

PROPOSED MINUTES

Tuesday, September 17, 2019
1:30 p.m.

Personnel Department
520 E. Temple Street
Training & Testing Center (Training Rooms)
Los Angeles, CA 90012

TARGETED LOCAL HIRE WORKING GROUP MEMBERS

Present

Matias Farfan (A)
Office of the Chief Legislative Analyst

Carmen Hayes-Walker
American Federation of State, County,
and Municipal Employees

Breana Weaver
Office of Councilmember Harris-Dawson
Council District 8

Robert M. Sainz (A)
Economic and Workforce Development Department

Lisa Salazar
Office of the Mayor

Gavin Koon
International Union of Operating Engineers
Local 501

Matthew Hale (A)
Office of Councilmember Krekorian
Council District 8

Teresa Sanchez
American Federation of State, County,
and Municipal Employees

Melissa Velasco (A)
Office of the City Administrative Officer

Molly Rhodes
Service Employees International Union
Local 721

Wendy G. Macy
Personnel Department

David Sanders
Service Employees International Union
Local 721

Not Present

Edward R. Johnson
Office of Councilmember Wesson
Council District 10

Rudy Guevara
Service Employees International Union
Local 721

Chris Hannan
Los Angeles/Orange Counties Building
and Construction Trades Council AFL-CIO

Please Note: The minutes are a summary of the proceedings. The minutes are not verbatim statements by the speakers.

INTRODUCTION

(1) Call to Order

Mr. Vincent Cordero, Personnel Department, called the meeting to order at 1:30 p.m. and established that a quorum was present.

(2) Public Comments

No public comments were made.

ADMINISTRATIVE ITEMS

(3) Minutes

A motion was made by Ms. Carmen Hayes-Walker, seconded by Mr. Gavin Koon, to adopt the minutes of the June 18, 2019 meeting of the Targeted Local Hire Working Group (“Working Group”); the motion was unanimously adopted. *Mr. Robert Sainz, Mr. Matias Farfan, and Ms. Breana Weaver were not present during this motion.*

(4) Nomination of Chairperson

Mr. Cordero stated that there was one nomination, Mr. David Sanders, for the position of Chairperson. Mr. Cordero clarified that the position of Chairperson cannot be held by a voting member as indicated in the Governance Rules. He further stated that if the Working Group wanted to move forward with nominating Mr. Sanders as Chairperson, the Governance Rules would need to be reviewed by the Governance Subcommittee.

Mr. Koon stated that while he supported the nomination of Mr. Sanders, he would also request additional discussion to allow the Working Group to be co-chaired by labor and management, much like the Joint Labor Management Benefits Committee (JLMBC).

A motion was made by Mr. Koon, seconded by Ms. Hayes-Walker, to reconvene the Governance Subcommittee to review the language in the Governance Rules related to voting members holding the position of Chairperson and/or allowing the Working Group to be co-chaired by labor and management; the motion was unanimously adopted. *Mr. Farfan and Mr. Sainz were not present during this motion.*

(5) General Update

Mr. Cordero stated that as of July 31, 2019, there were a total of 5,467 individuals active in the Targeted Local Hire Program (“TLH Program”) applicant pool, in which 90% identified with one or more of the targeted categories in Tier 1 (4,927). The three largest categories under Tier 1 with the current active applicant pool are residents living in local ZIP codes with high unemployment and incomes below the median poverty rate, older workers, and homeless/formerly homeless individuals. Mr. Cordero reminded the Working Group members that these were self-identified categories. A total of 632 individuals have been hired, with the top five user departments being Airports (116), Recreation and Parks (65), Police (58), Street Services (54), and Sanitation (42). The largest utilized class currently is Office Trainee. There are 322 individuals who have completed the program and have received full civil service status with 241 individuals currently in the On the Job Training or Assistant (Probation) phase. Additionally, 10 individuals promoted out, 31 individuals were terminated, and 19 individuals resigned before completing the program.

