



TO: Mayor and Councilmembers

SUBMITTED BY: Jennifer Jennings, Human Resources-Risk Manager

PREPARED BY: Blake Markum, Management Analyst

SUBJECT: Status of Current Staffing Vacancies in Compliance with AB 2561 (2024) – Local Public Employees: Vacant Positions

RECOMMENDATION:

Conduct a public hearing regarding the status of current staffing vacancies in compliance with AB 2561 (2024) – Local Public Employees: Vacant Positions.

BACKGROUND:

California State Assembly Bill (AB) 2561 was approved on September 22, 2024, and added §3502.3 to the Government Code. This law imposes three requirements on local agencies: (1) at least once each fiscal year, an agency's governing board must hold a public hearing and receive the agency's report on the status of vacancies and recruitment and retention efforts; (2) during the hearing, the agency must identify any necessary changes to policies, procedures, and recruitment activities that may lead to hiring obstacles; and, (3) the agency must allow the recognized employee organization for a bargaining unit to make a presentation at the hearing.

DISCUSSION:

This report is presented to comply with §3502.3 of the Government Code. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the City must, upon request of the recognized employee organization, include specified information during the public hearing.

The City has two bargaining units – Service Employees International Union (SEIU) Local 620, General and Service Employees International Union (SEIU) Local 620, Miscellaneous. As of March 31, 2025, the SEIU Local 620 (General) bargaining unit had 56 budgeted positions with 11 openings, resulting in a 19% percent vacancy rate. The SEIU Local 620 (Miscellaneous) bargaining unit had 30 budgeted positions with one opening, resulting in a 0.03% percent vacancy rate. Therefore, neither bargaining unit is

currently subject to this requirement. The City is in the process of recruiting for the combined 14 open SEIU General and Miscellaneous positions.

The City must also identify any changes to policies, procedures or recruitment activities that impact the City's efforts to reduce its vacancies. Within Fiscal Year 2025-25, the Human Resources/Risk Management Division (Division) accomplished several initiatives to help bolster recruitment efforts including redesigning the Human Resources website to be a better resource for job seekers and current employees alike, revising and updating Oral Board Guidelines for the City's recruitment process, developing and rolling out a management training program, and establishing an employee Benefits Committee in coordination with the Finance Department to solicit feedback on City offered health benefits and deferred compensation provider and plan.

In Fiscal Year 2025-26, the Division's work plan includes developing a Retired Annuitant Employment Policy in coordination with Finance Department, reviewing and revising the City's Injury and Illness Prevention Policy (IIPP), and reviewing and implementing defined contribution plan options (Plan 457b and 401a) to further diversify investment options for staff and ensure the fiduciary duty is met in coordination with the City Manager's Office and Finance Department. These efforts will continue to support the City's recruitment and retention of employees.

FISCAL IMPACTS:

There is no fiscal impact associated with this item.

ALTERNATIVES:

None.

LEGAL REVIEW BY: Isaac Rosen, City Attorney

APPROVED BY: Robert Nisbet, City Manager