



REPORT
FROM

THE PERSONNEL
DEPARTMENT

TO: Personnel and Animal Welfare Committee	DATE June 1, 2018
REFERENCE: Mayor's 2017-18 Adopted Budget Recommendation	COUNCIL FILE CF 17-0600-S45
SUBJECT: 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 receive and file this report.

BACKGROUND:

In May 2017, as part of the Fiscal Year 2017-18 budget hearings and deliberations, Council instructed the Personnel Department to provide a report back to the Personnel and Animal Welfare (PAW) Committee with specific implementation, benchmarks and hiring goals for the Targeted Local Hiring and Strategic Workforce Development Task Force. During the August 2, 2017, PAW Committee meeting, the Personnel Department offered to research and include a comparison of the number of employees hired through other civil service processes to the number hired through the Targeted Local Hire (TLH) program's alternative pathway to civil service in the six entry-level classifications utilized by the TLH program. On September 20, 2017, the Personnel Department reported on citywide utilization of the TLH program and provided a comparison of **TLH Program Hires vs. Other Civil Service Hires** and agreed to continue to provide updates regarding TLH utilization.

DISCUSSION:


Updated appointment information for the current FY17-18 (July 2017 through April 30, 2018) indicates that **59% of citywide hires into the six classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires for FY 17-18 (July 2017 – April 30, 2018)					
SIX (6) CLASSES USED BY TLH		TLH Hires	Other Civil Service Hires	Total Hires	% Hired by TLH
1	ADMINISTRATIVE CLERK	182	53	235	77%
2	CUSTODIAN	21	57	78	27%
3	GARAGE ATTENDANT	1	12	13	8%
4	GARDENER CARETAKER	20	13	33	61%
5	MAINTENANCE LABORER	11	26	37	30%
6	TREE SURGEON ASSISTANT	1	3	4	25%
TOTAL		236	164	400	59%

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 – Other Civil Service Hires by department, by month


WENDY G. MACY
General Manager

Attachment A

**Civil Service Hires compared to TLH Hires for FY 17-18 (July 2017 - April 30, 2018)
in the six (6) classifications used by TLH**

DEPARTMENT		TLH Hires	Other Civil Service Hires	TOTAL	Hired thru TLH
1	AGING	0	0	0	0%
2	AIRPORTS	34	63	97	35%
3	ANIMAL SERVICES	4	0	4	100%
4	BUILDING & SAFETY	19	7	26	73%
5	CAO	2	0	2	100%
6	CLA (COUNCIL)	1	0	1	100%
7	CITY ATTORNEY	0	0	0	0%
8	CITY CLERK	0	0	0	0%
9	CONTROLLER	3	0	3	100%
10	CONVENTION CENTER	0	0	0	0%
11	CULTURAL AFFAIRS	0	0	0	0%
12	DISABILITY	0	0	0	0%
13	DOT	12	5	17	71%
14	ECONOMIC & WORKFORCE DEV.	3	0	3	100%
15	EL PUEBLO	0	0	0	0%
16	EMERGENCY MANAGEMENT	0	0	0	0%
17	EMPLOYEE RELATIONS BOARD	0	0	0	0%
18	ETHICS COMMISSION	0	0	0	0%
19	FINANCE	0	0	0	0%
20	FIRE CIVILIAN	1	3	4	25%
21	GSD	3	9	12	25%
22	HARBOR	5	6	11	45%
23	HOUSING	15	4	19	79%
24	ITA	0	0	0	0%
25	LACERS	3	0	3	100%
26	LIBRARY	32	0	32	100%
27	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%
28	PENSIONS	5	0	5	100%
29	PERSONNEL	12	5	17	71%
30	PLANNING	5	0	5	100%
31	POLICE CIVILIAN	20	12	32	63%
32	PW BOARD	0	0	0	0%
33	PW CONTRACT ADMIN	3	0	3	100%
34	PW ENGINEERING	0	1	1	0%
35	PW SANITATION	7	32	39	18%
36	PW - STREET LIGHTING	3	0	3	100%
37	PW - STREET SERVICES	13	0	13	100%
38	RAP	28	15	43	65%
39	ZOO	3	2	5	60%
TOTAL		236	164	400	59%

