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2012 MAY 30 PM 12:17

AGENDA REPORT

TO: DEANNA J. SANTANA
CITY ADMINISTRATOR

FROM: ANDREA R. GOURDINE
DHRM DIRECTOR

SUBJECT: Semi-Annual Vacancy Report

DATE: May 14, 2012

City Administrator
Approval

Date

5/30/12

COUNCIL DISTRICT: City-Wide

RECOMMENDATION

Staff recommends acceptance of this informational report regarding position vacancies.

EXECUTIVE SUMMARY

This is an informational report that provides an update on vacant positions and hiring from October 1, 2011 through May 7, 2012.

- **Vacancies:** The chart on page 2 provides a summary and *Attachment A* provides a list of the vacancies citywide, broken out by department or agency, including the primary fund associated with the position.
- **Hiring Since October 1, 2011:** *Attachment B* provides a list of all positions that were filled with new hires since October 1, 2011 through May 7, 2012.

OUTCOME

There are no specific outcomes associated with acceptance of this informational report.

BACKGROUND/LEGISLATIVE HISTORY

The Department of Human Resources Management (DHRM) provides a semi-annual report on vacancies to the Finance and Management Committee. Resolution No. 82532 C.M.S., adopted on February 16, 2010, implemented a hiring freeze for positions in the General Fund requires that City Council be provided with reports of hiring activity during the hiring freeze.

ANALYSIS

A. Citywide Vacancies

The lists of vacancies provided below and in *Attachment A* capture true vacancies citywide. A “true vacancy” is defined as a vacant position that is not personnel-encumbered in any other way,

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i.e. linked, frozen, funding allocated (fully or partly) to temporary personnel staffing, overtime, or backfill/acting costs.

In the last report presented in October 2011, there were 233.16 FTE positions vacant citywide; as of May 7, 2012, there were 259.88 FTE positions vacant citywide. In general, the City's vacancy rate has been between 6% and 7% for the past two years.

FUND	TYPE	VACANT	ALL POSITIONS	% VACANT
GPF (1010)	Sworn (Fire)	58.00	502.00	11.55%
	Sworn (Police)	0.00	513.82	0.00%
	Civilian	57.64	1098.71	5.39%
Total GPF (1010)		116.14	2114.53	5.56%
Non-GPF	Sworn (Fire)	0.00	5.00	0.00%
	Sworn (Police)	25.00	147.18	16.98%
	Civilian	118.74	1529.82	7.76%
Total Non-GPF		143.74	1682.00	8.54%
All Funds	Sworn (OPD & OFD)	83.00	1168.00	7.10%
	Civilian	178.38	2628.53	6.78%
Citywide Total		259.88	3796.53	6.88%

B. Hiring Since October 1, 2011

The list of positions provided in *Attachment B* captures all of the new hires since October 1, 2011 all of which conform to the requirements of Resolution No. 82532 C.M.S., adopted on February 16, 2010, which required that General Fund positions exempted from the hiring freeze meet one of four criteria:

- 1) the position is required to meet federal, state, or local mandates;
- 2) the position is already budgeted and is necessary to ensure provision of critical City services or operations;
- 3) the position is part of a program or activity that is revenue-generating and fully cost-covering; or
- 4) the position is necessary to carry out programs supported by the American Reinvestment & Recovery Act (ARRA or Stimulus Program) or other grants.

Additionally, positions for which funding comes from a non-General Fund source may only be filled if the appointment does not increase a negative balance in the fund. A total of one hundred twenty-nine (129) assignments were filled during the reporting period of October 1, 2011 to May 7, 2012.

PUBLIC OUTREACH/INTEREST

No public outreach was necessary for this report.

COORDINATION

DHRM coordinated the collection and verification of data provided in this report with staff in each of the City's departments.

COST SUMMARY/IMPLICATIONS

All positions reflected in this report are budgeted positions. Leaving positions vacant and freezing certain positions provides some support of the budgeted assumptions for the vacancy rate in departments. Further reductions to vacancies may impact departments' ability to meet the vacancy rate assumption in their budgets.

