

CITY OF OAKLAND
AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2009 OCT 21 PM 4:45

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Resources Management
DATE: October 27, 2009

RE: Supplemental Report to the Quarterly Vacancy Report

SUMMARY

At the October 13, 2009 Finance and Management Committee meeting, the Committee directed staff to come back with strategies for recruiting Police Communications Dispatchers and clarification on the 10% vacancy rate. This supplemental report also provides citywide vacancies and includes a list of positions vacated by the Golden Handshake. This supplemental report provides Council with an update related to these issues.

FISCAL IMPACT

This is an informational report; fiscal impacts are not included. The discussion of position vacancies includes some analysis of how well the current position vacancies support the budget vacancy assumption of 5%. Staff expects to meet the vacancy assumptions for the current fiscal year.

KEY ISSUES AND IMPACTS

Citywide Vacancies

Attachment A provides a list and count of the current vacancies by job classification, sorted by department and fund, as of October 13, 2009. *Attachment B* provides a list of the positions vacated by the Cal PERS 2- years Credit Program, also known as the "Golden Handshake." *Attachment C* provides a list of the funds by name.

The table below reflects the authorized number of vacancies citywide, excluding positions vacated by the Golden Handshake, part time positions and those with funding allocations associated with temporary personnel staffing, overtime and backfill costs.

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Finance and Management Committee
October 27, 2009

FUND	TYPE	VACANT	ALL POSITIONS	% VACANT
GPF (1010)	Sworn (Fire)	59.00	498.00	11.84%
	Sworn (Police)	10.00	721.00	1.38%
	Civilian	74.24	1234.70	6.01%
Total GPF(1010)		143.24	2453.70	5.83%
Non-GPF	Sworn (Fire)	1.00	1.00	100%
	Sworn (Police)	0.00	77.00	
	Civilian	133.48	1657.24	8.05%
Total Non-GPF		134.48	1735.24	7.74%
All Funds	Sworn (OPD & OFD)	70.00	1297.00	5.39%
	Civilian	207.72	2891.94	7.18%
Citywide Total		277.72	4188.94	6.62%

Sworn Recruitment Activities

Police Communications Dispatcher:

OPD has a total of 70 authorized positions for Police Communications Dispatcher. There are currently 12 vacancies and 2 pending vacancies for the classification. The most recent recruitment for Police Communications Dispatcher from summer/ fall 2009 yielded:

- **595- Candidates applications received and processed**
- **249- Candidates invited and participated in the written/ interactive performance component of exam**
- **86- Candidates advanced to the structured oral interview (October 13th /14th 2009)**

Results of the exam are pending at this time.

Impacts on recruiting and testing for Police Communications Dispatcher:

In 2009, the City reassessed its testing method for Police Communications Dispatchers and requested bids for a new type of examination. Previously, OPD and HR agreed to utilize the P.O.S.T. exam but wanted to evaluate other types of tests available that were more “real life”, interactive, and took into consideration multi-tasking skills. The City announced a request for proposals and evaluated several companies that developed this sort of test material. The test

itself was changed from a traditional paper / pencil audio-based examination to a video-based simulation test.

In addition to the time it took to identify and select a product / vendor, the City extended the recruitment and conducted additional outreach. DHRM worked with the Equal Access Office to increase outreach efforts by placing specialized advertisements, target mailings, and included hand-delivered job announcements to community organizations.

Difficulties with turnover and retention:

The turnover rate has been unusually high in 2009, with 5 retirements, 3 removed while in probation status and 1 resignation.

Compared to the previous recruitment for Police Communications Dispatcher, the number of applications received doubled. The City tested about the same percentage of applicants at the interactive written examination; however, the percentage that passed and invited to the oral interview stage was lower. The initial feedback from the external assessors who sat on the interview panels this year included positive feedback on the quality of the candidates interviewed. Several commented that the candidates seem to display a better understanding of what a police dispatcher does and the “life over property” mind set.

To address the turnover rate and need for qualified applicants on hand, OPD and DHRM are considering other recruitment methods to address the continuing challenge of filling vacancies including:

- Some form of continuous testing or regular periodic testing
- A review of the probationary period, its length and/or the standards
- A review of training techniques
- Orientation and information meetings for applicants explaining what to expect
- Scatter hires into smaller, but more frequent groups
- Continued and improved outreach to broaden the applicant pool and ensure services are provided under the Equal Access Ordinance
- Possible “lateral” recruiting and hiring
- Referral program
- More dollars spent on specialized advertising

SUSTAINABLE OPPORTUNITIES

DHRM continues to emphasize Oakland residents as the first choice for employment, but opens opportunities to all qualified candidates. Employment opportunities are shared with community organizations and other local outreach as a matter of practice.

DISABILITY AND SENIOR CITIZEN ACCESS

The City provides handicap accessible facilities for all examinations and engages in an accommodation process for candidates who have disabilities and/or require accommodation

ACTION REQUESTED OF THE CITY COUNCIL

No action is required. This report is informational.

