

PROPOSED MINUTES

**Monday, September 12, 2022
3:00 p.m.**

**Personnel Department
Virtual Zoom Meeting
Meeting ID: 883 4956 9157**

TARGETED LOCAL HIRE WORKING GROUP MEMBERS

Present

Dana Brown
Personnel Department

Alma Guerrero
Office of the Mayor

Paul Girard
Office of the City Administrative Officer

Morgan Sutton
Office of the Councilmember Krekorian
Council District 2

Maria Souza-Rountree
Office of the Chief Legislative Analyst

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

Maurice Johnson
Office of Councilmember Harris-Dawson
Council District 8

Jenna Karic
Office of Councilmember Nury Martinez
Council District 6

Lori Condinus
American Federation of State, County,
and Municipal Employees

Teresa Sanchez
Service Employees International Union
Local 721

David Sanders
Service Employees International Union
Local 721

Jose Barba
International Union of Operating Engineers
Local 501

Not Present

Carolyn Hull
Economic and Workforce Development
Department

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

Rudy Guevara
Service Employees International Union
Local 721

Molly Rhodes
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

Ms. Dana Brown, Personnel Department, called the meeting to order at 3:03 p.m. Ms. Cinthia Fletes, Personnel Department, established that a quorum was present.

(2) Public Comments

No public comment.

ADMINISTRATIVE ITEMS

(3) Minutes

Ms. Dana Brown suggested the Minutes of the three Targeted Local Hire Working Group (“Working Group”) meetings be approved separately.

A motion was made by Mr. David Sanders, seconded by Ms. Maria Rountree, to approve the minutes of the January 20, 2022 meeting of the Working Group, the motion was approved by those present.

A motion was made by Mr. David Sanders, seconded by Ms. Maria Rountree, to approve the minutes of the February 17, 2022 meeting of the Working Group; the motion was approved by those present.

A motion was made by Ms. Dana Brown, seconded by Mr. David Sanders, to approve the minutes of the July 13, 2022 meeting of the Working Group; the motion was approved by those present.

(4) General Update

Mr. Vincent Cordero, Personnel Department, shared that as of July 31, 2022, there were 3,380 individuals active in the Targeted Local Hire (“TLH”) Program applicant pool, in which approximately 46% self-identified with one of the targeted categories under Tier 1, 39% of individuals identified with multiple targeted categories under Tier 1, and 16% of individuals self-identified with Tier 2. The three largest categories in Tier 1 continue to be zip codes, older workers, and homeless/formerly homeless individuals. As of July 2022, there have been 1,446 individuals hired through the program. There are currently 71 active referral requests with 152 hires or pending offers. The most widely used class is Office Trainee with 753 hires, followed by

Vocational Worker (Gardener Caretaker) with 225 hires, and Vocational Worker (Custodian) with 186 hires. The top three user departments are Recreation and Parks with 234 hires, followed by Public Works Bureau of Sanitation with 158 hires, and Airports with 152 hires. 883 individuals have completed the TLH Program, with 68 currently serving their probationary period, and 298 currently in the on-the-job training phase. Additionally, 19 individuals have promoted out of the program, 77 have been terminated, and 72 have resigned.

Mr. David Sanders asked for an update on the reports that were requested in the last meeting; a report on the most common reasons for resignation and a breakdown of TLH Hires. Mr. Vincent Cordero stated there is no written report as of yet but that one can be prepared for the next meeting. Mr. Vincent Cordero asked for clarification on whether the reports are for information from the last year or since inception. Ms. Jenna Karic, Council District 6, requested that it be since inception.

Mr. David Sanders asked if youth specific outreach is done by the program as he noticed the youth participation is low. Mr. Vincent Cordero explained the program does recruitment through Community Based Organizations (“CBOs”) and Work Source centers, but that staff is reaching out to Council Districts, Working Group members, and Labor Unions for suggestions of other CBOs that can partner with TLH to increase recruitment and participation from different groups. Mr. David Sanders suggested TLH reach out to the Youth Development Department to increase youth numbers.

Ms. Teresa Sanchez, Service Employees International Union Local 721, suggested some members of the Working Group can assist TLH staff in coming up with ideas on outreach and recruitment efforts, especially focusing on those in high school, community college, etc. Ms. Teresa Sanchez offered that she would be happy to volunteer for outreach efforts or brainstorming ideas.

(5) Part-Time/Exempt City Employees

Ms. Dana Brown asked that ideas be discussed on how departments can retain trained part-time employees, as many departments have expressed difficulties due to their employees not being randomly selected for full-time positions with their department. Mr. David Sanders shared this is a long time conversation and agrees this is something that needs further discussion to explore ideas. Ms. Teresa Sanchez suggested a subcommittee to explore options, as the intention of the program was never to disadvantage part-time/exempt employees. Mr. David Sanders agreed that a subcommittee would be a good idea. Ms. Dana Brown suggested a new subcommittee and

requested a representative from the following organizations: CAO, AFSCME SEIU, Workforce Development, Personnel, and CD 8. Ms. Maria Rountree requested to be included as a representative for CLA. Ms. Dana Brown requested that the Workforce Development Section coordinate the meeting of the Part-Time/Exempt Employees Subcommittee.

(6) Governance Subcommittee

Mr. David Sanders requested to reconvene the Governance Subcommittee, seconded by Mr. Maurice Johnson, CD 8. The motion was approved by all present. Mr. David Sanders requested that a meeting date be chosen and that the group members be confirmed. Ms. Cinthia Fletes confirmed that the group includes: 3 representatives from SEIU, 1 representative from CAO, 1 representative from IUOE Local 501, 1 representative from CD8, 1 representative from the Mayor's Office. Ms. Maria Rountree, CLA, requested to be added. Ms. Dana Brown requested to be added. SEIU offered to remove a representative so as to avoid quorum issues. Ms. Dana Brown suggested September 26, 2022 at 2:30 p.m. for the Governance Subcommittee meeting.

CONCLUDING ITEMS

(7) Request for Future Agenda Items

Ms. Teresa Sanchez requested that if the City is invited to present about the TLH program, she would like the Personnel department to inform labor, council offices, or any other part of the committee to see if there is interest in joining the presentations in the future.

Mr. David Sanders requested a report back on reasons for resignations.

Ms. Jenna Karic requested a report back on TLH hires by council district.

(8) Future Meeting Date

Ms. Brown stated that a future meeting date will be scheduled.

(9) Adjournment

The meeting was adjourned by Ms. Brown at 3:46 p.m.