SUSTAINABLE OPPORTUNITIES

Economic: None.

Environmental: None.

Social Equity: None.

For questions regarding this report, please contact Kip Walsh, Recruitment & Classification Manager, at (510) 238-7334.

Respectfully submitted,



ANDREA R. GOURDINE
Director, Dept. of Human Resources Management

Prepared by:
Kip Walsh, Recruitment & Classification Manager

Attachments: *A – Citywide Vacancies by Department*
 B – Positions Filled October 1, 2011 to May 7, 2012

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DEPT	ORG#	PFUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
CITY ADMIN/Neigh Inv	02421 -	1610	Account Clerk III	AF030	UH1	1.00
CITY ADMIN/Contract	02631 -	1010	Administrative Analyst II	AP106	TW1	1.00
CITY ADMIN/Budget	02811 -	1010	Assist to the City Administrator	EM117	U31	1.00
CITY ADMIN/ER-EOPD	02311 -	1010	Human Resource Analyst, Principal	MA127	U31	1.00
CITY ADMIN/WIB	02971 -	2195	Program Analyst II	AP293	TW1	1.00
CITY ADMIN Total						5.00
CITY ATTORNEY	04211 -	1610	Deputy City Attorney II	AL021	TM1	1.00
CITY ATTORNEY	04311 -	2415	Deputy City Attorney III	AL030	TM1	1.00
CITY ATTORNEY	04111 -	1010	Manager, Legal Admin Services	EM189	UM1	1.00
CITY ATTORNEY Total						3.00
CITY AUDITOR	07111 -	1010	Performance Audit Manager	AP393	UM1	1.00
CITY AUDITOR Total						1.00
FINANCE	08222 -	1010	Accountant III	AF031	UH1	1.00
FINANCE	08911 -	1010	Administrative Services Manager II	EM100	UM1	1.00
FINANCE	08261 -	1010	Budget & Operations Analyst III	AF047	UM2	1.00
FINANCE	08243 -	4550	Buyer	SS193	TW1	0.50
FINANCE	08222 -	1610	Financial Analyst	AF033	UM2	0.75
FINANCE	08261 -	1010	Financial Analyst	AF033	UM2	1.00
FINANCE	08421 -	1010	Tax Auditor III	AF051	UH1	1.00
FINANCE	08451 -	1700	Tax Enforcement Officer III	AF052	UH1	1.00
FINANCE Total						7.25
POLICE	106510 -	2411	Account Clerk II	AF020	SD1	1.00
POLICE	106510 -	1010	Account Clerk III	AF030	UH1	1.00
POLICE	101130 -	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	102110 -	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	102340 -	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	107710 -	1010	Administrative Analyst II	AP106	TW1	1.00
POLICE	103130 -	1010	Animal Control Officer	PS100	SC1	1.00
POLICE	103130 -	1010	Animal Control Officer	PS100	SC1	1.00
POLICE	103130 -	1010	Animal Control Officer, PPT	PS195	SC1	0.50
POLICE	102610 -	2112	Criminalist I	PS114	SD1	1.00
POLICE	102610 -	1010	Criminalist II	PS112	TW1	1.00
POLICE	102610 -	1010	Criminalist II	PS112	TW1	1.00
POLICE	102610 -	1010	Criminalist II	PS112	TW1	1.00
POLICE	102610 -	1010	Criminalist III	PS113	UH1	1.00
POLICE	101110 -	1010	Exec Asst to Agency Director	SS124	UM1	1.00
POLICE	102610 -	2112	Forensic Technician	PS196	SC1	1.00
POLICE	107710 -	1010	Parking Control Technician	TR164	SC1	1.00
POLICE	107710 -	1010	Parking Control Technician	TR164	SC1	1.00
POLICE	107710 -	1010	Parking Control Technician, PPT	TC134	SC1	1.00
POLICE	106510 -	1010	Payroll Personnel Clerk II	SS161	SD1	1.00
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	103310 -	1010	Police Communications Dispatcher	PS162	SC1	0.50
POLICE	107210 -	1010	Police Evidence Technician	PS165	SC1	1.00
POLICE	107310 -	1010	Police Evidence Technician	PS165	SC1	1.00
POLICE	102350 -	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350 -	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350 -	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350 -	2607	Police Officer (PERS)	PS168	PP1	1.00