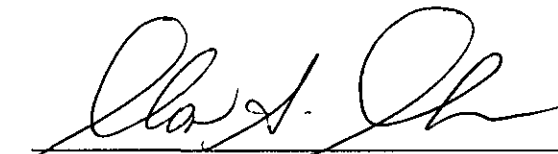
Respectfully submitted,



Wendell L. Pryor, Director
Department of Human Resources Management

Prepared by:
Veronica Hodge, Human Resources Manager
DHRM, Recruitment and Classification

APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE:


Office of the City Administrator

Item: _____
Finance and Management Committee
October 27, 2009

AGENCY/DEPT	ANIZA	FUND	JOB CLASSIFICATION/TITLE	CLASS#	REP	FTE	POS#	END_DATE	COMMENTS
City Administrator	02121	1010	City Administrator Analyst	MA109	U31	1.00	30197.30197		
City Administrator	02811	1010	City Administrator Analyst	MA109	U31	1.00	28488.28488		
City Administrator	02811	1010	City Administrator Analyst	MA109	U31	1.00	31015.31015		
City Administrator	02111	1010	Deputy City Administrator	EM138	UK1	1.00	24862.22489		
City Administrator	02811	1010	Management Intern, PT	MA133	UG1	0.50	28104.28104		
City Administrator Total						4.50			
City Clerk	03121	1010	Administrative Assistant II, PPT	SS105	TW1	0.50	30700.30700		
City Clerk	03121	1010	Citywide Records Manager	SC239	UM1	1.00	27923.27923		Funding - HC6 Pay for staff
City Clerk Total						1.50			
DHRM	05111	1010	Account Clerk II	AF020	SD1	1.00	28327.26344		
DHRM Total						1.00			
FMA	08711	1010	Administrative Assistant I	SS102	SD1	1.00	26474.26474		
FMA	08911	1010	Administrative Services Manager II	EM100	UM1	1.00	31269.31269		
FMA	08211	1010	Controller	MA113	U31	1.00	7214.7214		
FMA	08941	1010	Parking Control Technician	TR164	SC1	1.00	30731.30731		
FMA	08921	1010	Public Service Representative	SS169	SD1	1.00	1637.1637		
FMA	08921	1010	Public Service Representative	SS169	SD1	1.00	3391.3391		
FMA	08941	1010	Public Works Supervisor I	SC206	UH1	1.00	25568.391		
FMA Total						7.00			
Police	106510	1010	Account Clerk II	AF020	SD1	1.00	30703.30703		
Police	106510	1010	Account Clerk II	AF020	SD1	1.00	30704.30704		
Police	106510	1010	Account Clerk III	AF030	UH1	1.00	31145.31145		
Police	101120	1010	Administrative Analyst II	AP106	TW1	1.00	30673.30673		
Police	106210	1010	Administrative Analyst II	AP106	TW1	1.00	30674.30674		
Police	107710	1010	Administrative Analyst II	AP106	TW1	1.00	29752.19030		
Police	103130	1010	Animal Control Officer	PS100	SC1	0.50	30533.30533		
Police	103130	1010	Animal Control Officer	PS100	SC1	1.00	27501.1332		
Police	103130	1010	Animal Control Supervisor	SC103	UH1	1.00	26905.11705		
Police	102610	1010	Criminalist II	PS112	TW1	1.00	2701.2701		
Police	102610	1010	Criminalist II	PS112	TW1	1.00	27870.27870		
Police	101110	1010	Deputy Chief of Police	EM134	UN2	1.00	28093.28093		
Police	102610	1010	Latent Print Examiner II	PS187	TW1	1.00	28535.28535		
Police	107110	1010	Lieutenant of Police (PERS)	PS194	PP1	1.00	28682.11020		
Police	106110	1010	Manager, Agency Administrative	EM171	UM1	1.00	31302.31302		
Police	107410	1010	Neighborhood Services Coordinator	SC190	TW1	1.00	29924.19570		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	1124.1124		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	13619.13619		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	1832.1832		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	1869.1869		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	2636.2636		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	360.360		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	4958.4958		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	4960.4960		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	4962.4962		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	542.542		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	5951.5951		
Police	103310	1010	Police Communications Dispatcher	PS162	SC1	1.00	969.969		
Police	107210	1010	Police Evidence Technician	PS165	SC1	1.00	30029.14809		
Police	102330	1010	Police Officer (PERS)	PS168	PP1	1.00	22875.906		
Police	107110	1010	Police Officer (PERS)	PS168	PP1	1.00	29632.5668		
Police	107110	1010	Police Officer (PERS)	PS168	PP1	1.00	29700.21342		
Police	107110	1010	Police Officer (PERS)	PS168	PP1	1.00	29850.2735		
Police	107110	1010	Police Officer (PERS)	PS190	PP1	1.00	28768.15053		
Police	107210	1010	Police Officer (PERS)	PS190	PP1	1.00	28803.19033		
Police	107310	1010	Police Officer (PERS)	PS168	PP1	1.00	29614.12082		
Police	107510	1010	Police Officer (PERS)	PS168	PP1	1.00	29679.21128		
Police	102120	1010	Police Property Specialist	PS170	SC1	1.00	22787.2427		
Police	101130	1010	Police Records Specialist	SS165	SD1	1.00	31375.2845		
Police	107310	1010	Police Records Specialist	SS165	SD1	1.00	29668.5352		

