	0	0	0	0%	0
42	ZOO	0	0	0	0%	7
TOTAL		7	8	15	47%	326

Attachment B  
TLH Hires compared to Other Civil Service Hires and Vacancies in June 2024 of FY 23-24  
in the classifications used by TLH

DEPARTMENT		ADMIN CLERK			ANIMAL CARE TECH			ANIMAL LICENSE CANVASSER			CUSTODIAN			DELIVERY DRIVER			GARAGE ATTENDANT		
		# TLH Hires	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies
1	AGING																		
2	AIRPORTS			47									191						1
3	ANIMAL SERVICES			5			9			1									
4	BUILDING & SAFETY			14															
5	CANNABIS																		
6	CAO																		
7	CIVIL AND HUMAN RIGHTS EQUITY																		
8	CLA (COUNCIL)			1															
9	CITY CLERK																		
10	COMMUNITY INVESTMENT FOR FAMILIES																		
11	CONTROLLER			1															
12	CONVENTION CENTER																		
13	CULTURAL AFFAIRS																		
14	DISABILITY																		
15	DONE																		
16	DOT																		
17	EWDD			1															
18	EL PUEBLO			1															
19	EMERGENCY MANAGEMENT																		
20	ERB																		
21	ETHICS COMMISSION																		
22	FINANCE																		
23	FIRE CIVILIAN	1		1															
24	GSD	1											1						
25	HARBOR			1									2						
26	HOUSING			3															
27	ITA																		
28	LACERS	1		2															
29	LIBRARY			53															
30	PENSIONS	2																	
31	PERSONNEL			1															
32	PLANNING			1															
33	POLICE CIVILIAN			2															
34	PW BOARD																		
35	PW CONTRACT ADMIN																		
36	PW ENGINEERING																		
37	PW SANITATION			3															
38	PW STREET LIGHTING																		
39	PW STREET SERVICES																		
40	RAP																		
41	YOUTH DEVELOPMENT																		
42	ZOO																		
TOTAL		5	0	137	0	0	9	0	0	1	0	0	194	0	0	0	0	0	1

DEPARTMENT		GARDENER CARETAKER			MAINTENANCE LABORER			MECHANICAL HELPER			STREET SERVICES WORKER			TREE SURGEON ASST			WAREHOUSE & TOOLROOM WORKER		
		# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies	# TLH HIRES	# Other Civil Service Hires	# Vacancies
1	AGING																		
2	AIRPORTS		7	19			14			19			4						
3	ANIMAL SERVICES																		
4	BUILDING & SAFETY																		
5	CANNABIS																		
6	CAO																		
7	CIVIL AND HUMAN RIGHTS EQUITY																		
8	CLA (COUNCIL)																		
9	CITY CLERK																		
10	COMMUNITY INVESTMENT FOR FAMILIES																		
11	CONTROLLER																		
12	CONVENTION CENTER																		
13	CULTURAL AFFAIRS																		
14	DISABILITY																		
15	DONE																		
16	DOT						1			2						2			
17	EWDD																		
18	EL PUEBLO																		
19	EMERGENCY MANAGEMENT																		
20	ERB																		
21	ETHICS COMMISSION																		
22	FINANCE																		
23	FIRE CIVILIAN																		
24	GSD																		
25	HARBOR			3					1	8									
26	HOUSING			2															
27	ITA																		
28	LACERS																		
29	LIBRARY									2									1
30	PENSIONS																		
31	PERSONNEL																		
32	PLANNING																		
33	POLICE CIVILIAN																		
34	PW BOARD																		
35	PW CONTRACT ADMIN																		
36	PW ENGINEERING																		
37	PW SANITATION									44									
38	PW STREET LIGHTING						1			1									
39	PW STREET SERVICES			1							2					15			
40	RAP			2															
41	YOUTH DEVELOPMENT																		
42	ZOO																		
TOTAL		0	7	27	0	0	16	0	1	76	2	0	4	0	0	17	0	0	1

Attachment C

Civil Service Hires compared to BRIDGE Hires in June 2024 of FY 23-24  
in the classifications used by BRIDGE