DEPT	ORG #	PFUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102350	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	102510	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	103430	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	107110	2607	Police Officer (PERS)	PS190	PP1	1.00
POLICE	107110	2607	Police Officer (PERS)	PS190	PP1	1.00
POLICE	107310	2607	Police Officer (PERS)	PS168	PP1	1.00
POLICE	107310	2607	Police Officer (PERS)	PS190	PP1	1.00
POLICE	103242	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	103242	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	103430	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	107510	1010	Police Records Specialist	SS165	SD1	1.00
POLICE	102110	1010	Police Personnel Op Spec	AP284	UH1	1.00
POLICE	102110	1010	Police Services Manager I	MA152	UM1	1.00
POLICE	103240	1010	Police Services Manager I	MA152	UM1	1.00
POLICE	106210	1150	Police Services Manager I	MA152	UM1	1.00
POLICE Total						58.50
FIRE	20411	1010	Battalion Chief	PS102	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS104	FQ1	1.00
FIRE	20411	1010	Captain of Fire Department	PS104	FQ1	1.00
FIRE	20814	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20814	1010	Captain of Fire Department	PS103	FQ1	1.00
FIRE	20711	2123	Emergency Planning Coordinator	SC138	TW1	1.00
FIRE	20711	2123	Emergency Planning Coordinator, Sr	SC140	TW1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS118	FQ1	1.00
FIRE	20411	1010	Engineer of Fire Department	PS119	FQ1	1.00
FIRE	20251	1010	Fire Communications Dispatcher	PS123	SC1	1.00
FIRE	20251	2412	Fire Communications Dispatcher	PS123	SC1	1.00
FIRE	20241	1010	Fire Communications Dispatcher, Sr	PS124	UH1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00
FIRE	20411	1010	Fire Fighter	PS125	FQ1	1.00