AGENCY/DEPT	FUNDA	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	END DATE	COMMENTS
Police	102130	1010	Police Services Technician II	PS173	SC1	1.00	25956.2186		
Police	107110	1010	Police Services Technician II	PS173	SC1	1.00	29866.362		
Police	107310	1010	Police Services Technician II	PS173	SC1	1.00	30141.28067		
Police	107510	1010	Police Services Technician II	PS173	SC1	1.00	29623.1910		
Police	101120	1010	Sergeant of Police (PERS)	PS179	PP1	1.00	29851.10528		
Police	107710	1010	Sergeant of Police (PERS)	PS179	PP1	1.00	31196.31196		
Police	103130	1010	Volunteer Program Specialist II	AP353	TW1	1.00	27516.19726		
Police Total						46.50			
Fire	20411	1010	Captain of Fire Department	PS103	FQ1	1.00	25204.5982		
Fire	20411	1010	Captain of Fire Department	PS103	FQ1	1.00	31166.30709		
Fire	20611	1010	Captain of Fire Department	PS104	FQ1	1.00	14087.10539		
Fire	20611	1010	Captain of Fire Department	PS104	FQ1	1.00	22085.21330		
Fire	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00	25141.1705		
Fire	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00	25245.5419		
Fire	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00	25269.2182		
Fire	20611	1010	Engineer of Fire Department	PS119	FQ1	1.00	30557.17268		
Fire	20251	1010	Fire Communications Dispatcher	PS123	SC1	1.00	12014.12014		
Fire	20241	1010	Fire Communications Dispatcher, Sr	PS124	UH1	1.00	291.291		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	22051.21598		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	22053.21600		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	25247.379		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	25322.2267		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	25329.1884		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	25348.6015		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	25367.5069		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26495.12538		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26570.1609		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26572.5427		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26578.1380		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26579.1306		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26584.2549		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26605.5755		
Fire	20411	1010	Fire Fighter	PS125	FQ1	1.00	26630.1911		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	16665.207		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	16698.473		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	16817.1420		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	17189.3144		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	20635.2813		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	26843.1928		
Fire	20814	1010	Fire Fighter	PS125	FQ1	1.00	30555.2506		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	19345.14121		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	19356.14790		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	22342.21555		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	22347.3150		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25282.10553		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25285.14157		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25303.2795		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25305.10556		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25307.14125		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25309.14124		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25313.3167		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25316.3143		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25349.21308		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25350.21311		
Fire	20411	1010	Fire Fighter Paramedic	PS184	FQ1	1.00	25351.21313		
Fire	20331	1010	Fire Prevent Bureau Inspect, Civil	PS142	SC1	1.00	28087.28087		
Fire	20371	1010	Fire Suppression District Inspector	IS112	SD1	1.00	24683.24683		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	14095.1847		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	2211.2211		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25147.2237		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25198.5411		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25257.1810		

AGENCY/DEPT	ANIZA	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	END DATE	COMMENTS
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25358.22091		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25376.317		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	25380.5058		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	30556.7012		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	3132.3132		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	5033.5033		
Fire	20411	1010	Lieutenant of Fire Department	PS150	FQ1	1.00	5037.5037		
Fire Total						61.00			
DIT	46251	1010	Microcomputer Systems Specialist II	AP243	TW1	1.00	28198.21433		
DIT Total						1.00			
Parks & Rec	501120	1010	Data Entry Operator	SS117	SD1	1.00	30047.17234		
Parks & Rec	502260	1010	Naturalist, Supervising	SC189	UH1	1.00	26407.1912		
Parks & Rec	504320	1010	Recreation Leader II, PPT	PP133	SC1	0.75	31095.31095		
Parks & Rec	502320	1010	Recreation Program Director	PP135	SC1	1.00	27567.27567		
Parks & Rec	502331	1010	Recreation Program Director	PP135	SC1	1.00	27397.18762		
Parks & Rec	504410	1010	Recreation Program Director	PP135	SC1	1.00	27473.27473		
Parks & Rec	505810	1010	Recreation Program Director	PP135	SC1	1.00	27611.26220		
Parks & Rec	503235	1010	Recreation Supervisor	SC209	UH1	1.00	28335.28335		
Parks & Rec Total						7.75			
Library	61339	1010	Custodian	TR120	SC1	0.50	31000.31000		
Library	61339	1010	Librarian I	AP214	SD1	1.00	30992.30992		
Library	61339	1010	Librarian II	AP217	SD1	0.56	30998.30998		
Library	61339	1010	Librarian, Senior	AP220	SD1	1.00	30997.30997		
Library	61339	1010	Library Assistant	AP223	SD1	0.50	30988.30988		
Library	61339	1010	Library Assistant, Senior	AP224	SD1	0.50	30990.30990		
Library	61339	1010	Library Asst, PPT	AP227	SD1	0.30	31011.31011		
Library	61213	1010	Office Assistant I	SS150	SD1	1.00	30715.30715		
Library	61135	1010	Office Manager	SS156	UM2	0.00	28116.28116		
Library Total						5.36			
Museum	62213	1010	Custodian, PPT	TR121	SC1	0.50	26454.26454		
Museum	62212	1010	Museum Guard	PS155	SC1	1.00	19770.747		
Museum	62212	1010	Museum Guard	PS155	SC1	1.00	19771.5590		
Museum	62212	1010	Museum Guard, PPT	PS157	SC1	0.50	19780.5592		
Museum	62711	1010	Museum Interp Spec, Nat Sc	AP258	TW1	0.63	17836.5267		
Museum Total						3.63			
DHS	75631	1010	Office Assistant II	SS153	SD1	1.00	30296.5995		
DHS	78111	1010	Program Analyst I	AP292	TW1	1.00	21742.20784		
DHS	78111	1010	Program Analyst I	AP292	TW1	1.00	30297.27277		
DHS Total						3.00			
CEDA	88969	1010	Program Analyst II	AP293	TW1	1.00	19527.19527		
CEDA Total						1.00			
Grand Total GPF Vacancies						143.24			

