



# CITY OF LONG BEACH

LONG BEACH CIVIL SERVICE COMMISSION

333 WEST OCEAN BOULEVARD, 7TH FLOOR • LONG BEACH, CALIFORNIA 90802 • (562) 570-8202 FAX (562) 570-5293

April 5, 2017

Patrick H. West  
City Manager  
City of Long Beach  
333 W. Ocean Blvd  
Long Beach, CA 90802

Dear Mr. West:

This is an exciting time for the City of Long Beach as a community and as an organization. As you know, the City is embarking on a \$150 million, multi-year infrastructure plan, a \$25.7 million fund reserved for capital improvement projects, and a \$30 million multi-year contract with the Long Beach Police Department (LPBD) to patrol the Metro Blue Line. Additionally, Measure A restorations will see the rebuilding of our aging fire stations and safety infrastructure.

The City of Long Beach, in taking the steps necessary to foster and facilitate capital improvement and enhancements to public safety services, engaged in a commendable effort that our community desperately needed. With such a venture comes the compelling need to build the workforce required to accomplish such efforts. Given the high staff vacancy rates in city departments, as seen by the number of personnel requisitions received by the Civil Service Department, the Civil Service Commission has serious concerns regarding the Civil Service Department's ability to meet current and future hiring needs. The challenges to fill vacancies in our three public safety departments are of particular concern.

There is concern because the current staffing of five recruitment analyst positions is inadequate to address these emerging and increasing hiring demands. As such, the Civil Service Commission requests the addition of one full-time Personnel Analyst III position to the current fiscal year Civil Service budget. The addition of this analyst position will give the department greater capacity to focus on current public safety hiring while still serving the current hiring needs of other departments.

In addition to the high vacancy rate, and need to fill Measure A and public safety positions, the looming retirements of many city employees within the next one to two years will exacerbate the hiring demands placed on the Civil Service Department.

Analysis of current classified and unclassified employee demographics, when considering the city's classic retirement formula, show that:

- 31% of sworn classified employees within the Police Department are at or above retirement age. Six out of seven unclassified sworn Police Department employees are at or above retirement age.
- 34% of sworn classified employees within the Fire Department are at or above retirement age. 13 out of 16 unclassified sworn Fire Department employees are at or above retirement age.
- 12 city departments, including Harbor and Water, have 30-45% of classified employees at or above retirement age.
- For unclassified employees in some departments, 20-36% of the employees are at or above retirement age.

Ultimately, these statistics for unclassified positions may have additional impacts on classified recruitments and hiring demands as vacancies may be created when classified employees promote to vacant managerial/unclassified positions.

With the transition of new leadership at Executive Director and the addition of a new management team, in fiscal year 2015 the Civil Service Department received a staffing enhancement of 2.66 FTE which included one Personnel Analyst III position. The additional staffing has helped to foster significant positive changes within the Civil Service Department. Recruitment turnaround times decreased from 9.5 months to between 2.5 and 5 months. Eligible list referral times significantly reduced from weeks and/or months to an average of 72 hours. Finally, the number of career fairs and community events in which the City of Long Beach was represented by the Civil Service Department doubled. The addition of 2.66 FTE in fiscal year 2015 improved the Civil Service Department's ability to provide services to the City, but an additional enhancement is needed today.

In summary, the members of the Civil Service Commission view the improvements within the Civil Service Department as evidence of our intent to be good stewards of financial resources as we continue to streamline the hiring process and recruit top talent, especially for mission-critical jobs. The addition of one Personnel Analyst III position is an imperative measure to address the current and near-future hiring needs of the City of Long Beach.

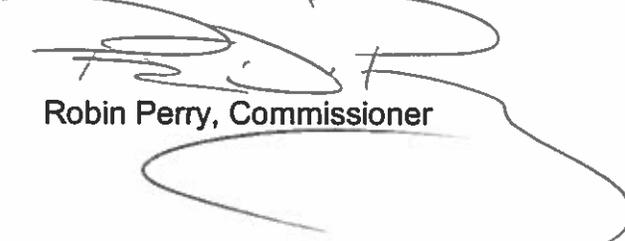
Thank you for your consideration of this request. We are happy to meet with you to further discuss this matter if you wish.

Sincerely,  
LONG BEACH CIVIL SERVICE COMMISSION

  
Rick McGilton-McGlamery, President

  
Phyllis Arias, Vice President

  
Charles Hicks Jr., Commissioner

  
Robin Perry, Commissioner

  
Carolyn M. Smith Watts, Commissioner

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cc: Robert Garcia, Mayor  
Lena Gonzalez, Councilmember, 1<sup>st</sup> District  
Jeannine Pearce, Councilmember, 2<sup>nd</sup> District  
Suzie Price, Councilmember, 3<sup>rd</sup> District  
Daryl Supernaw, Councilmember, 4<sup>th</sup> District  
Stacy Mungo, Councilmember, 5<sup>th</sup> District  
Dee Andrews, Councilmember, 6<sup>th</sup> District  
Roberto Uranga, Councilmember, 7<sup>th</sup> District  
Al Austin, Councilmember, 8<sup>th</sup> District  
Rex Richardson, Vice Mayor, 9<sup>th</sup> District