DEPT	ORG.#	PFUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
PUBLIC WORKS	30635 -	2310	Custodian	TR120	SC1	1.00
PUBLIC WORKS	30632 -	4400	Custodian, PPT	TR121	SC1	0.89
PUBLIC WORKS	30244 -	3100	Drafting Technician, Int (Office)	ET110	SD1	1.00
PUBLIC WORKS	30242 -	2211	Drafting/Design Technician, Sr	ET109	SD1	1.00
PUBLIC WORKS	30533 -	3100	Electrical Const & Maint Planner	TR124	TF1	1.00
PUBLIC WORKS	30689 -	4450	Electrical Engineer II	TR125	TF1	1.00
PUBLIC WORKS	30243 -	3100	Engineer, Assistant II (Field)	ET112	TF1	1.00
PUBLIC WORKS	30232 -	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30232 -	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30242 -	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30243 -	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30244 -	7760	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30264 -	2211	Engineer, Assistant II (Office)	ET113	TF1	1.00
PUBLIC WORKS	30242 -	2211	Engineer, Civil (Office)	ET116	TF1	1.00
PUBLIC WORKS	30275 -	7760	Engineer, Civil (Office)	ET116	TF1	1.00
PUBLIC WORKS	30242 -	2211	Engineer, Civil Supv (Office)	ET119	TM2	1.00
PUBLIC WORKS	30243 -	2211	Engineer, Civil Supv (Office)	ET119	TM2	1.00
PUBLIC WORKS	30652 -	1720	Gardener Crew Leader	TR140	SC1	1.00
PUBLIC WORKS	30652 -	2310	Gardener Crew Leader	TR140	SC1	1.00
PUBLIC WORKS	30652 -	2310	Gardener Crew Leader	TR140	SC1	1.00
PUBLIC WORKS	30541 -	4100	Heavy Equipment Mechanic	TR148	SB1	1.00
PUBLIC WORKS	30541 -	4100	Heavy Equipment Mechanic	TR148	SB1	1.00
PUBLIC WORKS	30652 -	2310	Irrigation Repair Specialist	TR151	SC1	1.00
PUBLIC WORKS	30634 -	4400	Maintenance Mechanic, PPT	TR204	SB1	0.50
PUBLIC WORKS	30112 -	7760	Management Intern	SS142	TA1	1.00
PUBLIC WORKS	30181 -	7760	Microcomputer Systems Specialist II	AP243	TW1	1.00
PUBLIC WORKS	30652 -	1720	Park Attendant, PPT	SS157	SC1	1.00
PUBLIC WORKS	30652 -	2310	Park Equipment Operator	TR162	SC1	1.00
PUBLIC WORKS	30245 -	5321	Program Analyst III	SC204	UM2	1.00
PUBLIC WORKS	30232 -	5320	Project Manager II	EM211	UM1	1.00
PUBLIC WORKS	30523 -	2230	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30532 -	3100	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30534 -	2141	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30534 -	2231	Public Works Maintenance Worker	TR174	SC1	1.00
PUBLIC WORKS	30534 -	2230	Public Works Supervisor I	SC206	UH1	1.00
PUBLIC WORKS	30672 -	1720	Public Works Supervisor I	SC206	UH1	1.00
PUBLIC WORKS	30674 -	1720	Public Works Supervisor II	SC207	UH1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Leader	TR175	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30533 -	3100	Sewer Maintenance Worker	TR176	SC1	1.00
PUBLIC WORKS	30523 -	2230	Sign Maintenance Worker	TR177	SC1	1.00
PUBLIC WORKS	30181 -	3100	Spatial Data Analyst III	AP327	TW1	1.00
PUBLIC WORKS	30232 -	7760	Spatial Data Analyst III	AP327	TW1	1.00
PUBLIC WORKS	30632 -	4400	Stationary Engineer	TR178	SB1	0.25
PUBLIC WORKS	30632 -	4400	Stationary Engineer	TR178	SB1	1.00
PUBLIC WORKS	30633 -	4400	Stationary Engineer	TR178	SB1	1.00
PUBLIC WORKS	30532 -	3100	Street Maintenance Leader	TR180	SC1	1.00
PUBLIC WORKS	30534 -	2141	Street Maintenance Leader	TR180	SC1	1.00
PUBLIC WORKS	30534 -	2231	Street Maintenance Leader	TR180	SC1	1.00
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00

