

PERSONNEL AND HIRING COMMITTEE REPORT and ORDINANCE FIRST CONSIDERATION relative to establishment of salaries for new non-represented Bridge-to-Jobs Program classifications of Communications Electrician Assistant (Class Code 3688) and Communications Electrician Trainee (Class Code 3682).

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. PRESENT and ADOPT the accompanying ORDINANCE dated April 25, 2025 amending Schedule A of Section 4.61 of the Los Angeles Administrative Code to include and provide salaries for the new, non-represented Bridge-to-Jobs Program classifications of Communications Electrician Assistant (Class Code 3688) and Communications Electrician Trainee (Class Code 3682).
2. AUTHORIZE the City Administrative Officer (CAO), upon accretion of the classes to a bargaining unit, to amend the appropriate Memorandum of Understanding to reflect the salaries approved by Ordinance.
3. AUTHORIZE the Controller and the CAO to correct any clerical or technical errors in the above Ordinance.

Fiscal Impact Statement: The CAO reports that the General Fund will not be impacted in Fiscal Year 2024-2025. Departments will use vacant civil service position authorities to hire employees into these classifications.

Community Impact Statement: None submitted.

Summary:

On June 18, 2025, your Committee considered a May 27, 2025 CAO report relative to establishment of salaries for new non-represented Bridge-to-Jobs Program classifications of Communications Electrician Assistant (Class Code 3688) and Communications Electrician Trainee (Class Code 3682). According to the CAO, in 2019, the Personnel Department created the Bridge-to-Jobs Program (BRIDGE), which is similar to the Targeted Local Hire Program (TLHP), to reduce barriers to civil service employment for individuals from underserved communities while also addressing the need for semi-skilled workers (Council File No. 19-0600-S61).

The BRIDGE program provides a more accessible, alternate pathway to civil service employment in semi-skilled, entry-level classifications that require a higher level of proficiencies than those classifications recommended for the TLHP. The Personnel Department worked with City Departments, labor, and community partners to identify semi-skilled, entry-level classifications that fit the BRIDGE framework. The Communications Electrician Trainee class is a temporary training position in accordance with Section 5.30 of the Rules of the Board of Civil Service Commissioners. Employment as a Communications Electrician Trainee is limited to four years of on-the-job training.

Upon successful completion of the training program and receipt of a letter of recommendation from an employing City Department, incumbents receive a regular appointment to Communications Electrician Assistant and begin a six-month probationary period. These classifications will be utilized for the BRIDGE Program solely as a pathway for an employee to transition to full-time regular employment as a Communications Electrician.

On February 27, 2025, the Board of Civil Service Commissioners approved the creation of the new BRIDGE classifications of Communications Electrician Assistant and Communications Electrician Trainee, and the Personnel Department requested the CAO to take the necessary actions to establish salaries for the newly created classifications. At its meeting on August 25, 2023, the Executive Employee Relations Committee authorized the CAO to establish the salaries for newly created, non-represented BRIDGE classifications on an on-going basis, by ordinance, and submit said ordinances, approved as to form and legality by the City Attorney, directly to the City Council for consideration and action. The CAO will continue to follow the established BRIDGE parameters when recommending salaries for the new, non-represented classifications. After further consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the CAO report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel and Hiring Committee

COUNCILMEMBER:	VOTE:
McOSKER:	YES
RODRIGUEZ:	YES
HUTT:	YES

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6/18/25

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**