AGENCY/DEPT	ANIZA	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	END DATE	COMMENTS
FMA	08511	1150	Benefits Technician	AP115	TW1	1.00	30146.30146		
FMA	08511	1150	Benefits Technician	AP115	TW1	1.00	30147.30147		
FMA	08222	7780	Financial Analyst	AF033	UM2	1.00	24801.17376		
FMA	08451	1700	Revenue Assistant	AP321	SD1	1.00	31315.18877		
FMA Total						4.00			
Police	106510	2995	Account Clerk II	AF020	SD1	1.00	30705.30705		
Police	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00	29530.388		
Police	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00	29599.482		
Police	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00	29600.4871		
Police	107510	2416	Crossing Guard, PPT	PS115	SC1	1.00	29602.4872		
Police	107210	2251	Police Officer (PERS)	PS168	PP1	1.00	29546.25905		
Police	106510	2995	Police Records Specialist	SS165	SD1	1.00	31194.31194		
Police Total						7.00			
Fire	20711	2123	Administrative Services Manager II	EM100	UM1	1.00	30811.30811	31-Dec-10	
Fire	20711	2123	Administrative Services Manager II	EM100	UM1	1.00	31342.28478	30-Jun-11	
Fire	20912	2412	Emer Medical Svcs Coordinator	AP179	UM2	1.00	28636.28636		
Fire	20815	2123	Fire Fighter	PS128	FQ1	1.00	28089.28089		
Fire	20371	1720	Heavy Equipment Operator	TR146	SB1	1.00	17254.17254		
Fire	20913	2124	Program Analyst I	AP292	TW1	1.00	27574.27574		
Fire	20411	2190	Temp Contract Svcs Employee, PT	AP341	CON	0.20	30945.30945		Funded by Port of Oakland
Fire Total						6.20			
Public Works	30632	4400	Custodian, PPT	TR121	SC1	1.00	24102.7008		
Public Works	30522	2211	Electrician	TR128	IE1	0.35	24218.10777		
Public Works	30528	2211	Electrician	TR128	IE1	1.00	30265.30265	30-Jun-12	
Public Works	30528	2211	Electrician	TR128	IE1	1.00	30266.30266	30-Jun-12	
Public Works	30655	4400	Electrician	TR128	IE1	1.00	28558.1165		
Public Works	30528	2211	Electrician Helper	TR129	IE1	1.00	23727.5835		
Public Works	30541	4100	Heavy Equipment Mechanic	TR148	SB1	1.00	24020.205		
Public Works	30541	4100	Heavy Equipment Mechanic	TR148	SB1	1.00	24080.3599		
Public Works	30541	4100	Heavy Equipment Mechanic	TR148	SB1	1.00	24126.5890		
Public Works	30534	3100	Heavy Equipment Operator	TR146	SB1	1.00	26780.526		
Public Works	30541	4100	Heavy Equipment Service Worker	TR147	SC1	1.00	24155.2870		
Public Works	30658	4400	Maintenance Mechanic	TR156	SB1	1.00	28247.28247		
Public Works	30181	4400	Management Intern	SS142	TA1	1.00	31339.31339		
Public Works	30541	4100	Manager, Equipment Services	EM183	UM1	1.00	24282.10480		
Public Works	30635	4400	Museum Guard	PS155	SC1	1.00	26857.22596		
Public Works	30541	4100	Office Assistant II	SS153	SD1	1.00	24036.3882		
Public Works	30652	1720	Park Attendant, PPT	SS157	SC1	1.00	24324.22113		
Public Works	30652	1720	Park Attendant, PT	TR161	SI1	0.50	25492.25492		
Public Works	30652	1720	Park Attendant, PT	TR161	SI1	1.00	25493.25493		
Public Works	30652	1720	Park Attendant, PT	TR161	SI1	1.50	25495.25495		
Public Works	30652	2310	Park Attendant, PT	TR161	SI1	1.35	23933.14444		
Public Works	30652	2310	Park Attendant, PT	TR161	SI1	1.92	30863.30863		
Public Works	30528	2211	Program Analyst II	AP293	TW1	1.00	28663.28663		
Public Works	30131	3100	Public Service Representative	SS169	SD1	1.00	30639.1073		
Public Works	30534	2230	Public Works Maintenance Worker	TR174	SC1	1.00	24371.22017		
Public Works	30674	1720	Public Works Maintenance Worker	TR174	SC1	1.00	24169.17584		
Public Works	30674	1720	Public Works Maintenance Worker	TR174	SC1	1.00	24275.19054		
Public Works	30533	3100	Public Works Supervisor I	SC206	UH1	1.00	24089.1836		
Public Works	30534	2211	Public Works Supervisor I	SC206	UH1	1.00	23795.3467		
Public Works	30672	1720	Public Works Supervisor I	SC206	UH1	1.00	23871.3471		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	23988.3522		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24055.1001		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24064.1219		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24067.3521		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24110.2375		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24150.2567		
Public Works	30533	3100	Sewer Maintenance Leader	TR175	SC1	1.00	24283.19214		
Public Works	30533	3100	Sewer Maintenance Worker	TR176	SC1	0.55	24185.9994		