DEPARTMENT		BRIDGE Hires	Other Civil Service Hires	TOTAL	Hired thru BRIDGE	FY 23-24 BRIDGE hires to date
1	AGING	0	0	0	0%	0
2	AIRPORTS	0	5	5	0%	0
3	ANIMAL SERVICES	0	0	0	0%	0
4	BUILDING & SAFETY	0	0	0	0%	0
5	CANNABIS	0	0	0	0%	0
6	CAO	0	0	0	0%	0
7	CLA (COUNCIL)	0	0	0	0%	0
8	CITY CLERK	0	0	0	0%	7
9	CONTROLLER	0	0	0	0%	0
10	CONVENTION CENTER	0	0	0	0%	0
11	CULTURAL AFFAIRS	0	0	0	0%	0
12	DISABILITY	0	0	0	0%	0
13	DOT	4	0	4	100%	10
14	ECONOMIC & WORKFORCE DEV.	0	0	0	0%	0
15	EL PUEBLO	0	0	0	0%	0
16	EMERGENCY MANAGEMENT	0	0	0	0%	0
17	EMPLOYEE RELATIONS BOARD	0	0	0	0%	0
18	ETHICS COMMISSION	0	0	0	0%	0
19	FINANCE	0	0	0	0%	10
20	FIRE CIVILIAN	0	0	0	0%	0
21	GSD	0	0	0	0%	0
22	HARBOR	0	0	0	0%	4
23	HOUSING	0	0	0	0%	7
24	ITA	0	0	0	0%	5
25	LACERS	1	0	1	100%	8
26	LIBRARY	0	0	0	0%	6
27	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%	0
28	PENSIONS	0	0	0	0%	0
29	PERSONNEL	0	0	0	0%	2
30	PLANNING	0	0	0	0%	2
31	POLICE CIVILIAN	2	0	2	100%	9
32	PW BOARD	0	0	0	0%	0
33	PW CONTRACT ADMIN	0	0	0	0%	18
34	PW ENGINEERING	0	0	0	0%	1
35	PW SANITATION	0	0	0	0%	12
36	PW STREET LIGHTING	0	0	0	0%	31
37	PW STREET SERVICES	0	0	0	0%	8
38	RAP	0	0	0	0%	0
39	YOUTH DEVELOPMENT	0	0	0	0%	2
40	ZOO	0	0	0	0%	0
TOTAL		7	5	12	58%	142

Attachment D  
BRIDGE Hires compared to Other Civil Service Hires and Vacancies in June 2024 of FY 23-24  
in the classifications used by BRIDGE

DEPARTMENT		ACCOUNTING CLERK			CEMENT FINISHER WORKER			COMMUNICATION INFORMATION REPRESENTATIVE			COMMUNITY SERVICES REPRESENTATIVE			CUSTOMER SERVICE SPECAILIST		
		# BRIDGE Hires	# Other Civil Service Hires	# Vacancies	# BRIDGE Hires	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies
1	AGING															
2	AIRPORTS			16			5		3	11						
3	ANIMAL SERVICES															
4	BUILDING & SAFETY			3												
5	CANNABIS															
6	CAO															
7	CIVIL AND HUMAN RIGHTS EQUITY															
8	CLA (COUNCIL)															
9	CITY CLERK															
10	COMMUNITY INVESTMENT FOR FAMILIES															
11	CONTROLLER			1												
12	CONVENTION CENTER															
13	CULTURAL AFFAIRS															
14	DISABILITY															
15	DONE															
16	DOT															
17	EWDD															
18	EL PUEBLO															
19	EMERGENCY MANAGEMENT															
20	ERB															
21	ETHICS COMMISSION															
22	FINANCE															
23	FIRE CIVILIAN															
24	GSD															
25	HARBOR			2						6						
26	HOUSING			1						1						
27	ITA															
28	LACERS	1		1												
29	LIBRARY												3			
30	PENSIONS															
31	PERSONNEL															
32	PLANNING															
33	POLICE CIVILIAN			1				2								
34	PW BOARD															
35	PW CONTRACT ADMIN															
36	PW ENGINEERING															
37	PW SANITATION															
38	PW STREET LIGHTING						1									
39	PW STREET SERVICES			1												
40	RAP															
41	YOUTH DEVELOPMENT															
42	ZOO															
TOTAL		1	0	26	0	0	6	2	3	18	0	0	3	0	0	0



DEPARTMENT		ELECTRICAL CRAFT HELPER			FIELD ENGINEERING AIDE			INSPECTOR TRAINEE (ASSISTANT INSPECTOR)			MAINTENANCE & CONSTRUCTION HELPER			TRAFFIC PAINTER & SIGN POSTER		
		# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies	# BRIDGE HIRES	# Other Civil Service Hires	# Vacancies
1	AGING															
2	AIRPORTS			2						4		2	12			
3	ANIMAL SERVICES															
4	BUILDING & SAFETY									11						
5	CANNABIS															
6	CAO															
7	CIVIL AND HUMAN RIGHTS EQUITY															
8	CLA (COUNCIL)															
9	CITY CLERK															
10	COMMUNITY INVESTMENT FOR FAMILIES															
11	CONTROLLER															
12	CONVENTION CENTER															
13	CULTURAL AFFAIRS															
14	DISABILITY															
15	DONE															
16	DOT			6										4		
17	EWDD															
18	EL PUEBLO															
19	EMERGENCY MANAGEMENT															
20	ERB															
21	ETHICS COMMISSION															
22	FINANCE															
23	FIRE CIVILIAN															
24	GSD															
25	HARBOR			1			3						3			
26	HOUSING									2						
27	ITA															
28	LACERS															
29	LIBRARY															
30	PENSIONS															
31	PERSONNEL															
32	PLANNING															
33	POLICE CIVILIAN															
34	PW BOARD															
35	PW CONTRACT ADMIN															
36	PW ENGINEERING															
37	PW SANITATION															
38	PW STREET LIGHTING												1			
39	PW STREET SERVICES												1			
40	RAP															
41	YOUTH DEVELOPMENT															
42	ZOO															
TOTAL		0	0	9	0	0	3	0	0	17	0	2	17	4	0	0