

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: July 1, 2022

TO: Honorable Paul Koretz, Chair
Honorable Marqueece Harris-Dawson, Vice Chair
Honorable Mike Bonin, Member
Personnel, Audits and Animal Welfare Committee

FROM: Barbara Romero, Director and General Manager
LA Sanitation and Environment



SUBJECT: LA SANITATION AND ENVIRONMENT – EXPEDITED HIRING; USE OF TARGETED LOCAL HIRE FOR CLEANLA POSITIONS (COUNCIL FILE NO. 22-0600-S51)

During the FY 2022-23 budget hearings, LA Sanitation & Environment (LASAN) was instructed to report to Personnel, Audits, and Animal Welfare Committee on how the Department is collaborating with the Personnel Department to develop initiatives to expedite hiring and increase the Department's workforce through the use of the Targeted Local Hire Program for CleanLA positions.

LA Sanitation & Environment (LASAN) has been in ongoing discussions to address its hiring needs. Discussions have included the establishment of alternate career pathways to full time City employment.

Targeted Local Hire Program

Currently, LASAN utilizes the Targeted Local Hire (TLH) Program to hire residents of underserved communities into various entry level classifications. Under the TLH Program, residents are hired as Office Trainees (which leads to full time employment as Administrative Clerks) or Vocational Workers (which leads to full time employment as Custodians, Gardener Caretakers or Maintenance Laborers.)

Interested candidates are required to participate in job readiness assessment screening through local WorkSource Centers or approved community based organizations/agencies. Successful candidates are placed into an Applicant Pool. Departments that have need of either Office Trainees or Vocational Workers may request Referral Lists through the Personnel Department, which are randomly generated from the Applicant Pool.

Although deeply committed to the TLH Program, LASAN has recently experienced difficulties with TLH selection and hiring. Lately, it has required Referral Lists of 200 or more candidates in an effort to fill approximately 50 vacancies, particularly for the Maintenance Laborer classification. Many candidates have not responded to our Department's certification, either because they are no longer available for employment or they are uninterested in the type of work required for these positions. TLH applications are valid for one year. If the candidate has not been selected and hired, the application may be renewed for one additional year, or until hired (whichever occurs first.) LASAN has also experienced instances where candidates vetted

through local WorkSource Centers for job readiness were not quite prepared for the tasks and responsibilities that are required for our positions.

In addition, LASAN employs many part-time personnel, several of which are included in the TLH Applicant Pool. The Department has spent a significant amount of time and resources to train staff. However, most often, these employees are not included on LASAN referrals due to the randomly generated Lists. As a result, LASAN is not able to hire the staff with actual experience with the Department's mandates.

These types of issues have caused significant delays with filling our vacancies. To date, LASAN has 59 Maintenance Laborer vacancies, 39 in the Livability Services Division with five additional vacancies in the Solid Resources Collections Divisions. To address many of the challenges recently encountered, LASAN has been in communication with the Personnel Department regarding the establishment of alternate career pathways to fill several of our vacant Maintenance Laborer positions.

The Personnel Department has suggested that an Informational Session be held as a means to familiarize TLH Applicant Pool candidates with LASAN opportunities. The virtual session, initially targeting candidates interested in the Maintenance Laborer classification, will include a description of specific position duties/responsibilities and career advancement opportunities within LASAN. Current TLH employees will also make a presentation regarding their experience with the Program as well as opportunities for advancement that may become available. The first Informational Session is scheduled for July 7, 2022 and if successful can eventually be replicated for additional TLH classifications.

CleanLA Program

The CleanLA Program was established in fiscal year 2021-2022 to provide employment to disconnected citizens (low income, residents of underserved communities, formerly incarcerated, etc.). The goal of the CleanLA Program is to provide workforce development, training and experience leading to full-time City employment. Program participants receive up to 400 hours of paid training (from combined general and grant funding subsidized by the Economic & Workforce Development Department) followed by one-year full-time job placement (with benefits) and specialized training. Candidates must reside in the City of Los Angeles, be at least 18 years of age and enrolled at one of the City's WorkSource Centers.

Participants perform weed and litter abatement as well as light cleaning to supplement the work that Livability Services and Solid Resource Collection Divisions are performing with regard to City cleanliness.

Employees receive critical on-the-job training and resources (soft-skills, navigating City government, etc.) Upon successful completion of the training Program, employees will receive a CleanLA Certificate of Completion, which would make them eligible for full-time, civil service employment as a Maintenance Laborer within LASAN via the civil service examination process. LASAN and Personnel Department staff will collaborate to offer a City101 training for CleanLA

Program participants, which will aid them in preparing for the civil service examination, as well as on how to find and prepare for future promotional opportunities.

It is believed that employees with work experience gained through the CleanLA Program could be more suited to full time employment within LASAN due to their exposure to the type of work required which could also result in increased retention rates.

Thank you for your continued support of LASAN. If you have any questions or would like to discuss any of these items further, please feel free to contact me or Nicole Bernson, Assistant Director, at (213) 485-2210.

BR/NB:am

c: Members of the City Council
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