

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the hiring process for Animal Control Officers (ACOs).

Recommendation for Council action:

NOTE and FILE the January 27, 2017 Department of Animal Services (DAS) report relative to the hiring process for ACOs.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On February 1, 2017, your Committee considered a January 27, 2017 DAS report in response to an Adopted Budget Resolution adopted on May 19, 2016 as part of the Mayor's 2016-17 Budget relative to the hiring process for ACOs (the DAS report was received subsequent to the release of the Committee agenda and as such was presented in Committee). According to the DAS, it has been working on recruiting and hiring Animal Control Officers for well over a year. The City allocated a total of 24 new Animal Control Officer positions over two budget cycles. These positions are necessary for adequate field deployment and appropriate response times to critical calls for service.

The exam for Animal Control officer opened in July 2015 as a continuous exam, meaning the exam would be given multiple times until a sufficient number of eligibles were on the list. The first test date was in August 2015 and at that time 51 applicants were invited to take the exam. Only 38 applicants showed up for the exam and of those, only 23 moved on past the physical abilities test. The Personnel Department had another test administration scheduled for October 2015 where another 55 applicants were invited.

It has become clear to the DAS that the examination schedule was insufficient for our needs and a meeting was arranged with the Examining Division of the Personnel Department. During the meeting the DAS explained its concerns and the Examining Division managers were open to assist. In response they scheduled a number of additional test dates inviting well over 330 candidates. At the end of the testing cycle over 100 candidates had passed all elements of the written and physical exams and were eligible for interview.

After certifying the list, interviewing candidates and making selections, those selected moved on to the Backgrounds portion of the process which is where the real challenge was met. In short, the Personnel Department did not have an active contract for field investigations. As such, they were limited to available City staff to complete the field investigations. Likewise, once the field investigation was completed, it was determined that many of the candidates did not meet the threshold for maturity, integrity, or judgment required for this position. Unfortunately as those candidates were non-selected, they remained on the eligibility list preventing the DAS from moving past them and hiring candidates with lower scores.

Overall, the DAS was only able to hire eight ACOs from this effort. Four of them have

completed training and have been deployed at animal shelters. Two of them terminated employment and two remain in the training program. The current Department Personnel Ordinance (Fiscal Year 2017) authorizes 54 ACO I's and 29 ACO II's for a total of 83 ACO's and of those, 26 are vacant. To address those vacancies, there is an active certification for 25 vacancies. The DAS is processing all candidates with a score of 92 and above. 24 conditional job offers have been made. These candidates are scheduled for medical and psychological exams that are scheduled January 30 to February 2, 2017. In addition, there are 18-22 candidates that are still in some phase of the background process. If cleared they will be scheduled for medical and psychological exams.

After consideration and having provided an opportunity for public comment, the Committee moved to note and file the January 27, 2017 DAS report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
RYU:	YES
HARRIS-DAWSON:	ABSENT

ARL
2/1/17

-NOT OFFICIAL UNTIL COUNCIL ACTS-