


CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 13, 2025

To: The Honorable Members of the Personnel & Hiring
Committee

From: MALAIKA BILLUPS, 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 ("BTJ") 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 BTJ program's alternative pathway to civil service in the semi-skilled classifications used by the BTJ program in order to track the progress towards the goal of hiring 750 employees through the TLH and BTJ 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 BTJ 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 BTJ 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 May 1st through May 31st 2025 indicates that **89% of citywide hires into the classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires in May 2025 of FY 24-25 (May 1, 2025 – May 31, 2025)						
CLASSES USED BY TLH		TLH Hires	Civil Service Hires	Total Hires	% Hired by TLH	# of open TLH vacancies *
1	ADMINISTRATIVE CLERK	1	1	2	50%	96
2	ANIMAL LICENSE CANVASSER	0	0	0	0%	1
3	ANIMAL CARE TECHNICIAN	0	0	0	0%	0
4	CUSTODIAN	0	0	0	0%	136
5	DELIVERY DRIVER	0	0	0	0%	0
6	GARAGE ATTENDANT	0	0	0	0%	5
7	GARDENER CARETAKER	6	0	6	100%	33
8	MAINTENANCE LABORER	1	0	1	100%	43
9	MECHANICAL HELPER	0	0	0	0%	15
10	STREET SERVICES WORKER	0	0	0	0%	4
11	TREE SURGEON ASSISTANT	0	0	0	0%	6
12	WAREHOUSE & TOOLROOM WORKER	0	0	0	0%	1
TOTAL		8	1	9	89%	340

* Please note that the CAO is in the process of updating the Workday application to ensure the system accurately represents approved 2024-25 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 May 1st through May 31st 2025 indicates that **0% of citywide hires into the classifications used by BTJ were hired through BTJ.**

BTJ Hires compared to other Civil Services Hires in May of FY 24-25 (May 1, 2025 – May 31, 2025)						
CLASSES USED BY BTJ		BTJ Hires	Civil Service Hires	Total Hires	% Hired by BTJ	# of open BTJ vacancies*
1	ACCOUNTING CLERK	0	2	2	0%	29
2	CEMENT FINISHER WORKER	0	1	1	0%	4
3	COMMUNICATIONS INFORMATION REPRESENTATIVE	0	0	0	0%	22
4	COMMUNITY SERVICES REPRESENTATIVE	0	0	0	0%	8
5	CUSTOMER SERVICE SPECIALIST	0	0	0	0%	0
6	ELECTRICAL CRAFT HELPER	0	0	0	0%	5
7	FIELD ENGINEERING AIDE	0	0	0	0%	1
8	INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	0	0	0	0%	24
9	INVESTIGATOR TRAINEE (SPECIAL INVESTIGATOR)	0	0	0	0%	2
10	MAINTENANCE & CONSTRUCTION HELPER	0	1	1	0%	14
11	SECURITY OFFICER	0	0	0	0%	120
12	TRAFFIC PAINTER & SIGN POSTER	0	0	0	0%	1
TOTAL		0	4	4	0%	230

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 – BTJ Hires vs. Other Civil Service Hires by department

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

Attachment A

Civil Services Hires compared to TLH Hires in May 2025 of FY 24-25
in the classifications used by TLH

DEPARTMENT		TLH Hires	Other Civil Service Hires	TOTAL	Hired thru TLH	FY 24-25 TLH hires to date
1	AGING	0	0	0	0%	5
2	AIRPORTS	1	0	1	100%	19
3	ANIMAL SERVICES	0	0	0	0%	5
4	BUILDING & SAFETY	0	0	0	0%	7
5	CANNABIS	0	0	0	0%	0
6	CAO	0	0	0	0%	0
7	CIVIL AND HUMAN RIGHTS EQUITY	0	0	0	0%	0
8	CLA (COUNCIL)	0	0	0	0%	0
9	CITY CLERK	0	0	0	0%	2
10	COMMUNITY INVESTMENT FOR FAMILIES	0	0	0	0%	0
11	CONTROLLER	0	0	0	0%	1
12	CONVENTION CENTER	0	0	0	0%	0
13	CULTURAL AFFAIRS	0	0	0	0%	0
14	DISABILITY	0	0	0	0%	0
15	DOT	0	0	0	0%	1
16	ECONOMIC & WORKFORCE DEV.	0	0	0	0%	2
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	0	0	0	0%	2
23	GSD	0	0	0	0%	2
24	HARBOR	0	1	1	0%	7
25	HOUSING	0	0	0	0%	9
26	ITA	0	0	0	0%	0
27	LACERS	1	0	1	100%	5
28	LIBRARY	0	0	0	0%	2
29	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%	0
30	PENSIONS	0	0	0	0%	0
31	PERSONNEL	0	0	0	0%	3
32	PLANNING	0	0	0	0%	3
33	POLICE CIVILIAN	0	0	0	0%	10
34	PW BOARD	0	0	0	0%	0
35	PW CONTRACT ADMIN	0	0	0	0%	0
36	PW ENGINEERING	0	0	0	0%	0
37	PW SANITATION	0	0	0	0%	6
38	PW STREET LIGHTING	0	0	0	0%	0
39	PW STREET SERVICES	0	0	0	0%	4
40	RAP	6	0	6	100%	19
41	YOUTH DEVELOPMENT	0	0	0	0%	0
42	ZOO	0	0	0	0%	0
TOTAL		8	1	9	89%	114