AGENCY/DEPT	FUNDA	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	END DATE	COMMENTS
Public Works	30533	3100	Sewer Maintenance Worker	TR176	SC1	1.00	24085.3525		
Public Works	30633	4400	Stationary Engineer, Chief	SC223	UH1	1.00	24026.5099		
Public Works	30532	3100	Street Maintenance Leader	TR180	SC1	1.00	23980.3548		
Public Works	30532	3100	Street Maintenance Leader	TR180	SC1	1.00	24142.5816		
Public Works	30532	3100	Street Maintenance Leader	TR180	SC1	1.00	24258.19195		
Public Works	30674	1720	Street Maintenance Leader	TR180	SC1	1.00	26108.19739		
Public Works	30674	1720	Street Maintenance Leader	TR180	SC1	1.00	31272.3545		
Public Works	30674	7780	Street Maintenance Leader	TR180	SC1	1.00	26110.15176		
Public Works	30535	2310	Tree Supervisor II	SC230	UH1	1.00	23798.3694		
Public Works Total						47.17			
DIT	46121	4300	Reproduction Offset Supervisor	SS181	TW1	1.00	15858.3582		
DIT Total						1.00			
Parks & Rec	509290	2310	Gardener Crew Leader	TR140	SC1	1.00	28324.15462		
Parks & Rec	502380	2310	Recreation Specialist II, PPT	PP138	SC1	1.00	26219.26219		
Parks & Rec Total						2.00			
Library	61321	2240	Librarian, Supervising	SC172	UH1	1.00	28032.18417		
Library	61339	2240	Library Aide, PPT	AP222	SD1	0.30	31010.31010		
Library	61339	2240	Library Aide, PT	SS138	SI1	1.00	30973.30973		
Library	61313	2240	Library Assistant, PT	SS139	SI1	1.40	26659.26659		
Library	61339	2240	Museum Guard, PT	PS158	SI1	0.50	31002.31002		
Library	61313	2240	Student Trainee, PT	SS195	UG1	2.76	26661.26661		
Library Total						6.96			
DHS	78231	2128	Child Education Coordinator	PP108	UH1	1.00	5607.5607		
DHS	78231	2128	Early Childhood Center Director	PP113	SD1	0.80	5284.5284		
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80	13475.13475		
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80	30713.30713		
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.80	30714.30714		
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.90	10575.10575		
DHS	78231	2128	Early Childhood Instructor	PP114	SD1	0.90	3712.3712		
DHS	78231	2128	Early Childhood Instructor, PT	PP157	SD1	6.13	24814.24814		
DHS	78231	2128	Family Advocate	PP123	SD1	0.90	1000.1000		
DHS	78241	2102	Food Program Coordinator, PPT	SC152	SD1	1.00	2847.2847		
DHS	78231	2128	Food Service Worker	TR137	SD1	0.89	883.883		
DHS	75251	2160	Outreach Worker, PT	PP130	UG1	0.53	21446.14459		
DHS	75651	2114	Senior Aide, PT	PP142	UJ1	1.00	11416.11416		
DHS Total						16.45			
CEDA	63011	7780	Account Clerk I, PPT	AF048	SD1	0.50	31173.31173		
CEDA	88549	2195	Administrative Assistant I	SS102	SD1	1.00	27153.2367		
CEDA	88332	5320	Administrative Assistant I, PPT	SS103	SD1	0.50	31310.25958		
CEDA	88639	1770	Administrative Assistant II	SS104	TW1	1.00	28630.28630		
CEDA	88919	7780	Administrative Assistant II	SS104	TW1	1.00	10679.10679		
CEDA	88949	2108	Administrative Assistant II	SS104	TW1	1.00	17586.17586		
CEDA	88333	5510	Capital Improvement Project Coor	SC112	UM2	1.00	30486.2292		
CEDA	88332	3100	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30488.3455		
CEDA	88332	3100	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30491.14810		
CEDA	88332	3100	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30494.972		
CEDA	88332	3100	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30607.15424		
CEDA	88343	2230	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30498.3459		
CEDA	88343	3100	Construction Inspector, Sr (Field)	IS107	SC1	1.00	30497.22469		
CEDA	88919	7780	Deputy Director, Housing	EM140	UM1	1.00	22491.22491		
CEDA	88549	2195	Development/Redevelopment Pgrm M	EM233	UM1	1.00	25047.25047		
CEDA	88559	7780	Development/Redevelopment Pgrm M	EM233	UM1	1.00	28055.28055		
CEDA	88929	7780	Development/Redevelopment Pgrm M	EM233	UM1	1.00	25044.25044		
CEDA	88344	3100	Drafting Technician, Int (Office)	ET110	SD1	1.00	30478.5089		
CEDA	88344	3100	Drafting/Design Technician, Sr	ET109	SD1	1.00	30476.18203		
CEDA	88332	3100	Engineer, Assistant II (Field)	ET112	TF1	1.00	30422.417		
CEDA	88343	3100	Engineer, Assistant II (Field)	ET112	TF1	1.00	31311.3437		
CEDA	88344	3100	Engineer, Assistant II (Office)	ET113	TF1	1.00	30436.23676		

