

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

Date: June 10, 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**

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**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 September 5, 2023 meeting, PAH instructed the Personnel Department to include in its monthly reports a chart showing TLH

vacancies by department on page 6 (Attachment C) and a chart showing BRIDGE vacancies by department on page 9 (Attachment F). These numbers will be updated with each monthly report.

## DISCUSSION

The updated appointment information from May 1<sup>st</sup> through May 31<sup>st</sup> 2024 indicates that **75% of citywide hires into the classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires in May 2024 of FY 23-24 (May 1, 2024 - May 31, 2024)						
CLASSES USED BY TLH		TLH Hires	Civil Service Hires	Total Hires	% Hired by TLH	# of open TLH vacancies *
1	ADMINISTRATIVE CLERK	1	0	1	100%	121
2	ANIMAL LICENSE CANVASSER	0	0	0	0%	2
3	ANIMAL CARE TECHNICIAN	0	0	0	0%	2
4	CUSTODIAN	0	0	0	0%	194
5	DELIVERY DRIVER	0	0	0	0%	0
6	GARAGE ATTENDANT	0	0	0	0%	2
7	GARDENER CARETAKER	0	0	0	0%	34
8	MAINTENANCE LABORER	0	0	0	0%	79
9	MECHANICAL HELPER	0	0	0	0%	17
10	STREET SERVICES WORKER	2	1	3	67%	5
11	TREE SURGEON ASSISTANT	0	0	0	0%	0
12	WAREHOUSE & TOOLROOM WORKER	0	0	0	0%	1
<b>TOTAL</b>		<b>3</b>	<b>1</b>	<b>4</b>	<b>75%</b>	<b>457</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 May 1<sup>st</sup> through May 31<sup>st</sup> 2024 indicates that **25% of citywide hires into the classifications used by BRIDGE were hired through BRIDGE.**

BRIDGE Hires compared to other Civil Services Hires in May of FY 23-24 (May 1, 2024 – May 31, 2024)						
CLASSES USED BY BRIDGE		BRIDGE Hires	Civil Service Hires	Total Hires	% Hired by BRIDGE	# of open BRIDGE vacancies *
1	ACCOUNTING CLERK	1	3	4	25%	24
2	CEMENT FINISHER WORKER	0	0	0	0%	5
3	COMMUNICATIONS INFORMATION REPRESENTATIVE	0	0	0	0%	20
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%	5
7	FIELD ENGINEERING AIDE	0	0	0	0%	3
8	INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	0	0	0	0%	13
9	MAINTENANCE & CONSTRUCTION HELPER	0	0	0	0%	19
<b>TOTAL</b>		<b>1</b>	<b>3</b>	<b>4</b>	<b>25%</b>	<b>92</b>

**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** – Vacancies for TLH classifications by department

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

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

**Attachment F** – Vacancies for BRIDGE classifications by department

  
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 DANA H. BROWN  
 General Manager

Attachment A

Civil Services Hires compared to TLH Hires in May 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	0	0	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	100%	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	0	0	0	0%	3
23	GSD	0	0	0	100%	18
24	HARBOR	0	0	0	100%	10
25	HOUSING	0	0	0	0%	16
26	ITA	0	0	0	0%	0
27	LACERS	1	0	1	100%	8
28	LIBRARY	0	0	0	0%	23
29	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%	1
30	PENSIONS	0	0	0	0%	0
31	PERSONNEL	0	0	0	0%	18
32	PLANNING	0	0	0	0%	5
33	POLICE CIVILIAN	0	0	0	100%	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	100%	21
38	PW STREET LIGHTING	0	0	0	0%	2
39	PW STREET SERVICES	2	1	3	0%	8
40	RAP	0	0	0	0%	34
41	YOUTH DEVELOPMENT	0	0	0	0%	0
42	ZOO	0	0	0	0%	7
<b>TOTAL</b>		<b>3</b>	<b>1</b>	<b>4</b>	<b>75%</b>	<b>319</b>



