

PROPOSED MINUTES

Thursday, March 11, 2021
1:00 p.m.

Personnel Department
Virtual Zoom Meeting
Meeting ID: 874 5929 4898

TARGETED LOCAL HIRE WORKING GROUP MEMBERS

Present

Matias Farfan

Office of the Chief Legislative Analyst

Carmen Hayes-Walker

American Federation of State, County,
and Municipal Employees

Morgan Sutton

Office of the Councilmember Krekorian
Council District 2

Lori Condinus

American Federation of State, County,
and Municipal Employees

Chris Hannan

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

Gerardo Ruvalcaba

Economic and Workforce Development Department

Alma Guerrero

Office of the Mayor

Gavin Koon

International Union of Operating Engineers
Local 501

Maurice Johnson

Office of Councilmember Harris-Dawson
Council District 8

Teresa Sanchez

Service Employees International Union
Local 721

Dana Brown

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

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. David Sanders, Service Employees International Union, Local 721, called the meeting to order at 1:02 p.m. and established that a quorum was present.

(2) Public Comments

Mr. Michael Permsrirot, LA Conservation Core, shared his background in working on creating pathways to green jobs leading to self-sufficiency for young individuals. Mr. Permsrirot shared that the Innovative Water Infrastructure Workforce Development Program is offering a 200k-\$500k grant program over 3 years to train vulnerable populations to rise to high paying jobs in water utilities and wastewater management. Mr. Permsrirot stated he is looking for an opportunity to work with Local 721, LA Sanitation, and LA Local Hire to create a pipeline to jobs and help enhance current efforts. Mr. Permsrirot stated he wanted to ask permission to write the grant on a speculative basis.

Mr. Koon clarified that the current applicant pool, process, and department selection cannot be interfered with. Mr. Permsrirot requested clarification on if the pool was for hire or training. Ms. Cinthia Fletes, Personnel Department, clarified the TLH pool is for candidates waiting to be randomly selected for hire. Mr. Permsrirot stated that their program would be working on recruitment for training and they would prepare them to enter the pool to be considered for hiring. Mr. Koon suggested Mr. Permsrirot and Ms. Fletes work together to talk further. Ms. Teresa Sanchez, Service Employees International Union, Local 721, raised a point of order concern and suggested the discussion be postponed due to item being discussed that is not on the agenda. She understands interest in collaborating with LA Conservation Core and suggested setting up a small committee that can meet with LA Conservation Core and Personnel Department staff to clarify what is possible to do in collaboration and not be in conflict with the established model. She also suggested knowing they have a working relationship with various Public Works Bureaus and maybe collaborating with them to receive the grant money so it doesn't conflict with TLH.

Mr. Sanders agreed with Ms. Sanchez and stated that this would be further discussed by the Working Group under "Request for Future Agenda Items."

ADMINISTRATIVE ITEMS

(3) Minutes

A motion was made by Ms. Carmen Hayes-Walker, seconded by Mr. Koon, to adopt the minutes of the October 30, 2020 meeting of the Targeted Local Hire Working Group ("Working Group"); the motion was unanimously adopted by those present.

(4) Nomination and Election of Co-Chairs

Ms. Fletes stated per the TLH Rules of Governance that there shall be two (2) co-chairs, one (1) representing City Management and one (1) representing the Coalition of LA City Unions. Ms. Fletes asked for nominations from the Working Group.

A motion was made by Mr. Koon to nominate Mr. David Sanders of Service Employees International Union Local 721 as the co-chair representing the Coalition of LA City Unions,

seconded by Ms. Carmen Hayes-Walker; the motion was unanimously adopted by those present.

A motion was made by Ms. Alma Guerrero, Office of the Mayor, to nominate Ms. Wendy Macy of the Personnel Department as the co-chair representing City Management, seconded by Mr. Matias Farfan; the motion was unanimously adopted by those present.

