



REPORT
FROM

THE PERSONNEL
DEPARTMENT

TO: Personnel and Animal Welfare Committee	DATE August 13, 2021
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 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:

The updated appointment information during Quarter 4 of Fiscal Year (FY) 2020-21 indicates that **88% of citywide hires into the classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires in Quarter 4 of FY 20-21 (April 1, 2021 – June 30, 2021)					
CLASSES USED BY TLH		TLH Hires	Civil Service Hires	Total Hires	% Hired by TLH
1	ADMINISTRATIVE CLERK	0	1	1	0%
2	ANIMAL LICENSE CANVASSER	0	0	0	0%
3	ANIMAL CARE TECHNICIAN	0	0	0	0%
4	CUSTODIAN	4	0	4	100%
5	DELIVERY DRIVER	0	0	0	0%
6	GARAGE ATTENDANT	0	0	0	0%
7	GARDENER CARETAKER	0	0	0	0%
8	MAINTENANCE LABORER	11	0	11	100%
9	TREE SURGEON ASSISTANT	0	0	0	0%
10	STREET SERVICES WORKER	0	0	0	0%
11	WAREHOUSE & TOOLROOM WORKER	0	1	1	0%
TOTAL		15	2	17	88%

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 (April 1, 2021 - June 30, 2021)
in the classifications used by TLH**

	DEPARTMENT	TLH Hires	Other Civil Service Hires	TOTAL	Hired thru TLH
1	AGING	0	0	0	0%
2	AIRPORTS	0	1	1	0%
3	ANIMAL SERVICES	0	0	0	0%
4	BUILDING & SAFETY	0	0	0	0%
5	CANNABIS	0	0	0	0%
6	CAO	0	0	0	0%
7	CLA (COUNCIL)	0	0	0	0%
8	CITY CLERK	0	0	0	0%
9	CONTROLLER	0	0	0	0%
10	CONVENTION CENTER	0	0	0	0%
11	CULTURAL AFFAIRS	0	0	0	0%
12	DISABILITY	0	0	0	0%
13	DOT	6	0	6	100%
14	ECONOMIC & WORKFORCE DEV.	0	0	0	0%
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	0	0	0	0%
21	GSD	4	0	4	100%
22	HARBOR	0	0	0	0%
23	HOUSING	0	0	0	0%
24	ITA	0	0	0	0%
25	LACERS	0	1	1	0%
26	LIBRARY	0	0	0	0%
27	NEIGHBORHOOD EMPOWERMENT	0	0	0	0%
28	PENSIONS	0	0	0	0%
29	PERSONNEL	0	0	0	0%
30	PLANNING	0	0	0	0%
31	POLICE CIVILIAN	0	0	0	0%
32	PW BOARD	0	0	0	0%
33	PW CONTRACT ADMIN	0	0	0	0%
34	PW ENGINEERING	0	0	0	0%
35	PW SANITATION	5	0	5	100%
36	PW STREET LIGHTING	0	0	0	0%
37	PW STREET SERVICES	0	0	0	0%
38	RAP	0	0	0	0%
39	ZOO	0	0	0	0%
	TOTAL	15	2	17	88%

Attachment B
TLH Hires compared to Other Civil Service Hires Q4 of FY 20-21 (April 1, 2021 - June 30, 2021)
in the classifications used by TLH

DEPARTMENT	ADMIN CLERK		ANIMAL CARE TECH		ANIMAL LICENSE CANVASSER		CUSTODIAN		DELIVERY DRIVER		GARAGE ATTENDANT		GARDENER CARETAKER		MAINTENANCE LABORER		STREET SERVICES WORKER		TREE SURGEON ASST		WAREHOUSE & TOOLROOM	
	# 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	# 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																						1
3 ANIMAL SERVICES																						
4 BUILDING & SAFETY																						
5 CANNABIS																						
6 CAO																						
7 CLA (COUNCIL)																						
8 CITY CLERK																						
9 CONTROLLER																						
10 CONVENTION CENTER																						
11 CULTURAL AFFAIRS																						
12 DISABILITY																						
13 DONE																						
14 DOT															6							
15 EWDD																						
16 EL PUEBLO																						
17 EMERGENCY MANAGEMENT																						
18 ERB																						
19 ETHICS COMMISSION																						
20 FINANCE																						
21 FIRE CIVILIAN																						
22 GSD							4															
23 HARBOR																						
24 HOUSING																						
25 ITA																						
26 LACERS		1																				
27 LIBRARY																						
28 PENSIONS																						
29 PERSONNEL																						
30 PLANNING																						
31 POLICE CIVILIAN																						
32 PW BOARD																						
33 PW CONTRACT ADMIN																						
34 PW ENGINEERING																						
35 PW SANITATION															5							
36 PW STREET LIGHTING																						
37 PW STREET SERVICES																						
38 RAP																						
39 ZOO																						
TOTAL	0	1	0	0	0	0	4	0	0	0	0	0	0	0	11	0	0	0	0	0	0	1

Attachment C

Other Civil Service Hires into classifications used by TLH by Month

Employees hired **NOT USING TLH** by Department, by Month Q4 of FY 20-21 (April 1, 2021 - June 30, 2021)

DEPARTMENT		APRIL	MAY	JUNE	TOTAL
1	AGING				0
2	AIRPORTS	1			1
3	ANIMAL SERVICES				0
4	BUILDING & SAFETY				0
5	CANNABIS				0
6	CAO				0
7	CLA (COUNCIL)				0
8	CITY CLERK				0
9	CONTROLLER				0
10	CONVENTION CENTER				0
11	CULTURAL AFFAIRS				0
12	DISABILITY				0
13	DOT				0
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				0
21	GSD				0
22	HARBOR				0
23	HOUSING				0
24	ITA				0
25	LACERS		1		1
26	LIBRARY				0
27	NEIGHBORHOOD EMPOWERMENT				0
28	PENSIONS				0
29	PERSONNEL				0
30	PLANNING				0
31	POLICE CIVILIAN				0
32	PW BOARD				0
33	PW CONTRACT ADMIN				0
34	PW ENGINEERING				0
35	PW SANITATION				0
36	PW - STREET LIGHTING				0
37	PW - STREET SERVICES				0
38	RAP				0
39	ZOO				0
TOTAL		1	1	0	2