



# AB 2561 Presentation Status of the City of Santa Rosa Vacancies and Retention Efforts

City Council Meeting  
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# BACKGROUND

- AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies conduct a public hearing to present the status of vacancies, recruitment, and retention efforts during a public hearing before the agency's governing body at least once per fiscal year prior to the adoption of the next fiscal year's budget and identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process. The bill was enacted into law and is codified as Government Code section 3502.3, effective January 1, 2025.

# What is AB2561 ?

- Assembly Bill 2561 requires that, on an annual basis, public agencies assess and address vacancy rates.
  1. Track job vacancies;
  2. Present information on the status of the vacancies and recruitment and retention efforts at least once per fiscal year; and
  3. Identify any policies, procedures, and recruitment activities that may present obstacles in hiring.
- Additional Obligations May Apply if the Vacancy Rate in a Bargaining Unit Exceeds 20%

# Workforce Information

- Total Budgeted/Authorized Positions (FY 24/25): 1289
- Services Rendered to Public by Budgeted/Authorized Workforce:
  - City Manager's Office
  - City Attorney's Office
  - City Clerk
  - Planning and Economic Development
  - Water
  - Transportation Public Works
  - IT
  - Finance
  - Housing and Community Services
  - Human Resources/Risk Management
  - Fire
  - Police
  - Communication & Intergovernmental Relations

# Citywide Vacancy Information

Vacancy Rate: 8.24%. (As of 3/25/2025)

| Unit                               | FTE Vacant | FTE Total Budgeted | % Vacant |
|------------------------------------|------------|--------------------|----------|
| 02 - Firefighting                  | 6.00       | 145.00             | 4.14%    |
| 03- Maintenance                    | 11.00      | 100.00             | 11.00%   |
| 04- Support Services               | 9.00       | 74.60              | 12.06%   |
| 05 - Police Officers               | 2.00       | 150.00             | 1.33%    |
| 06 - Professional                  | 10.25      | 89.00              | 11.52%   |
| 07 - Technical                     | 32.35      | 290.55             | 11.13%   |
| 08 - Transit                       | 11.50      | 61.00              | 18.85%   |
| 09 - Fire Safety Management        | 0.00       | 9.00               | 0.00%    |
| 09 - Police Safety Management      | 0.00       | 9.00               | 0.00%    |
| 09 - Sergeants                     | 0.00       | 24.00              | 0.00%    |
| 10 - Executive Management          | 2.00       | 13.00              | 15.38%   |
| 10 - Executive Management (Safety) | 0.00       | 2.00               | 0.00%    |

# Citywide Vacancy Information

## Vacancy Rate: 8.23%. (As of 3/25/2025)

| Unit                                       | FTE Vacant | FTE Total Budgeted | % Vacant |
|--|------------|--------------------|----------|
| <b>11 - Middle Management</b>              | 2.00       | 19.00              | 10.53%   |
| <b>12 - Confidential</b>                   | 0.00       | 12.00              | 0.00%    |
| <b>13 - Mechanics</b>                      | 3.00       | 19.00              | 15.79%   |
| <b>14 - Police Civilian Technical Unit</b> | 3.00       | 54.00              | 5.56%    |
| <b>15 - Appointed Officials</b>            | 0.00       | 2.00               | 0.00%    |
| <b>16 - Utilities Systems Operators</b>    | 2.00       | 59.00              | 3.39%    |
| <b>17 - Professional Attorneys</b>         | 0.00       | 7.00               | 0.00%    |
| <b>18 - Miscellaneous Mid-Management</b>   | 12.10      | 150.00             | 8.07%    |
| <b>TOTAL</b>                               | 106.20     | 1289.15            | 8.24%    |