Ms. Hayes-Walker asked if individuals who were terminated or resigned were given an exit interview by their respective department and if this information could be provided by the department. Mr. Cordero stated he did not have information related to the exit interviews, but could provide a breakdown of resignations and terminations by department at the next meeting.

Ms. Wendy Macy, Personnel Department, asked about the level of attrition for hires made through the TLH Program versus the traditional civil service process. Mr. Cordero stated that previous analysis indicated hires made through TLH Program had a better attrition rate than hires through the traditional civil service process and stated staff was working on updating this information.

(6) New TLH Program Classifications

Ms. Maria Koo, Personnel Department, stated that four new classifications were launched on September 10, 2019. TLH Program candidates were contacted and given two weeks to opt-in to the new classes. As of 1:00 p.m. on September 17, 2019, 982 candidates had opted-in to at least one of the new classes. A memo from the General Manager of the Personnel Department was sent out to all City departments notifying them that requests for candidate lists could be submitted beginning September 25, 2019. Announcements of the launch of the new classes with updated materials were sent to all personnel officers.

Ms. Teresa Sanchez asked how many vacancies were available in the new classifications for the fiscal year. Mr. Cordero stated that he did not have this information currently available, but staff could reach out to the departments to gather information.

(7) Pilot Process for Addition of Security Officer

Ms. Cinthia Fletes, Personnel Department, stated that staff spoke with Airports and the Police Department regarding the financial history evaluation that takes place during the selection process for Security Officer. Both departments confirmed that Security Officer candidates are evaluated on a case-by-case basis with multiple factors taken into account (such as student debt, divorce, and death in the family, etc.). Additionally, it was confirmed that background investigators or other staff in the department will work with candidates to lessen the impact of the individual's financial history, such as setting up a payment plan to work with creditors. Ms. Fletes recommended that the Working Group approve a twelve-month pilot program for the classification of Security Officer to be available through the TLH Program, as indicated in Staff Report 19-02.

Mr. Sanders, stated that as the labor representative for the affected classification, he was opposed to the implementation of the pilot program, as there was an existing Security Aide classification that could be utilized instead.

Mr. Cordero stated that the pilot program for the addition of Security Officer would not move forward.

(8) Consolidation of City Vocational Worker Hiring Programs

Ms. Esther Chang, Personnel Department, stated that the CAO Employee Relations office was aware of the recommendation for consolidation of Vocational Worker hiring under the TLH Program, and was in the process of contacting departments that have separate hiring programs for Vocational Workers. Ms. Chang stated that CAO Employee Relations had indicated the Harbor Department was on board with hiring Vocational Workers with the TLH Program, while other departments required additional follow-up due to issues such as possible grandfathering of current non-TLH Vocational Workers.

Ms. Sanchez requested that a labor representative be included in the discussions that CAO Employee Relations were having with these specific departments.

(9) Referral of TLH Program Applicants to Outside Contractors

Ms. Fletes stated that during the meeting of the Personnel and Animal Welfare Committee on August 21, 2019, Committee members requested the Working Group consider directly referring TLH Program applicants to outside contractors for employment opportunities. The Personnel Department was instructed to work with the City Attorney explore the feasibility of creating an ordinance that would require contractors and their subcontractors to hire from the TLH Program. Ms. Fletes stated that staff recommended the continued use of sharing outside employment opportunities with candidates and allow candidates to decide whether they wish to pursue those opportunities outside of the TLH Program.

Mr. Sainz, EWDD, stated that there should be parameters for contractors wishing to hire TLH candidates, such as providing employment opportunities with full-time hours and a living wage with benefits.

Mr. Koon expressed concerns about directly referring TLH Program candidates to outside employment due to not having well defined prerequisites for applicants.

Ms. Esther Chang stated that the TLH Program already screened opportunities shared with the applicant pool by relaying only those opportunities shared by the TLH Program's partner Application Sites and Referral Agencies or other vetted stakeholders.

