

**MEETING OF THE
TARGETED LOCAL HIRE WORKING GROUP**

AGENDA

Wednesday, September 14, 2016

1:00 p.m.

**Personnel Department Medical Services
520 E Temple St. Training Rooms A and B
Los Angeles, CA 90012**

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, with notice of 72 hours, will provide reasonable accommodation (assistive listening devices, sign language interpretation, and translation services) to ensure equal access to its programs, services and activities.

INTRODUCTION

- (1) Call to Order** - Roll call to establish a quorum.
- (2) Public Comments**

ADMINISTRATIVE ITEMS

- (3) Minutes** – Recommendation to approve the minutes of the August 31, 2016 meeting of the Targeted Local Hire Working Group.
- (4) Applicable Provisions of the Ralph M. Brown Act** – Brief reminders will be provided regarding the provisions of the Ralph M. Brown Act that are applicable to the Working Group.
- (5) Staff Reports** – Recommendations to receive, approve, and file one (1) report from staff regarding (16-03) the Referral Procedures for the Targeted Local Hire Program.
- (6) Report Back from Staff Regarding Part-Time Employees and Succession Plans** – Staff will provide an update on: (1) the number of part-time employees and (2) the status of Departments that have submitted their strategies to incorporate the Targeted Local Hire Program into their Succession Plans.
- (7) Report Back from the Office of the City Administrative Officer (CAO)** – The Office of the CAO will report back on the number of City vacancies.
- (8) Recommendation to Create a New Subcommittee** – A recommendation will be presented for the creation of a new training subcommittee for the Targeted Local Hire Program.
- (9) Update on the WorkSource Centers Standardization Meetings** – Staff will provide a brief update on the meetings held with WorkSource Centers to standardize the intake process for the Targeted Local Hire Program.
- (10) Report back from the Outreach Subcommittee** – The Outreach Subcommittee will present an update regarding its efforts to identify potential local agencies that may serve as partners in the Targeted Local Hire Program.

CONCLUDING ITEMS

- (11) Request for Future Agenda Items**
- (12) Future Meeting Dates**
- (13) Adjournment**