

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to modernizing the recruitment and hiring process for City employees.

Recommendations for Council action:

1. NOTE and FILE the July 31, 2019 Joint City Administrative Officer (CAO)/Chief Legislative Analyst (CLA) and August 13, 2019 Personnel Department reports relative to modernizing the recruitment and hiring process for City employees.
2. INSTRUCT the Personnel Department to report in regard to:
 - a. Findings of the Ad Hoc Plan Design Sub-Committee.
 - b. Re-naming the Personnel Department to Human Resources Department.
 - c. The status of video recruiting City employees.

Fiscal Impact Statement: Neither the CAO nor CLA has completed a financial analysis of this report.

Community Impact Statement: None submitted.

Summary:

On August 29, 2018, your Committee considered a July 25, 2018 City Controller report relative to modernizing the recruitment and hiring process for City employees. According to the Controller, the ability of the City to serve residents, businesses and visitors depends first and foremost on attracting and retaining the very best people to work for our City departments. To do so, it is vital that the City's recruitment and hiring process, along with updating our Civil Service system, be modernized and updated. It takes an average of 7.5 months (and often longer) to hire employees. The Controller then provided an overview of various potential solutions to address various issues identified in its report to include:

- Modernizing practices to attract a new generation of employees while also reducing the gender gap.
- Non-traditional feeder positions should be more fully utilized and more outreach conducted to help the City achieve a more representative workforce.
- Expand where and how the City seeks prospective employees and better utilize the Targeted Local Hire program, fellowships, internships and varied online platforms.
- Evaluate and update salaries, job qualifications and job titles.
- Adopt best and next practices employed by other government entities and the private sector, especially for attracting and retaining a new generation of employees.

After consideration and having provided an opportunity for public comment, the Committee moved to continue the matter pending various report-backs from the CAO, CLA, and Personnel Department in connection with specific recommendations contained in Appendix I of the Controller report (a full summary of the Committee requests are contained in an August 29, 2018 transmittal, attached to the Council file).

Subsequently, on June 5, 2019 and August 21, 2019, your Committee reconsidered this matter. For August 21, 2019, the Committee considered July 31, 2019 Joint CAO/CLA and August 13, 2019 Personnel Department reports in response to the Committee's requests. According to the CAO/CLA, the Controller has made 19 recommendations related to modernizing City recruitment and hiring. Recommendation 19 states that policymakers should provide appropriate resources and support to help the Personnel Department evolve from primarily a recruitment and regulatory body to a human resources function that focuses on employee engagement and development. The recommendation further stated that these changes should also be effectuated by formally changing the Department's name to the City's "Human Resources Department."

The Personnel Department is identified in the Los Angeles City Charter. Amendments to the Charter, such as changing a department name, can be accomplished by a Charter reform initiative which includes a vote of the public. Departments may also utilize a different organization name "designated" through ordinance. A precedent exists for changing a department name through an ordinance. The CAO is identified as the "Office of Administrative and Research Services" (OARS) in the Charter that was adopted in 2000. In 2001, the City Council changed the title of OARS to the CAO through the adoption of Ordinance No. 174089. A similar ordinance could be used to change the title of the Personnel Department to the "Human Resources Department" without amending its name in the Charter. After consideration and having provided an opportunity for public comment, the Committee moved to note and file the two reports. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



MEMBER VOTE

KORETZ: YES

SMITH: ABSENT

PRICE: YES

ARL

8/21/19

-NOT OFFICIAL UNTIL COUNCIL ACTS-