

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT relative to Targeted Local Hire (TLH) and Bridge to Jobs (Bridge) Program position requests.

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

1. RESOLVE that the following positions, subject to allocation by the Board of Civil Service Commissioners, to be employed in the Departments indicated, to further the City's goal of hiring 750 employees through the TLH Hire and Bridge Programs for the period January 2, 2022 through June 30, 2022:

Department	No.	Class Code	Title
City Administrative Officer (CAO)	1	1358	Administrative Clerk
CAO	1	1223	Accounting Clerk
Community Investment for Families	3	1358	Administrative Clerk
City Clerk	1	1358	Administrative Clerk
City Clerk	1	1223	Accounting Clerk
El Pueblo	1	1223	Accounting Clerk
Personnel	3	1358	Administrative Clerk
Police	2	3531	Garage Attendant
Police	1	3141	Gardener Caretaker
Police	2	3112	Maintenance Laborer
Police	1	3156	Custodian
Board of Public Works	1	1358	Administrative Clerk
Bureau of Contract Administration	1	1223	Accounting Clerk
Bureau of Street Lighting	4	3112	Maintenance Laborer
Zoo	2	3112	Maintenance Laborer
Zoo	1	3156	Custodian
Zoo	1	1223	Accounting Clerk
Total:27			

2. Transfer \$572,304 from the Unappropriated Balance No. 58, General Fund No. 100, Account No. 580340 entitled *Targeted Local Hire* to the following Departmental accounts:

No.	Department	Fund	Account	Amount
10	CAO	100	1010, Salaries General	\$45,236
21	Community Investment for Families	100	1010, Salaries General	19,345
14	City Clerk	100	1010, Salaries General	71,127
33	El Pueblo	100	1010, Salaries General	25,891
70	Los Angeles Police Department	100	1010, Salaries General	193,837
74	Board of Public Works	100	1010, Salaries General	19,345
84	Bureau of Street Lighting	100	1010, Salaries General	77,088
87	Zoo	100	1010, Salaries General	<u>120,435</u>
Total:				\$572,304

Fiscal Impact Statement: The CAO reports that approval of the recommendations contained in the November 16, 2021 CAO report, attached to the Council File, will result in a transfer of \$572,304 from the Unappropriated Balance to various City Departments to hire employees through the TLH and Bridge to Jobs Programs in 2021-22. Estimated expenditures for the 27 new positions authorized as part of this report are anticipated to exceed \$1.1 million in 2022-23. In order to continue these positions in 2022-23, offsetting reductions or increased revenue will need to be identified.

Financial Policies Statement: The CAO reports that as budgeted funding is available in the current Fiscal Year for anticipated expenditures, the recommendations of this report are in compliance with the City's Financial Policies.

Community Impact Statement: None submitted.

(Also referred to the Budget and Finance Committee)

Summary:

On December 1, 2021, your Committee considered a November 16, 2021 CAO report relative to TLH and Bridge to Jobs Program position requests. According to the CAO, as part of the 2021-22 Adopted Budget, the Mayor and Council established a goal of hiring 750 employees through the TLH and Bridge Programs (Council File No. 21-0600). Council also directed all Departments to use the TLH Program for the hiring of all eligible classifications. Also, the Personnel Department and the CAO were instructed to identify the steps necessary to achieve the hiring target (Council File No. 21-0600-S35). Funding was included in the 2021-22 Unappropriated Balance (UB) to facilitate this goal.

The current balance of available UB funds is \$10.1 million. The TLH and Bridge Programs provide an alternative pathway to City Civil Service employment for individuals from under-served and under-employed populations. The TLH Program connects individuals to entry-level civil service careers in the following classifications:

- Administrative Clerk

- Animal Care Technician
- Animal License Canvasser
- Custodian
- Delivery Driver
- Garage Attendant
- Gardener Caretaker
- Maintenance Laborer
- Street Services Worker
- Tree Surgeon Assistant
- Warehouse and Toolroom Worker

The Bridge Program builds on the success of the TLH Program and affords individuals from the same communities an opportunity to gain employment in semi-skilled/paraprofessional civil service careers in the following classifications:

- Accounting Clerk
- Communications Information Representative
- Field Engineering Aide
- Inspector Trainee

The majority of the anticipated hires towards the goal of hiring 750 TLH/Bridge employees in 2021-22 are expected to come from funded vacant positions authorized as part of the 2021-22 Adopted Budget. During Council's consideration of the 2021-22 Budget in May 2021, the CAO surveyed all City Departments to determine the estimated number of TLH and Bridge employees that departments anticipated hiring into existing vacant authorized positions. Departments reported a combined estimate of 495 hires into existing position authorities using the TLH and Bridge Programs.

During the adoption of the 2021-22 Budget, Council added an additional 89 position authorities that could be hired using TLH and Bridge, bringing the total number of anticipated TLH/Bridge hires to 584. From July 1, 2021 through October 31, 2021 the City has actually hired 103 employees through the TLH Program and two employees through the Bridge Program, for a total of 105 employees hired through these programs

in the first four months of the Fiscal Year. Departments are currently working with the Personnel Department to hire an additional 193 employees through the TLH Program and 28 employees through the Bridge Program, for a total of 221 employees in the hiring process. Therefore, a total of 326 employees have already been hired or are in the process of being hired as of October 31, 2021. While 105 hires may appear as limited progress toward the 750 goal, TLH/Bridge hiring has significantly increased recently, as demonstrated by the 221 positions currently in the hiring process. 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, as detailed above. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Animal Welfare Committee

A handwritten signature in black ink, appearing to read "Paul Kretz". The signature is fluid and cursive, with the first name "Paul" and last name "Kretz" clearly distinguishable.

COUNCILMEMBER VOTE

KORETZ: YES

HARRIS-DAWSON: YES

BONIN: YES

ARL

12/1/21

-NOT OFFICIAL UNTIL COUNCIL ACTS-