Attachment B
TLH Hires compared to Other Civil Service Hires and Vacancies in May 2025 of FY 24-25
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			38									133						1
3	ANIMAL SERVICES			1					1										
4	BUILDING & SAFETY			2															
5	CANNABIS																		
6	CAO																		
7	CIVIL AND HUMAN RIGHTS EQUITY																		
8	CLA (COUNCIL)			2															
9	CITY CLERK			1															
10	COMMUNITY INVESTMENT FOR FAMILIES																		
11	CONTROLLER																		
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			4															
24	GSD												2						3
25	HARBOR		1	2									1						1
26	HOUSING			11															
27	ITA																		
28	LACERS	1																	
29	LIBRARY			24															
30	PENSIONS																		
31	PERSONNEL			2															
32	PLANNING			1															
33	POLICE CIVILIAN			5															
34	PW BOARD																		
35	PW CONTRACT ADMIN																		
36	PW ENGINEERING																		
37	PW SANITATION			2															
38	PW STREET LIGHTING																		
39	PW STREET SERVICES																		
40	RAP			1															
41	YOUTH DEVELOPMENT																		
42	ZOO																		
TOTAL		1	1	96	0	0	0	0	0	1	0	0	136	0	0	0	0	0	5

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			14	1		20			13			3						
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												
17	EWDD																		
18	EL PUEBLO																		
19	EMERGENCY MANAGEMENT																		
20	ERB																		
21	ETHICS COMMISSION																		
22	FINANCE																		
23	FIRE CIVILIAN																		1
24	GSD																		
25	HARBOR			5			3			1									
26	HOUSING																		
27	ITA																		
28	LACERS																		
29	LIBRARY			2			2												
30	PENSIONS																		
31	PERSONNEL																		
32	PLANNING																		
33	POLICE CIVILIAN																		
34	PW BOARD																		
35	PW CONTRACT ADMIN																		
36	PW ENGINEERING																		
37	PW SANITATION			1			16												
38	PW STREET LIGHTING									1									
39	PW STREET SERVICES						1						1			4			
40	RAP	6		11												2			
41	YOUTH DEVELOPMENT																		
42	ZOO																		
TOTAL		6	0	33	1	0	43	0	0	15	0	0	4	0	0	6	0	0	1

Attachment C

Civil Service Hires compared to BTJ Hires in May 2025 of FY 24-25
in the classifications used by BTJ

DEPARTMENT		BTJ Hires	Other Civil Service Hires	TOTAL	Hired thru BTJ	FY 24-25 BTJ hires to date
1	AGING	0	0	0	0%	0
2	AIRPORTS	0	4	4	0%	45
3	ANIMAL SERVICES	0	0	0	0%	0
4	BUILDING & SAFETY	0	0	0	0%	1
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%	0
9	CONTROLLER	0	0	0	0%	1
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	0	0	0	0%	26
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%	0
20	FIRE CIVILIAN	0	0	0	0%	0
21	GSD	0	0	0	0%	0
22	HARBOR	0	0	0	0%	6
23	HOUSING	0	0	0	0%	3
24	ITA	0	0	0	0%	1
25	LACERS	0	0	0	0%	3
26	LIBRARY	0	0	0	0%	1
27	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%	0
28	PENSIONS	0	0	0	0%	0
29	PERSONNEL	0	0	0	0%	0
30	PLANNING	0	0	0	0%	0
31	POLICE CIVILIAN	0	0	0	0%	11
32	PW BOARD	0	0	0	0%	0
33	PW CONTRACT ADMIN	0	0	0	0%	7
34	PW ENGINEERING	0	0	0	0%	1
35	PW SANITATION	0	0	0	0%	0
36	PW STREET LIGHTING	0	0	0	0%	0
37	PW STREET SERVICES	0	0	0	0%	0
38	RAP	0	0	0	0%	0
39	YOUTH DEVELOPMENT	0	0	0	0%	1
40	ZOO	0	0	0	0%	0
TOTAL		0	4	4	0%	107

Attachment D
BTJ Hires compared to Other Civil Service Hires and Vacancies in May 2025 of FY 24-25
in the classifications used by BTJ

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

DEPARTMENT		FIELD ENGINEERING AIDE			INSPECTOR TRAINEE (ASSISTANT INSPECTOR)			INVESTIGATOR TRAINEE (SPECIAL INVESTIGATOR)			MAINTENANCE & CONSTRUCTION HELPER			SECURITY OFFICER			TRAFFIC PAINTER & SIGN POSTER		
		# BTJ HIRES	# Other Civil Service Hires	# Vacancies	# BTJ HIRES	# Other Civil Service Hires	# Vacancies	# BTJ HIRES	# Other Civil Service Hires	# Vacancies	# BTJ HIRES	# Other Civil Service Hires	# Vacancies	# BTJ HIRES	# Other Civil Service Hires	# Vacancies	# BTJ HIRES	# Other Civil Service Hires	# Vacancies
1	AGING																		
2	AIRPORTS						5					1	11			115			
3	ANIMAL SERVICES																		
4	BUILDING & SAFETY						14												
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
17	EWDD																		
18	EL PUEBLO																		
19	EMERGENCY MANAGEMENT																		
20	ERB																		
21	ETHICS COMMISSION									2									
22	FINANCE																		
23	FIRE CIVILIAN																		
24	GSD																		
25	HARBOR			1									2			4			
26	HOUSING						5												
27	ITA																		
28	LACERS																		
29	LIBRARY																		
30	PENSIONS																		
31	PERSONNEL																		
32	PLANNING																		
33	POLICE CIVILIAN															1			
34	PW BOARD																		
35	PW CONTRACT ADMIN																		
36	PW ENGINEERING																		
37	PW SANITATION																		
38	PW STREET LIGHTING																		
39	PW STREET SERVICES												1						
40	RAP																		
41	YOUTH DEVELOPMENT																		
42	ZOO																		
TOTAL		0	0	1	0	0	24	0	0	2	0	1	14	0	0	120	0	0	1