CONCLUDING ITEMS

(10) Request for Future Agenda Items

Ms. Sanchez requested discussion regarding TLH Program hires who are terminated or choose to resign. She stated she had received a few anecdotal stories regarding hires who were not provided appropriate training or supervision, and was curious of what specifically the departments were providing in terms of training curriculum or supervisory protocols. Mr. Cordero stated this issue could be explored further via subcommittee and asked if any Working Group members were willing to participate. He noted Mr. Sainz of EWDD, Ms. Rhodes of SEIU, Ms. Lisa Salazar of the Mayor's Office, and Ms. Weaver of Council District 8 requested to be included in the subcommittee discussion.

Ms. Salazar requested discussion to explore what could be done to help candidates better understand the selection process at the departmental level and how to create a better feedback mechanism for candidates who are not successful at this stage. She also requested that follow-up informational or training sessions be held with the TLH Program's referral agencies, similar to the initial round of meetings held after the TLH Program first launched. Mr. Cordero stated on-going quarterly meetings are scheduled with the TLH Program's Application Sites, and that additional plans for site visits were upcoming. He stated that additional meetings could also be held with the Referral Agencies. Mr. Sainz stated TLH Program staff would also be welcomed by EWDD at their WorkSource Center Director meetings.

Mr. Sanders requested discussion to identify a solution to the issue of long-term exempt City employees not being able to obtain a full-time and/or civil service position. He suggested creating language to provide a one-time exemption for these individuals to be hired through the TLH Program as he did not want to overlook these employees. He added many of these employees also identified in the TLH Program's targeted categories.

Mr. Cordero stated the Working Group had previously discussed this issue on at least two separate occasions, with the most recent occurrence culminating with a subcommittee

determination that it was not appropriate to utilize the TLH Program as the mechanism to transition these exempt employees.

Ms. Weaver stated her understanding of previous discussions on this matter was that the TLH Program was not meant to convert the status of long-term exempt City employees. She stated that to create exception language would mean that existing non-City applicants in the TLH Program pool would have reduced opportunity to be hired into already limited positions, and would further uphold the misconception that City jobs were not objectively afforded. She stated that should additional discussion take place, she would request that the number of long-term exempt employees considered in this category be first identified to appropriately frame the issue.

Ms. Kathy Peters, a representative from AFSCME, stated that while the TLH Program does have its successes, the issue of long-term exempt City employees not being able to be hired continues to be a problem, particularly to employee morale as many TLH candidates have been hired into positions ahead of the long-time exempt City employees.

Ms. Melissa Velasco noted that initially many departments had been reluctant to hire with the TLH Program precisely due to this issue; the departments had been reluctant to hire TLH candidates when they still had a number of exempt employees they were trying to hire into full-time positions. She stated that prior to the TLH Program, departments would utilize the eligible list to appoint their exempt employees, after spending time training and mentoring these employees to successfully take the civil service exam. She stated the issue had now shifted, as departments were being encouraged to hire from the TLH Program and discouraged from hiring from civil service lists, from where they had previously hired exempt employees.

Mr. Cordero stated this issue should be discussed again in subcommittee. He noted Ms. Sanchez, Ms. Hayes-Walker, Ms. Rhodes, Ms. Weaver, Ms. Salazar, Ms. Velasco, and Mr. Farfan requested to be included in the subcommittee discussions.

Mr. Sainz also requested discussion to possibly add the Department of Disability as a member of the Working Group, as requested by Mr. Jaime Pacheco-Orozco from Disability.

Mr. Koon requested more information on vacancy and hiring breakdowns by department.

(11) Future Meeting Dates

Mr. Cordero stated the next meeting of the Working Group should be scheduled after all requested subcommittee discussions had taken place, and as such would expect the meeting to tentatively be scheduled for December.

(12) Adjournment

A motion was made by Ms. Salazar, seconded by Ms. Sanchez, to adjourn the meeting; the motion was unanimously adopted. The meeting adjourned at 2:15 p.m.