DEPT	ORG #	PFUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00
PUBLIC WORKS	30672 -	1720	Street Sweeper Operator	TR181	SC1	1.00
PUBLIC WORKS	30275 -	2415	Transportation Planner, Senior	TR187	UM2	1.00
PUBLIC WORKS Total						71.64
DIT	46461 -	4200	Information Systems Supervisor	SC169	UM2	1.00
DIT	46251 -	1010	Microcomputer Systems Specialist I	AP242	TW1	1.00
DIT	46251 -	1010	Microcomputer Systems Specialist II	AP243	TW1	1.00
DIT Total						3.00
PARKS & REC	502332	1010	Facility Security Assistant	PS120	SC1	1.00
PARKS & REC	501240	1820	Facility Security Assistant, PPT	PS121	SC1	0.75
PARKS & REC	502350	1010	Recreation Attendant II, PPT	SS203	SC1	1.00
PARKS & REC	502237	1010	Recreation Center Director	PP131	SC1	1.00
PARKS & REC	502350	1010	Recreation Leader II, PPT	PP133	SC1	0.75
PARKS & REC	509231	1010	Recreation Leader II, PPT	PP133	SC1	0.75
PARKS & REC	509233	1010	Recreation Leader II, PPT	PP133	SC1	0.75
PARKS & REC	509237	1010	Recreation Leader II, PPT	PP133	SC1	0.75
PARKS & REC	509330	1010	Recreation Leader II, PPT	PP133	SC1	0.75
PARKS & REC	501270	1820	Recreation Program Director	PP135	SC1	1.00
PARKS & REC	502331	1010	Recreation Program Director	PP135	SC1	0.50
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00
PARKS & REC	502332	1010	Recreation Program Director	PP135	SC1	1.00
PARKS & REC	504410	1010	Recreation Program Director	PP135	SC1	1.00
PARKS & REC	502340	1010	Recreation Specialist II, PPT	PP138	SC1	0.75
PARKS & REC	509330	1010	Recreation Supervisor	SC209	UH1	1.00
PARKS & REC Total						14.75
LIBRARY	61511 -	2241	Archivist	SC256	TW1	1.00
LIBRARY	61131 -	2241	Librarian, Senior	AP220	SD1	1.00
LIBRARY	61133 -	2241	Librarian, Supervising PPT	SC173	UH1	0.80
LIBRARY	61132 -	2241	Library Aide, PPT	AP222	SD1	0.80
LIBRARY	61132 -	2241	Library Assistant	AP223	SD1	1.00
LIBRARY	61132 -	2241	Library Assistant	AP223	SD1	1.00
LIBRARY	61111 -	1010	Office Manager	SS156	UM2	1.00
LIBRARY Total						6.60
DHS	75631 -	1010	Administrative Assistant I, PPT	SS103	SD1	0.64
DHS	75231 -	2128	Case Manager II	AP127	TW1	1.00
DHS	78231 -	2605	Child Education Coordinator	PP108	UH1	1.00
DHS	78231 -	2605	Data Entry Operator	SS117	SD1	1.00
DHS	78231 -	2128	Early Childhood Center Director	PP113	SD1	0.80
DHS	78231 -	2128	Early Childhood Center Director	PP113	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.80
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231 -	2128	Early Childhood Instructor	PP114	SD1	0.90
DHS	78231 -	2605	Early Childhood Instructor	PP114	SD1	1.00
DHS	78241 -	2102	Food Program Coordinator, PPT	SC152	SD1	1.00
DHS	78231 -	2605	Head Start Supervisor	SC160	UH1	1.00
DHS	78231 -	2128	Headstart Program Coordinator	PP128	TW1	1.00
DHS	78231 -	2159	Headstart Program Coordinator	PP128	TW1	1.00
DHS	78111 -	2251	Health & Human Svcs Prgm Planner	AP196	UM2	1.00
DHS	78231 -	2605	Health & Human Svcs Prgm Planner	AP196	UM2	1.00

DEPT	ORG #	PFUND	JOB CLASSIFICATION TITLE	CLASS#	REP	REV FTE
DHS	75231 -	2128	Nurse Case Manager	AP263	TW1	1.00
DHS	78311 -	2128	Program Analyst I	AP292	TW1	1.00
DHS Total						20.14
DPBNP	84421 -	2415	Engineer, Assistant II (Office)	ET113	TF1	1.00
DPBNP	84421 -	2415	Engineer, Civil Supv (Office)	ET119	TM2	1.00
DPBNP	84452 -	2415	Specialty Combination Insp, Senior	IS120	SD1	1.00
DPBNP Total						3.00
DHCD	89919 -	2108	Administrative Services Manager I	MA103	UM2	1.00
DHCD Total						1.00

