



REPORT  
FROM

THE PERSONNEL  
DEPARTMENT

TO: Personnel, Audits, and Animal Welfare Committee	DATE April 11, 2023
REFERENCE: Mayor's 2017-18 Adopted Budget Recommendation	COUNCIL FILE CF 17-0600-S45
SUBJECT: <b>PERSONNEL DEPARTMENT'S REPORT BACK REGARDING IMPLEMENTATION, BENCHMARKS AND HIRING GOALS FOR THE TARGETED LOCAL HIRING AND STRATEGIC WORKFORCE DEVELOPMENT TASK FORCE</b>	

**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, Audits and Animal Welfare (PAAW) Committee with specific implementation, benchmarks and hiring goals for the Targeted Local Hiring and Strategic Workforce Development Task Force. During the August 2, 2017, PAAW 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.

As part of the Fiscal Year 2021-22 Adopted Budget, the Mayor and Council established a goal of hiring 750 employees through the TLH and **Bridge to Jobs (BRIDGE)** programs (C.F. 21-0600-S35). During the October 6, 2021, PAAW Committee meeting, the Personnel Department offered to expand this report by including a comparison of the employees hired through other civil service processes to the number hired through the BRIDGE program's alternative pathway to civil service in the semi-skilled classifications used by the BRIDGE program in order to track the progress towards the goal of hiring 750 employees through the TLH and BRIDGE programs.

**DISCUSSION:**

The updated appointment information during March 1<sup>st</sup> – March 31<sup>st</sup> 2023 indicates that **87% of citywide hires into the classifications used by TLH were hired through TLH.**

TLH Hires compared to other Civil Services Hires (March 1, 2023 - March 31, 2023)					
CLASSES USED BY TLH		TLH Hires	Civil Service Hires	Total Hires	% Hired by TLH
1	ADMINISTRATIVE CLERK	10	0	10	100%
2	ANIMAL LICENSE CANVASSER	0	0	0	0%
3	ANIMAL CARE TECHNICIAN	0	0	0	0%
4	CUSTODIAN	5	0	5	100%
5	DELIVERY DRIVER	0	0	0	0%
6	GARAGE ATTENDANT	0	4	4	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	0	0	0%
<b>TOTAL</b>		<b>26</b>	<b>4</b>	<b>30</b>	<b>87%</b>

The updated appointment information during March 1<sup>st</sup> – March 31<sup>st</sup> 2023 indicates that **79% of citywide hires into the classifications used by BRIDGE were hired through BRIDGE.**

BRIDGE Hires compared to other Civil Services Hires					
(March 1, 2023 – March 31, 2023)					
CLASSES USED BY BRIDGE		BRIDGE Hires	Civil Service Hires	Total Hires	% Hired by BRIDGE
1	ACCOUNTING CLERK	1	0	1	100%
2	COMMUNICATIONS INFORMATION REPRESENTATIVE	7	2	9	78%
3	ELECTRICAL CRAFT HELPER	1	1	2	50%
4	FIELD ENGINEERING AIDE	1	0	1	100%
5	INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	1	0	1	100%
<b>TOTAL</b>		<b>11</b>	<b>3</b>	<b>14</b>	<b>79%</b>

- 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** – BRIDGE Hires vs. Other Civil Service Hires by department
- Attachment D** – BRIDGE Hires vs. Other Civil Service Hires by department and classification.

  
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 Dana H. Brown  
 General Manager

