



REPORT  
FROM

THE PERSONNEL  
DEPARTMENT

TO: The Honorable Mayor Eric Garcetti The Honorable Members of the City Council	DATE October 25, 2019
REFERENCE: Budget Recommendations / Personnel Department / Targeted Local Hire Program	COUNCIL FILE 19-0600-S62
SUBJECT: <b>PERSONNEL DEPARTMENT'S REPORT BACK ON EXPANDING THE LIST OF TARGETED LOCAL HIRE PROGRAM CLASSIFICATIONS</b>	

## RECOMMENDATION

That the Personnel and Animal Welfare Committee receive and file this report.

## BACKGROUND

On May 18, 2019, as part of the Fiscal Year 2019-2020 budget hearings and deliberations, Council instructed the Personnel Department to provide a report back to the Personnel and Animal Welfare (PAW) Committee on opportunities to expand the list of Targeted Local Hire program classifications.

## DISCUSSION

### EXPANDING THE LIST OF TARGETED LOCAL HIRE PROGRAM CLASSIFICATIONS

The Personnel Department added the following classifications to the program in September 2019:

1. Warehouse and Toolroom Worker (1832)
2. Street Services Worker (4150)
3. Delivery Driver (1121)
4. Animal License Canvasser (4330)

Program documents and the TLH website were revised for the launch of these four new classes. CAO set salaries. Current TLH candidates were provided a 2-week opportunity to opt-in and 1,127 candidates responded. Departments reported their current vacancies and anticipated vacancies in the next two years. There are currently 44 vacancies and 47 anticipated vacancies in the next two years in these four classifications (**Attachment 1**).

## CONCLUSION

The Personnel Department is committed to continuing to examine other classifications in order to determine whether or not their requirements and qualifications match the parameters of the Targeted Local Hire program. As stated in CF 18-0600-S53, individuals in the program's nine (9) targeted categories face a number of different barriers not only to employment, but also to educational opportunities and overall stability. Therefore, any classifications added to the program must recognize these barriers and be suitable for the most disadvantaged of our applicant pool. Job classifications with the potential to be added to the program must not require any education or skills prior to hire in the program. Additionally, program classifications must allow for one (1) year in the program, including six (6) months as a trainee and six (6) months in a probationary class as an assistant, as designed by the Targeted Local Hire Program Working Group, before they transition to the designated classification. The model used by the TLH Program is intended for entry level City jobs that require minimal or no previous work experience or education.

  
WENDY G. MACY  
General Manager

**Attachment 1 - Current Vacancies and Anticipated Vacancies (over the next two years)**

<b>Animal License Canvasser</b>	<b>Current Vacancies</b>	<b>Anticipated Vacancies</b>
Animal Services	8	0

<b>Delivery Driver (1121)</b>	<b>Current Vacancies</b>	<b>Anticipated Vacancies</b>
Airports	0	2
Fire	0	0
GSD	3	5
Harbor	0	1
Library	1	0
PW Sanitation	1	1
<b>Total</b>	<b>5</b>	<b>9</b>

<b>Street Services Worker (4150)</b>	<b>Current Vacancies</b>	<b>Anticipated Vacancies</b>
Airports	0	2
Harbor	0	1
PW Street Services	19	2
Recreation & Parks	0	0
<b>Total</b>	<b>19</b>	<b>5</b>

<b>Warehouse &amp; Toolroom Worker (1832)</b>	<b>Current Vacancies</b>	<b>Anticipated Vacancies</b>
Airports	1	5
Building & Safety	2	1
City Clerk	0	1
Controller	0	0
DOT	0	0
Fire	2	1
GSD	4	21
Harbor	0	1
Housing and Community Investment	0	
Library	0	1
Police	1	0
PW Board (inside LA)	0	1
PW Street Lighting	0	
PW Street Services	2	1
<b>Total</b>	<b>12</b>	<b>33</b>

<b>Grand Total</b>	<b>44</b>	<b>47</b>
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