AGENCY/DEPT	ANIZA	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	END DATE	COMMENTS
CEDA	88363	1750	Engineer, Assistant II (Office)	ET113	TF1	1.00	30438.23679		
CEDA	88332	3100	Engineer, Civil (Office)	ET116	TF1	1.00	31313.30582		
CEDA	88344	3100	Engineer, Civil (Office)	ET116	TF1	1.00	30446.3431		
CEDA	88344	3100	Engineer, Transportation Assistant	ET120	TF1	1.00	30365.15222		
CEDA	88332	3100	Engineering Intern, PT	SS119	UG1	0.20	30390.14510		
CEDA	88453	2415	Engineering Intern, PT	SS119	UG1	0.50	28075.21514		
CEDA	88364	1750	Engineering Technician II (Office)	ET125	SD1	1.00	30454.1111		
CEDA	88989	7780	Home Management Counselor III	AP198	TW1	1.00	30941.30941		
CEDA	88929	7780	Housing Development Coordinator III	AP199	TW1	1.00	7658.3796		
CEDA	88229	2415	Management Assistant	AP235	UM2	1.00	28276.28276		
CEDA	88361	7760	Office Assistant I, PT	SS152	SI1	0.50	30375.24463		
CEDA	88451	2415	Principal Inspection Supv	IS122	UH1	1.00	25770.2853		
CEDA	88549	2195	Program Analyst II	AP293	TW1	1.00	19926.19926		
CEDA	88629	7780	Program Analyst III	SC204	UM2	1.00	30594.30594		
CEDA	88332	5320	Project Manager	EM216	UM2	1.00	31279.31279		
CEDA	88629	7780	Project Manager	EM216	UM2	1.00	30571.20948		
CEDA	88939	2108	Rehabilitation Advisor III	AP314	TW1	1.00	9747.2663		
CEDA	88451	2415	Specialty Combination Inspector	IS119	SD1	1.00	26805.3038		
CEDA	88669	7780	Student Trainee, PT	SS195	UG1	0.25	30586.30586		
CEDA	88679	7780	Student Trainee, PT	SS195	UG1	0.50	22713.22713		
CEDA	88689	7780	Student Trainee, PT	SS195	UG1	0.25	25965.25965		
CEDA	88689	7780	Student Trainee, PT	SS195	UG1	0.50	25966.25966		
CEDA	88335	3100	Surveying Technician, Sr (Field)	ET133	SC1	1.00	30507.1453		
CEDA	88679	7780	Urban Economic Analyst IV, Projects	AP350	TW1	1.00	26702.26702		
CEDA	88689	7780	Urban Economic Analyst IV, Projects	AP350	TW1	1.00	30955.30955		
CEDA	88659	7780	Urban Economic Coordinator	SC231	UM2	1.00	30957.30957		
CEDA	88679	7780	Urban Economic Coordinator	SC231	UM2	1.00	26429.26429		
CEDA Total						43.70			
Grand Total Non-GPF Vacancies						134.48			
Grand Total of Vacancies (ALL Funds)						277.72			