Attachment B

TLH Hires compared to Other Civil Service Hires for FY 17-18 (July 2017 - April 30, 2018)
in the six (6) classifications used by TLH

DEPARTMENT		ADMIN CLERK		CUSTODIAN		GARAGE ATTENDANT		GARDENER CARETAKER		MAINTENANCE LABORER		TREE SURGEON ASST	
		# TLH Hires	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires	# TLH HIRES	# Other Civil Service Hires
1	AGING												
2	AIRPORTS	16	9	18	54								
3	ANIMAL SERVICES	4											
4	BUILDING & SAFETY	19	7										
5	CAO	2											
6	CLA (COUNCIL)	1											
7	CITY ATTORNEY												
8	CITY CLERK												
9	CONTROLLER	3											
10	CONVENTION CENTER												
11	CULTURAL AFFAIRS												
12	DISABILITY												
13	DOT	7	4							5	1		
14	ECONOMIC & WORKFORCE DEV.	3											
15	EL PUEBLO												
16	EMERGENCY MANAGEMENT												
17	EMPLOYEE RELATIONS BOARD												
18	ETHICS COMMISSION												
19	FINANCE												
20	FIRE CIVILIAN	1	3										
21	GSD	3	1		1		7						
22	HARBOR	2			2	1		1			4	1	
23	HOUSING	15	4										
24	ITA												
25	LACERS	3											
26	LIBRARY	32											
27	NEIGHBORHOOD EMPOWERMENT												
28	PENSIONS	5											
29	PERSONNEL	12	5										
30	PLANNING	5											
31	POLICE CIVILIAN	20	7				5						
32	PW BOARD												
33	PW CONTRACT ADMIN	3											
34	PW ENGINEERING		1										
35	PW SANITATION	6	10	1					1		21		
36	PW - STREET LIGHTING									3			
37	PW - STREET SERVICES	11								2			
38	RAP	9	1					19	11				3
39	ZOO		1	2					1	1			
TOTAL		182	53	21	57	1	12	20	13	11	26	1	3

Attachment C

Other Civil Service Hires into six classifications used by TLH by Month for FY 17-18 (July 2017 - April 30, 2018)

Employees hired NOT USING TLH by Department, by Month

	DEPARTMENT	July	August	September	October	November	December	January	February	March	April	TOTAL
1	AGING											0
2	AIRPORTS	4	3	28	1		11		15		1	63
3	ANIMAL SERVICES											0
4	BUILDING & SAFETY		5		1		1					7
5	CAO											0
6	CLA (COUNCIL)											0
7	CITY ATTORNEY											0
8	CITY CLERK											0
9	CONTROLLER											0
10	CONVENTION CENTER											0
11	CULTURAL AFFAIRS											0
12	DISABILITY											0
13	DOT			3	1				1			5
14	ECONOMIC & WORKFORCE DEV.											0
15	EL PUEBLO											0
16	EMERGENCY MANAGEMENT											0
17	EMPLOYEE RELATIONS BOARD											0
18	ETHICS COMMISSION											0
19	FINANCE											0
20	FIRE CIVILIAN	1		2								3
21	GSD	4	2				1	1			1	9
22	HARBOR			2	4							6
23	HOUSING	1	2	1								4
24	ITA											0
25	LACERS											0
26	LIBRARY											0
27	NEIGHBORHOOD EMPOWERMENT											0
28	PENSIONS											0
29	PERSONNEL	3									2	5
30	PLANNING											0
31	POLICE CIVILIAN		2	2				5	2		1	12
32	PW BOARD											0
33	PW CONTRACT ADMIN											0
34	PW ENGINEERING			1								1
35	PW SANITATION	2	7	1	13	1		2		6		32
36	PW - STREET LIGHTING											0
37	PW - STREET SERVICES											0
38	REC PARKS REG FULL TIME	2			11			2				15
39	ZOO			1	1							2
	TOTAL	17	21	41	32	1	13	10	18	6	5	164