# Obstacles

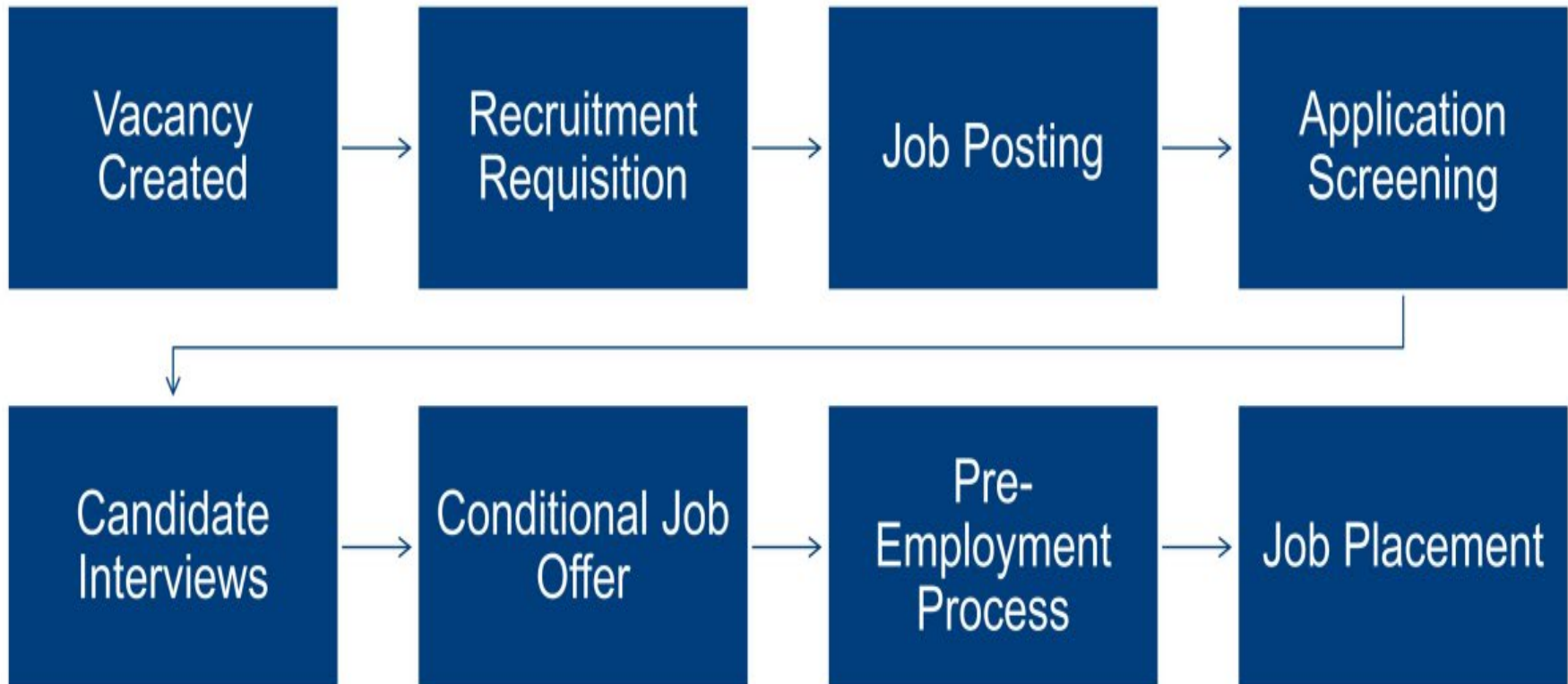
- Budget deficit
  - Hiring Freeze
  - Competitive Salaries & Benefits
  - Labor Shortages in Certain Technical Fields (e.g. Engineering)

# Recruitment Process Summary

- Recruitment Request
- Advertisement of Vacancy
- Exam Plan Development
  - Panelist Composition
- Interviews/Examination
- Background
- Hire



# Recruitment Process Summary



# Recruitment Sources

- City Website
- Government Jobs
- LinkedIn
- Los Cien
- Various Sources;
  - CalPELRA
  - P.O.S.T
  - American Planning Association, Etc..

# RECOMMENDATION

## Staff Recommendation

Accept the Vacancy Report and Conduct the Public Hearing

QUESTIONS?