**Attachment A**

**Civil Services Hires compared to TLH Hires in March 2023 of FY 22-23  
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	0	0	0%
3	ANIMAL SERVICES	0	0	0	0%
4	BUILDING & SAFETY	3	0	3	100%
5	CANNABIS	0	0	0	0%
6	CAO	0	0	0	0%
7	CIVIL AND HUMAN RIGHTS EQUITY	0	0	0	0%
8	CLA (COUNCIL)	0	0	0	0%
9	CITY CLERK	0	0	0	0%
10	COMMUNITY INVESTMENT FOR FAMILIES	0	0	0	0%
11	CONTROLLER	0	0	0	0%
12	CONVENTION CENTER	0	0	0	0%
13	CULTURAL AFFAIRS	0	0	0	0%
14	DISABILITY	0	0	0	0%
15	DOT	11	0	11	100%
16	ECONOMIC & WORKFORCE DEV.	0	0	0	0%
17	EL PUEBLO	0	0	0	0%
18	EMERGENCY MANAGEMENT	0	0	0	0%
19	EMPLOYEE RELATIONS BOARD	0	0	0	0%
20	ETHICS COMMISSION	0	0	0	0%
21	FINANCE	0	0	0	0%
22	FIRE CIVILIAN	0	0	0	0%
23	GSD	6	4	10	60%
24	HARBOR	0	0	0	0%
25	HOUSING	1	0	1	100%
26	ITA	0	0	0	0%
27	LACERS	0	0	0	0%
28	LIBRARY	0	0	0	0%
29	NEIGHBORHOOD EMPOWERMENT	2	0	2	100%
30	PENSIONS	0	0	0	0%
31	PERSONNEL	1	0	1	100%
32	PLANNING	0	0	0	0%
33	POLICE CIVILIAN	2	0	2	100%
34	PW BOARD	0	0	0	0%
35	PW CONTRACT ADMIN	0	0	0	0%
36	PW ENGINEERING	0	0	0	0%
37	PW SANITATION	0	0	0	0%
38	PW STREET LIGHTING	0	0	0	0%
39	PW STREET SERVICES	0	0	0	0%
40	RAP	0	0	0	0%
41	YOUTH DEVELOPMENT	0	0	0	0%
42	ZOO	0	0	0	0%
<b>TOTAL</b>		<b>26</b>	<b>4</b>	<b>30</b>	<b>87%</b>



**Attachment C**

**Civil Service Hires compared to BRIDGE Hires March 1, 2023 - March 31, 2023)  
in the classifications used by BRIDGE**

DEPARTMENT		BRIDGE Hires	Other Civil Service Hires	TOTAL	Hired thru BRIDGE
1	AGING	0	0	0	0%
2	AIRPORTS	0	0	0	0%
3	ANIMAL SERVICES	0	0	0	0%
4	BUILDING & SAFETY	1	0	1	100%
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	1	2	3	33%
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	0	1	1	0%
22	HARBOR	0	0	0	0%
23	HOUSING	1	0	1	100%
24	ITA	0	0	0	0%
25	LACERS	0	0	0	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	7	0	7	100%
36	PW STREET LIGHTING	0	0	0	0%
37	PW STREET SERVICES	1	0	1	100%
38	RAP	0	0	0	0%
39	ZOO	0	0	0	0%
<b>TOTAL</b>		<b>11</b>	<b>3</b>	<b>14</b>	<b>79%</b>

Attachment D

BRIDGE Hires compared to Other Civil Service Hires March of FY 22-23 March 1, 2023 - March 31, 2023)  
in the classifications used by BRIDGE

DEPARTMENT		ACCOUNTING CLERK		COMMUNICATION INFORMATION REPRESENTATIVE		ELECTRICAL CRAFT HELPER		FIELD ENGINEERING AIDE		INSPECTOR TRAINEE (ASSISTANT INSPECTOR)	
		# BRIDGE Hires	# Other Civil Service Hires	# BRIDGE HIRES	# Other Civil Service Hires	# BRIDGE HIRES	# Other Civil Service Hires	# BRIDGE HIRES	# Other Civil Service Hires	# BRIDGE HIRES	# Other Civil Service Hires
1	AGING										
2	AIRPORTS										
3	ANIMAL SERVICES										
4	BUILDING & SAFETY									1	
5	CANNABIS										
6	CAO										
7	CLA (COUNCIL)										
8	CITY CLERK										
9	CONTROLLER										
10	CONVENTION CENTER										
11	CULTURAL AFFAIRS										
12	DISABILITY										
13	DONE										
14	DOT				2	1					
15	EWDD										
16	EL PUEBLO										
17	EMERGENCY MANAGEMENT										
18	ERB										
19	ETHICS COMMISSION										
20	FINANCE										
21	FIRE CIVILIAN										
22	GSD						1				
23	HARBOR										
24	HOUSING	1									
25	ITA										
26	LACERS										
27	LIBRARY										
28	PENSIONS										
29	PERSONNEL										
30	PLANNING										
31	POLICE CIVILIAN										
32	PW BOARD										
33	PW CONTRACT ADMIN										
34	PW ENGINEERING										
35	PW SANITATION			7							
36	PW STREET LIGHTING										
37	PW STREET SERVICES							1			
38	RAP										
39	ZOO										
<b>TOTAL</b>		<b>1</b>	<b>0</b>	<b>7</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>