GOLDEN HANDSHAKE Vacancies By Department as of 10/13/09

Attachment B

AGENCY/DEPT	ORGANIZATION	FUND	JOB CLASSIFICATION TITLE	CLASS#	REP	FTE	POS#	GOLDEN HANDSHAKE VACANCY
City Administrator	02111 - City Man	1010	Mayor's PSE 14	SS143	TW1	1.00	31197.18180	Yes
City Administrator	02811 - Budget O	1010	Budget & Operations Analyst III	AF047	UM2	1.00	14698.14698	Yes
City Administrator Total						2.00		
City Attorney	04111 - City Attor	1010	Public Service Representative	SS169	SD1	1.00	22248.22248	Yes
City Attorney Total						1.00		
DHRM	05611 - Employee	1010	Benefits Analyst	AP111	TW1	1.00	28232.14537	Yes
DHRM Total						1.00		
FMA	08222 - General	1010	Accountant III	AF031	UH1	1.00	28363.28363	Yes
FMA	08222 - General	7780	Accountant III	AF031	UH1	1.00	10884.10884	Yes
FMA	08222 - General	1010	Accounting Supervisor	SC101	UH1	1.00	28365.28365	Yes
FMA	08241 - Payables	1010	Accounting Technician	AF049	SD1	1.00	12137.4922	Yes
FMA	08242 - Stores Op	4500	Storekeeper II	SS187	UH1	1.00	27632.224	Yes
FMA	08242 - Stores Op	4500	Storekeeper III	SS188	UH1	1.00	27628.25459	Yes
FMA	08431 - Business	1010	Tax Representative II	AF024	SD1	1.00	627.627	Yes
FMA	08431 - Business	1010	Tax Representative II	AF024	SD1	1.00	736.736	Yes
FMA	08451 - Citywide L	1010	Tax Enforcement Officer II	AF050	SD1	1.00	22283.1922	Yes
FMA	08451 - Citywide L	1010	Tax Enforcement Officer II	AF050	SD1	1.00	28427.14205	Yes
FMA	08451 - Citywide L	1700	Tax Representative II	AF024	SD1	1.00	28433.1878	Yes
FMA	08741 - Treasury	1010	Human Res Systems Analyst, Senior	AP202	TA1	1.00	27445.223	Yes
FMA Total						12.00		
Police	102120 - Property	1010	Police Property Specialist	PS170	SC1	1.00	22767.759	Yes
Police	102610 - Criminal	1010	Criminalist III	PS113	UH1	1.00	5350.5350	Yes
Police	103242 - Records	1010	Police Records Specialist	SS165	SD1	1.00	22199.2730	Yes
Police	103242 - Records	1010	Police Records Specialist	SS165	SD1	1.00	8323.424	Yes
Police	107010 - Bureau	1010	Program Analyst III	SC204	UM2	1.00	30636.19579	Yes
Police	107410 - Support	1010	Police Services Technician II	PS173	SC1	1.00	29571.5978	Yes
Police	107410 - Support	1010	Program Analyst III	SC204	UM2	1.00	29605.27642	Yes
Police	107510 - Traffic B	1010	Police Services Technician II	PS173	SC1	1.00	29702.1099	Yes
Police	107510 - Traffic B	1010	Police Services Technician II	PS173	SC1	1.00	29738.2905	Yes
Police	107510 - Traffic B	1010	Police Services Technician II	PS173	SC1	1.00	29760.19922	Yes
Police Total						10.00		
Fire	20811 - Human R	1010	Management Assistant	AP235	UM2	1.00	25007.25007	Yes
Fire Total						1.00		
Public Works	30532 - Storm Dre	3100	Public Works Supervisor I	SC206	UH1	1.00	24198.146	Yes
Public Works	30534 - Street & S	3100	Office Assistant II	SS153	SD1	1.00	28154.26833	Yes
Public Works	30541 - Equipmen	4100	Auto Equipment Mechanic	TR100	SB1	1.00	24153.2855	Yes
Public Works	30633 - Hall of Jus	4400	Custodian	TR120	SC1	1.00	24091.1846	Yes
Public Works	30652 - Landscap	1720	Gardener Crew Leader	TR140	SC1	1.00	24406.20931	Yes
Public Works	30652 - Landscap	1720	Gardener II	TR142	SC1	1.00	24208.15420	Yes
Public Works	30652 - Landscap	2310	Gardener II	TR142	SC1	1.00	23943.5215	Yes
Public Works	30656 - Bldgs Plu	4400	Painter	TR159	SB1	1.00	25795.686	Yes
Public Works	30658 - Bldgs Str	4400	Carpenter	TR112	SB1	1.00	24133.5446	Yes
Public Works	30672 - Street Cle	1720	Street Sweeper Operator	TR181	SC1	1.00	23785.3551	Yes
Public Works	30674 - Illegal Dur	1720	Public Works Supervisor I	SC206	UH1	1.00	24268.19488	Yes
Public Works Total						11.00		
DCP	41211 - Contract	1010	Contract Compliance Office Asst	AP152	TW1	1.00	28160.533	Yes
DCP	41311 - Purchasin	4550	Office Assistant II	SS153	SD1	1.00	28184.28184	Yes
DCP Total						2.00		
DIT	46271 - Telecomn	1010	Telecommunication Systems Engineer	AP339	TW1	1.00	31247.11625	Yes
DIT	46271 - Telecomn	1010	Telephone Services Specialist	AP340	IE1	1.00	31253.26312	Yes
DIT	46321 - Systems	1040	Human Res Systems Analyst, Senior	AP202	TA1	1.00	31212.10780	Yes
DIT	46471 - Network S	1010	Telecommunication Systems Engineer	AP339	TW1	1.00	31248.266	Yes
DIT	46521 - Public Sa	4200	Electronics Technician	TC107	SB1	1.00	31209.817	Yes
DIT	46531 - Public Sa	1010	Systems Analyst III	AP334	TW1	1.00	31239.932	Yes
DIT Total						6.00		

