

PERSONNEL AND HIRING COMMITTEE REPORT relative to the exemption of seven grant-funded positions for the Community Investment for Families Department (CIFD) from the Civil Service pursuant to Charter Section 1001(d).

Recommendation for Council action:

APPROVE the exemption of the following seven positions for the CFID from the Civil Service pursuant to Charter Section 1001(d)(4)Program :

- a. One Chief Management Analyst (Class Code 9182)
- b. One Assistant Chief Grants Administrator (Class Code 1577)
- c. One Senior Project Coordinator (Class Code 1538)
- d. One Project Coordinator (Class Code 1537)
- e. One Project Assistant (Class Cide 1542)
- f. One Senior Project Assistant (Class Code 1546)
- g. One Program Aide (Class Code 1550)

Fiscal Impact Statement: None submitted by the CIFD. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

Summary:

On June 18, 2025, your Committee considered a May 14, 2025 CFID report relative to the exemption of seven grant-funded positions for the Community Investment for Families Department (CIFD) from the Civil Service pursuant to Charter Section 1001(d). According to the CFID, these positions only require exemption authority as they have either expired or are set to expire in February 2025. These positions were previously exempted in February 2022 (Council File No. 21-1477). The positions are assigned to the Program Operations Division.

The Program Operations Division implements several programs to address the needs of low-income City residents. Using Federal and State funds, the Program Operations Division manages and monitors over 120 contracts with community-based organizations that provide services focused on preventing homelessness, keeping families safe, supporting survivors of domestic violence and human trafficking, increasing family income, expanding educational opportunities, and building community wealth. These positions responsibilities are consistent with their previous requirements. These positions

are 100% Grant funded. Funding for these positions comes directly from grant funds, including related-costs. Accordingly, the CIFD is requesting for exemption under Charter Section 1001(d)(4) and not under Charter Section 1001(b) – thus this exemption approval will have no impact on the 150 position limit associated with exemptions under Charter Section 1001(b), as well as having no impact on the City's General Fund. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendation in the CFID report as detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel and Hiring Committee

COUNCILMEMBER VOTE

McOSKER: YES

RODRIGUEZ: YES

HUTT: YES

ARL

6/18/25

-NOT OFFICIAL UNTIL COUNCIL ACTS-