(5) Voting Members of the Working Group

Ms. Maria Koo, Personnel Department, stated that there was a recommendation to add a representative from the Office of Council President Nury Martinez as a voting member of the Targeted Local Hire Working Group to fill the current vacancy among representatives from Council Offices, due to Council District (CD)10's departure. Ms. Koo asked if there was a representative from the office of Council President Nury Martinez, Council District 6, present. Ms. Joanna Reyes responded that she worked with Council President Nury Martinez, CD 6. Ms. Koo asked if someone from the Working Group could make a motion to nominate Ms. Reyes to represent Council President Martinez's office in the Working Group. Mr. Farfan made a motion to nominate Ms. Reyes, but Mr. Sanders requested further discussion on the motion.

Ms. Sanchez asked if due to the recent change in office holder for CD 10, whether the bylaws, rules, and governance documents would need to be updated to reflect this or if the Working Group members are able to nominate council staff representatives.

Ms. Fletes responded that the Rules of Governance would have to be updated to reflect the new council office. Ms. Fletes offered background behind the nomination, sharing that CD 10 mentioned to former Co-chair, Ms. Weaver that they would no longer be participating in the Working Group. In addition, Council President Martinez's office, CD 6 expressed interest in the Working Group.

Mr. Koon stated that if CD 10 is no longer involved, there should first be a motion to remove CD 10 out of the governing document body and replace the position second. He shared concern with having an imbalance due to adding more Council offices, and offered the suggestion of adding an extra seat. Mr. Koon suggested making a motion of swapping CD 10 with CD 6 and then update the document. Mr. Sanders shared that CD 9 also expressed an interest, so swapping CD 10 with CD 6 would not provide CD 9 a fair opportunity.

Ms. Sanchez stated she has no objection to council members having staff represent them, but agrees with Mr. Koon in wanting to make sure things stay balanced. She asked if the individual from CD 10 who declined the seat was the outgoing or new office holder. Ms. Fletes replied it was a representative from the outgoing Councilmember's Office, Mr. Wesson, who declined. Ms. Sanchez asked if someone had spoken to the new CD 10 office holder. Ms. Fletes responded no.

Mr. Sanders requested discussion on how to provide CD 9 a fair opportunity to join without adding an additional slot.

Ms. Reyes requested clarification on why CD 10 was originally added. If it was due to Council Presidency, she offered the option of a smooth transition to their office as they took Presidency after Councilmember Wesson.

Ms. Sanchez shared she believed the Council Offices that were designated as part of the Working Group had to do more with Office and Office holders championing the program, and less to do with if they were Presidents or Chairs of a committee. Ms. Sanchez offered to revisit this question at a later time. Mr. Farfan shared he believes the Letter of Agreement had language phrasing it as due to relevant council committees, but was unsure about the rationale.

Mr. Sanders repeated his request for discussion on how the Working Group should move forward with the motion, while including CD 9 who has equal interest. Mr. Koon suggested adding another labor slot to match the additional council as he wants to make sure the balance amongst Labor and City management remains the same. Ms. Fletes suggested reconvening the Governance Subcommittee since movement will require editing of the Rules of Governance. Ms. Macy stated the Working Group would need to ensure its members do not result in a quorum of an existing committee, which also requires going to Governance Subcommittee.

Mr. Koon made a motion for Item #5 to receive review by the Governance Subcommittee, seconded by Ms. Hayes-Walker; the motion was unanimously adopted by those present.

(6) General Update

Ms. Fletes, Personnel Department, shared that as of January 31, 2021, there were 4,177 individuals active in the Targeted Local Hire Program (TLH Program) applicant pool, in which 89% identified with Tier 1, and 11% identified with Tier 2. The three largest categories in Tier 1 continue to be ZIP codes, older workers, and homeless/formerly homeless individuals. The end of January saw 1,034 hires and pending offers with 20 active referral requests. The most widely used class is Office Trainee with 592 hires, followed by Vocational Worker (Custodian) at 140 hires, and Vocational Worker (Gardener) with 115 hires. The top five user departments are Airports at 149, Recreation and Parks at 122, and Public Works Sanitation at 94. There are 689 individuals who have completed the program, 118 currently in the probation period, and 71 are in the on-the-job training phase. Finally, 15 individuals promoted out, 57 were terminated, and 42 resigned.