Grand Total

259.88

NEW HIRES

ATTACHMENT B

October 1, 2011 to May 7, 2012

DEPT	TITLE	QTY	FUND	FT/PT	EXEMPTION*
CAO	Equal Opportunity Specialist	1	1010	FT	Legal
CAO	Exec Dir to Public Ethics Comm	1	1010	FT	Legal
CAO	Revenue Operations Supervisor	1	1010/1700	FT	Revenue
City Auditor	City Auditor, Assistant	1	1010	FT	Legal
City Clerk	Legislative Recorder	1	1010/7780	FT	Legal
City Council	City Council PSE 14	1	1010/7780	FT	Operations
DHRM	Human Resource Technician	1	1010	FT	Operations
DIT	Microcomputer Systems Specialist II	1	1010	FT	Operations
DIT	Operations Support Specialist	1	1010	FT	Operations
Fire	Agency Director, Fire Services	1	1010	FT	Legal
FMA	Cashier	1	1010	FT	Revenue
FMA	Payroll Personnel Clerk II	1	1010/1610	FT	Operations
Library	Library Assistant	1	1010	FT	Operations
Police	Animal Control Supervisor	1	1010	FT	Operations
Police	Police Communications Dispatcher	2	1010	FT	Operations
Police	Police Officer (PERS)	8	1010	FT	Operations
Police	Police Officer Trainee	10	1010	FT	Operations
DHS	Custodian, PPT	1	1010	PPT	Operations
OPR	Recreation Specialist II, PPT	1	1010	PPT	Revenue
CEDA	Temp Contract Svcs Employee, PT	1	1010	PT	Operations
City Council	City Council PSE 14, PT	1	1010	PT	Operations
Fire	Fire Suppression Dist Inspect PT	2	1010	PT	Operations
Fire	Office Assistant I, PT	1	1010	PT	Operations
OPR	Lifeguard, PT	4	1010	PT	Operations
OPR	Recreation Attendant I, PT	3	1010	PT	Operations
OPR	Recreation Leader I, PT	1	1010	PT	Operations
Police	Animal Care Attendant, PT	2	1010	PT	Operations
Non-General Fund					
CAO	Assistant City Administrator	1	1610/2415	FT	Operations
CAO	Urban Economic Analyst III	1	5671	FT	Operations
DHCD	Program Analyst II	1	2413	FT	Operations
DHS	Early Childhood Instructor	1	2128	FT	Legal
DHS	Program Analyst II	1	1780	FT	Operations
FMA	Cashier	1	2413	FT	Revenue
Police	Grants Coordinator	1	2112	FT	Grant
Police	Police Officer (PERS)	7	2607	FT	Grant
PWA	Electrician	3	2211	FT	Operations
PWA	Engineer, Assistant I (Office)	1	7760/3100	FT	Operations
PWA	Engineer, Civil (Office)	1	2211	FT	Operations
PWA	Gardener Crew Leader	3	1720	FT	Operations
PWA	Manager, Equipment Services	1	4100	FT	Operations
PWA	Sewer Maintenance Leader	1	3100	FT	Operations
CEDA	Exempt Limited Duration Employee	2	2195	LD	Grant
CAO	Cable TV Production Assistant, PPT	1	1610	PPT	Operations
CEDA	Student Trainee, PT	1	2108	PT	Operations
DHS	Senior Aide, PT	1	2114	PT	Grant
DHS	Student Trainee, PT	6	2128	PT	Grant
DPBNP	Planning Intern, PT	1	2415	PT	Grant
Fire	Office Assistant II, PT	1	2321	PT	Operations

NEW HIRES
October 1, 2011 to May 7, 2012

ATTACHMENT B

DEPT	TITLE	QTY	FUND	FT/PT	EXEMPTION*
FMA	Parking Control Technician, PT	8	1720	PT	Revenue
Library	Librarian I, PT	7	2241	PT	Operations
Library	Library Aide, PT	14	2241	PT	Operations
Library	Library Assistant, PT	6	2241	PT	Operations
OPR	Park Attendant, PT	1	2310	PT	Operations
PWA	Engineering Intern, PT	2	7760	PT	Operations
PWA	Student Trainee, PT	3	1750/7760	PT	Operations
Grand Total		129			

***HIRING FREEZE EXEMPTION CATEGORIES**

- Legal the position is required to meet federal, state, or local mandates;
- Operations the position is budgeted and is necessary to ensure provision of critical City services or operations;
- Revenue the position is part of a program or activity that is revenue-generating and fully cost-covering;
- Grant the position is necessary to carry out programs supported by the American Reinvestment & Recovery Act (ARRA or Stimulus Program) or other grants.