GOLDEN HANDSHAKE Vacancies By Department as of 10/13/09

Attachment B

AGENCY/DEPT	ORGANIZATION	FUND	JOB CLASSIFICATION/TITLE	CLASS#	REP.	FTE	POS#	GOLDEN HANDSHAKE VACANCY
Parks & Rec	501240 - Central	1820	Facility Security Assistant, PPT	PS121	SC1	0.75	26434.26434	Yes
Parks & Rec	509231 - Arroyo F	1010	Recreation Leader II, PPT	PP133	SC1	0.75	30654.30515	Yes
Parks & Rec	509290 - Ball Fiel	2310	Park Attendant, PPT	SS157	SC1	1.00	25994.25994	Yes
Parks & Rec Total						2.50		
Library	61132 - Children S	2240	Library Aide, PPT	AP222	SD1	0.80	28010.4858	Yes
Library	61132 - Children S	1010	Library Assistant	AP223	SD1	1.00	28017.26556	Yes
Library	61132 - Children S	2240	Library Assistant	AP223	SD1	1.00	28016.26555	Yes
Library	61133 - Commun	2240	Librarian, Supervising PPT	SC173	UH1	0.80	3741.3741	Yes
Library	61211 - Administ	2240	Librarian, Senior	AP220	SD1	1.00	28002.22580	Yes
Library	61236 - Science	2240	Librarian II	AP217	SD1	1.00	21865.3759	Yes
Library	61243 - Circulat	1010	Library Assistant	AP223	SD1	1.00	14158.14158	Yes
Library	61332 - Dimond B	1010	Library Assistant, Senior	AP224	SD1	1.00	28021.17714	Yes
Library	61333 - Eastmon	1010	Librarian, Senior	AP220	SD1	1.00	14478.5582	Yes
Library	61333 - Eastmon	1010	Library Assistant, Senior	AP224	SD1	1.00	17959.17959	Yes
Library	61336 - Montclair	2240	Librarian II	AP217	SD1	1.00	5255.5255	Yes
Library Total						10.60		
CEDA	88332 - Construct	5320	Accountant III	AF031	UH1	1.00	30377.22301	Yes
CEDA	88342 - Streets &	2211	Engineer, Civil Supv (Office)	ET119	TM2	1.00	30501.3417	Yes
CEDA	88343 - Right of V	3100	Administrative Assistant I	SS102	SD1	1.00	30386.17835	Yes
CEDA	88344 - Sanitary S	3100	Engineer, Assistant II (Office)	ET113	TF1	1.00	30428.2344	Yes
CEDA	88361 - Transport	7760	Office Assistant II	SS153	SD1	1.00	30461.309	Yes
CEDA	88451 - Building	2415	Specialty Combination Inspector	IS119	SD1	1.00	21481.1805	Yes
CEDA	88451 - Building	2415	Specialty Combination Inspector	IS119	SD1	1.00	25741.1294	Yes
CEDA	88451 - Building	2415	Specialty Combination Inspector	IS119	SD1	1.00	25748.5626	Yes
CEDA	88451 - Building	2415	Specialty Combination Inspector	IS119	SD1	1.00	25756.5307	Yes
CEDA	88451 - Building	2415	Specialty Combination Inspector	IS119	SD1	1.00	25757.651	Yes
CEDA	88453 - District 3	2415	Specialty Combination Inspector	IS119	SD1	1.00	25720.5310	Yes
CEDA	88929 - Housing D	7780	Administrative Assistant I	SS102	SD1	1.00	7270.2014	Yes
CEDA	88939 - Municipal	2108	Administrative Assistant I	SS102	SD1	1.00	10061.10061	Yes
CEDA	88969 - Residenti	1010	Project Manager II	EM211	UM1	1.00	28072.28072	Yes
CEDA Total						14.00		
Grand Total Golden Handshake Vacancies						73.10		

**SUPPLEMENT REPORT
QUARTERLY VACANCY REPORT AFFECTED FUNDS**

ATTACHMENT C

FUND FUND NAME

1010	General Purpose Fund
1150	Workers Compensation Insurance Claims
1710	Recycling Program
1720	Comprehensive Clean-up
1740	Hazardous Materials Inspections
1750	Multipurpose Reserve
1760	Telecommunications Reserve
1820	OPR Self Sustaining Revolving Fund
2102	Department of Agriculture
2108	HUD-CDBG
2112	Department of Justice
2114	Department of Labor
2123	US Dept of Homeland Security
2124	Federal Emergency Management Agency
2128	Department of Health and Human Services
2141	State Traffic Congestion Relief - Proposition 42
2158	5th Year State COPS Grant, AB 1913, Statutes of 2000
2159	State of California Other
2160	County of Alameda Grants
2195	Workforce Investment Act
2211	Measure B - ACTIA
2230	State Gas Tax
2240	Library Svcs Retention-Enhancement
2250	Measure N Fund
2251	Public Safety Act/2004 Measure Y
2310	Lighting and Landscape Assessment District
2412	Alameda County Emergency Dispatch Service Supplemental Assessment
2415	Development Service Fund
2416	Traffic Safety Fund
3100	Sewer Service Fund
4100	Equipment
4400	City Facilities
4500	Central Stores
5320	Measure DD 2003A Cap Imp-Clean Water, Safe Parks & Open Space Trust Fund
5510	Capital Reserves
7130	Employee Deferred Compensation
7760	Grant Clearing
7780	Oakland Redevelopment Agency Projects