Ms. Hayes-Walker asked if the 57 terminations were due to the pandemic. Ms. Fletes answered that the 57 terminations are since launch of program in 2017. Ms. Sanchez asked what the retention rate is as compared to the traditional civil service process in these classes. Ms. Fletes stated a separate report can be prepared to provide that information. Mr. Koon agreed with the importance of this report, as he would like to see if the efforts made last year towards managing retention was successful.

Ms. Lisa Parcerro, Personnel Department, shared that in 2020 from January 1st to December 31st, a total of 1,568 active applications were received with 84% self-identifying as Tier 1 and 16% as Tier 2. The top 3 largest applicant categories were zip codes, older workers, and homeless/formerly homeless individuals. There were 119 hires and pending offers made and 54 active referral requests. The largest utilized classification was Office Trainee with 90 hires, followed by Vocational Worker (Gardener) with 36 hires and Vocational Worker (Custodian) with

22 hires. The top user departments during 2020 were Airports with 19 hires, Public Works Sanitation with 19 hires, Public Works Street Services with 21 hires, and Recreation and Parks with 28 hires.

Ms. Hayes-Walker asked how many were terminated in 2020. Ms. Fletes responded that information was not available in the current report, but that it can be prepared and sent to Ms. Hayes-Walker directly or included in next report. Mr. Koon shared he would like to know the termination numbers for prior years as well and see the progression.

Ms. Hayes-Walker asked how the pandemic affected program applications and if there were any problems. Ms. Fletes shared that applications for the TLH program were not impacted during the pandemic due to an online-accessible orientation video developed by staff. The online orientation ensured applicants would not be required to attend in-person or affected by WorkSource Center closures.

Mr. Sanders asked if 689 out of 992 were full time civil service employees. Ms. Fletes explained 689 completed the program and are full-time civil service employees.

(7) Update from the Office of the City Administrative Officer

Ms. Dana Brown, CAO, shared that City Council adopted amendments to all civilian MOUs, with those amendments including provisions related to furloughs and layoffs stating there will be no furloughs or layoffs in the current fiscal year of 2020-2021. The provisions also include that if in future fiscal years furloughs are considered, there will be meet and confer with Labor beforehand.

Mr. Koon requested discussion regarding the Federal relief aid recently provided to LA County, which the City will also receive. He mentioned that according to an LA Times article, the Mayor shared that this will help restore reduced services of City offices, help restore jobs, etc. Mr. Koon wants to make sure TLH is not forgotten. Ms. Brown explained that as we move closer to the mid-year Financial Status Report (FSR), she expects the hiring issue to be addressed, perhaps allowing for the managed hiring process to resume and incorporate TLH into that process as it had previously. Ms. Brown suggests waiting until mid FSR to see how Council moves forward.

CONCLUDING ITEMS

(8) Request for Future Agenda Items

Mr. Sanders requested that the Governance Subcommittee be reconvened and report back to the TLH Working Group.

Mr. Koon requested revisiting a re-push with the departments to remind them of the TLH classes and that they are available and suggested possibly a communication piece be developed.

Ms. Sanchez requested a thorough review and presentation of the monthly statistical reports at the next meeting. Mr. Sanders agreed.

(9) Future Meeting Dates

Mr. Koon asked to review Governance Subcommittee members. Ms. Fletes shared that as of September 2020 the members are: Teresa Sanchez, Molly Rhodes, David Sanders, Melissa Velasco, Gavin Koon, Breanna Weaver, and Lisa Salazar. Due to vacancy from Ms. Weaver, Mr. Maurice Johnson from CD 8 will take her place. Mr. Koon suggested meeting date of March 25, 2021 at 1pm for the Governance Subcommittee.

Ms. Fletes suggested the next Working Group meeting be scheduled after all requested subcommittee discussions have concluded and suggested the end of April. Mr. Sanders agreed. The next meeting was tentatively scheduled for April 22, 2021 at 1:00 p.m.

(10) Adjournment

The meeting was motioned to adjourn by Mr. Sanders, seconded by Mr. Koon, and unanimously adopted by those present. The meeting adjourned at 1:52pm.