

MOTION

I MOVE that the matter of PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the City's succession planning, Item No 5 on today's Council agenda (CF 17-1098-S1), BE AMENDED to add the following:

INSTRUCT the Personnel Department, with the assistance of the City Administrative Officer, to report within 60 days on recommendations to:

- 1) Develop a budget and work plan required to implement continuous improvement trainings (e.g. PerformLA) to improve department processes and service delivery.
- 2) Incentivize the utilization of the Knowledge Transfer Course and completion of succession plan training for city employees.
- 3) Outline exit survey methodologies conducted by departments and the development of citywide exit survey templates with existing staff resources and utilization of technology to record processes, policies and procedures.
- 4) Continue advancing the Equitable Workforce and Service Restoration Plan Checklist noted in March 7, 2024 Personnel Department Report and revise the Checklist to reflect instructions within CF 23-1020 utilizing technology and CF 17-1098-S1 to advance the implementation of the City's succession planning for the Future of Work.
- 5) Develop a "Operations Plan" for knowledge transfer and succession planning for each division within departments.
- 6) Establish a working group to implement mentorship and career development programs for participants of city youth employment programs.
- 7) Gather input from city employees on desired professional development opportunities and career advancement opportunities.

PRESENTED BY:



BOB BLUMENFELD
Councilmember, 3rd District

SECONDED BY:



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AUG 30 2024

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