Attachment C  
 Vacancies by Department in May 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	GARDENER CARETAKER	MAINTENANCE LABORER	MECHANICAL HELPER	STREET SERVICES WORKER	TREE SURGEON ASST	WAREHOUSE & TOOLROOM WORKER	TOTAL
1	AGING													0
2	AIRPORTS	48			190		1	25	19	14	4			301
3	ANIMAL SERVICES		2	2										4
4	BUILDING & SAFETY	10												10
5	CANNABIS													0
6	CAO													0
7	CIVIL AND HUMAN RIGHTS EQUITY													0
8	CLA (COUNCIL)	1												1
9	CITY CLERK													0
10	COMMUNITY INVESTMENT FOR FAMILIES													0
11	CONTROLLER													0
12	CONVENTION CENTER													0
13	CULTURAL AFFAIRS													0
14	DISABILITY													0
15	DONE													0
16	DOT								2	1				3
17	EWDD													0
18	EL PUEBLO													0
19	EMERGENCY MANAGEMENT													0
20	ERB													0
21	ETHICS COMMISSION													0
22	FINANCE													0
23	FIRE CIVILIAN	1												1
24	GSD				2									2
25	HARBOR	1			2			3	8	1				15
26	HOUSING	1						2						3
27	ITA													0
28	LACERS	1												1
29	LIBRARY	52							2				1	55
30	PENSIONS													0
31	PERSONNEL	1												1
32	PLANNING													0
33	POLICE CIVILIAN	1					1		48					50
34	PW BOARD													0
35	PW CONTRACT ADMIN													0
36	PW ENGINEERING													0
37	PW SANITATION	4						1						5
38	PW STREET LIGHTING									1				1
39	PW STREET SERVICES							1			1			2
40	RAP							2						2
41	YOUTH DEVELOPMENT													0
42	ZOO													0
<b>TOTAL</b>		<b>121</b>	<b>2</b>	<b>2</b>	<b>194</b>	<b>0</b>	<b>2</b>	<b>34</b>	<b>79</b>	<b>17</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>457</b>

**Attachment D**

**Civil Service Hires compared to BRIDGE Hires in May 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	3	3	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	0	0	0	0%	6
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%	7
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	0	0	0	0%	7
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
<b>TOTAL</b>		<b>1</b>	<b>3</b>	<b>4</b>	<b>25%</b>	<b>135</b>



Attachment F  
 Vacancies by Department in May 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 SPECIALIST	ELECTRICAL CRAFT HELPER	FIELD ENGINEERING AIDE	INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	MAINTENANCE & CONSTRUCTION HELPER	TOTAL
1 AGING										0
2 AIRPORTS	15	5	14			2		4	14	54
3 ANIMAL SERVICES										0
4 BUILDING & SAFETY	3							9		12
5 CANNABIS										0
6 CAO										0
7 CIVIL AND HUMAN RIGHTS EQUITY										0
8 CLA (COUNCIL)										0
9 CITY CLERK										0
10 COMMUNITY INVESTMENT FOR FAMILIES										0
11 CONTROLLER										0
12 CONVENTION CENTER										0
13 CULTURAL AFFAIRS										0
14 DISABILITY										0
15 DONE										0
16 DOT						1				1
17 EWDD	1									1
18 EL PUEBLO										0
19 EMERGENCY MANAGEMENT										0
20 ERB										0
21 ETHICS COMMISSION										0
22 FINANCE										0
23 FIRE CIVILIAN										0
24 GSD										0
25 HARBOR	2		6			1	3		3	15
26 HOUSING										0
27 ITA										0
28 LACERS	1									1
29 LIBRARY	1			3						4
30 PENSIONS										0
31 PERSONNEL										0
32 PLANNING										0
33 POLICE CIVILIAN	1									1
34 PW BOARD										0
35 PW CONTRACT ADMIN										0
36 PW ENGINEERING										0
37 PW SANITATION										0
38 PW STREET LIGHTING						1				1
39 PW STREET SERVICES									2	2
40 RAP										0
41 YOUTH DEVELOPMENT										0
42 ZOO										0
<b>TOTAL</b>	<b>24</b>	<b>5</b>	<b>20</b>	<b>3</b>	<b>0</b>	<b>5</b>	<b>3</b>	<b>13</b>	<b>19</b>	<b>92</b>