

# APPROVED

4 - 05 - 2017

BOARD REPORT

BOARD OF RECREATION  
AND PARK COMMISSIONERS

NO. 17-092

DATE April 5, 2017

C.D. All

**BOARD OF RECREATION AND PARK COMMISSIONERS**

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10461 – SECTION 1F  
(IN-LIEU POSITIONS)

AP Diaz \_\_\_\_\_  
R. Barajas \_\_\_\_\_  
\*H. Fujita \_\_\_\_\_

V. Israel \_\_\_\_\_  
N. Williams \_\_\_\_\_

  
\_\_\_\_\_  
General Manager

Approved

Disapproved

Withdrawn

RECOMMENDATION

Amend Personnel Resolution No. 10461 effective immediately as follows:

Section 1F – In-Lieu Positions

ADD

<u>No.</u>	<u>Code</u>	<u>Classification &amp; Location</u>
2	7926-1	Architectural Associate I – Planning
36	3142	Assistant Gardener – Grounds Maintenance
2	7246-1	Civil Engineering Associate I – Planning
2	7957-1	Structural Engineering Associate I – Planning
36	3113-G	Vocational Worker Gardener Caretaker – Grounds Maintenance

SUMMARY

In order to effectively carry out its work, the Planning Division has identified a need to hire additional associate-level staff in either the classification of Architectural Associate, Civil Engineering Associate, or Structural Engineering Associate. Upon approval of this Board Report, the Human Resources Division will recruit and bring on board two (2) individuals from these three (3) classifications in some combination as yet to be determined.

In April 2016, the Mayor issued *Executive Directive No. 15* instructing all City departments to participate in a program designed to hire and retain individuals who face significant barriers to employment. That program is now known as the “Targeted Local Hire Program.” Upon approval of this Board Report, the Department of Recreation and Parks (RAP) will, on a pilot basis, proceed to hire up to thirty-six (36) eligible candidates in the civil service-exempt classification of Vocational Worker Gardener Caretaker, Code 3113-G, via the Targeted Local Hire Program. Candidates hired as Vocational Worker Gardener Caretakers will serve a six (6) month on-the-job training and assessment period. Those who successfully complete this on-the-job training and assessment period will be considered for appointment to the classification of Assistant Gardener, Code 3142.

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Upon appointment to Assistant Gardener positions, employees will serve a six (6) month probationary period that will be the working test period during which the employees must demonstrate job fitness by performing the duties and responsibilities of the target classification (Gardener Caretaker, Code 3141). Upon successfully completing probation as Assistant Gardeners, the Human Resources Division will request a Charter Section 1014 transfer (commonly known as a "1014 transfer") for the successful employees to be appointed as Gardener Caretakers. (A 1014 transfer allows for the reassignment of an employee to another classification without examination once an employee has completed a probationary period.)

This planned participation in the Targeted Local Hire Program is consistent with the goals set forth by RAP in its *Equitable Workforce and Service Restoration Plan* that was released September 2016.

This Report has been reviewed by staff of the Office of the City Administrative Officer.

### FISCAL IMPACT STATEMENT

Approval of this Board Report will not have a fiscal impact on RAP's General Fund inasmuch as the Planning Division will hold a regular authority position of City Planner, Code 7944, and a regular authority position of Principal Project Coordinator, Code 9134, vacant, which will more than cover the direct cost of hiring two (2) associates. In addition, the Maintenance Division will hold up to thirty-six (36) regular authority Gardener Caretaker, Code 3141, positions vacant to cover the direct cost of hiring a like number of candidates via the Targeted Local Hire Program.

This Report was prepared by Harold T. Fujita, Director, Human Resources Division.