



Councilmember
ROBERTO URANGA
Long Beach, Seventh District

Memorandum
City of Long Beach
*Working Together
to Serve*



Date: February 7, 2017

To: Mayor and Members of the City Council

From: Councilmember Roberto Uranga, Seventh District *RU*
Vice Mayor Rex Richardson, Ninth District *RR*
Councilmember Suzie Price, Third District *SP*

Subject: Workforce Demographics and Hiring

RECOMMENDATION:

Request City Manager and the Executive Director of the Civil Service Department and Human Resources Director to collaborate in gathering data on existing workforce demographics and hiring pools in the City of Long Beach and draft a detailed report open to the public within 120 days.

This report should include, but not be limited to, the following for both Classified and Unclassified employees:

- a) Equal Employment Opportunity (EEO) statistics for each City department of both Classified and Unclassified Employees,
- b) Data should include gender, ethnicity, age, disability, and veteran status, and each grouping should include salary averages and EEO category and job cluster breakdowns (i.e., officials and administrators, professionals, technicians, protective service workers, administrative support, skilled craft workers, and service and maintenance).
- c) Track employment practices, including available labor market demographics and applicant and hiring diversity for both Classified and Unclassified Employees.
- d) Comparisons between the City of Long Beach and other leading cities in Southern California and the United States.

Request City Manager and the Executive Director of the Civil Service Department and Human Resources Director to prepare this report annually and present it to the City Council until replaced by an online dashboard.

Following completion of the initial study, request City Manager to work with the Technology and Innovation department to build an online dashboard (comparable to those on the City of Portland's¹ and the City of Boston's² websites) allowing data on

1 <http://www.portlandoregon.gov/oehr/article/595121>

2 <http://www.cityofboston.gov/diversity/>

employee demographics to be easily visualized through interactive charts and graphs.

Within another 90 days of publicizing the first report, request staff to return to the Council with recommendations for long-term equity goals, proposals for promoting diversity, and a strategic plan to ensure progress towards more inclusive employment practices.

BACKGROUND:

The City of Long Beach is dedicated to creating an equitable, diverse workplace, and has worked diligently to comply with EEO regulations issued by the federal government and the Guidelines on Affirmative Action established by the Equal Employment Opportunity Commission (29 C.F.R. Part 1608).

As part of this effort, it is essential that the City of Long Beach conduct reasonable self-analysis to ensure that government employment practices promote equity in City staff. Such self-analysis requires information about existing workforce demographics, as well as comparisons with the available labor market and other leading cities.

Currently, this information is not publicly available across departments. Given the importance of equity and the City's commitment to Open Data, it is vital to make this information easily accessible by proving data and developing an easily accessible dashboard. We would also further our accessibility by reviewing and updating our data on an annual basis.

FISCAL IMPACT:

This motion will require City staff time to collect data on workforce demographics, produce annual reports, and manage an online application.