



Office of the City Manager

## **SUPPLEMENTAL AGENDA MATERIAL for Supplemental Packet 1**

**Meeting Date: June 3, 2025**

**Item Number: 27**

**Item Description: Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code § 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts**

**Submitted by: Monica Walker, Interim Director of Human Resources**

Please see additional details regarding the City of Berkeley's vacancies, recruitment, and retention efforts as of December 31, 2024.



OFFICE OF THE CITY MANAGER

PUBLIC HEARING

June 3, 2025

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Monica Walker, Interim Director of Human Resources

Subject: **Supplemental Report:** Conduct a Public Hearing in Compliance with Assembly Bill 2561 / Government Code § 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts

In calendar year 2024, the City's average vacancy rate was 15.4% at the end of each month, with the highest percentage at 16.1% and the lowest percentage at 14.7%. Since September 2022, the City has actively addressed vacancy rates through its Employer of Choice initiative. This initiative created a pathway to hire additional Human Resources staff and authorized a contract with a branding and marketing agency, with focused efforts on attracting and recruiting talent for the City workforce. As a result, a dedicated career website (<https://www.berkeley.careers>) was created to highlight the City's career opportunities, benefits, culture, and employee testimonials. Social media presence across sites such as Instagram, Facebook, LinkedIn was enhanced with professionally designed advertisements. Targeted outreach efforts included paid advertisements tied to algorithms, mailing lists focused on candidates with certifications or professional affiliations, and tools such as LinkedIn Recruiter for direct outreach to candidates.

These efforts have resulted in the City consistently hiring over attrition and maintaining a relatively low vacancy rate as illustrated below.

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
# of Vacancies Created	23	15	27	18	33	31	42	18	18	24	21	34
# of Vacancies Filled	30	19	32	29	26	30	22	18	42	23	17	18
# of Remaining Vacancies	276	272	267	256	263	264	284	284	260	261	265	281
# of Budgeted Positions	1731	1731	1731	1731	1731	1731	1767	1767	1767	1767	1767	1767
% of Vacancies	15.9%	15.7%	15.4%	14.8%	15.2%	15.3%	16.1%	16.1%	14.7%	14.8%	15.0%	15.9%

As of December 31, 2024, of the City's eight bargaining units, two bargaining units had an average year-end vacancy rate above 20%: Berkeley Police Association (BPA) at 21.2% and International Brotherhood of Electrical Workers (IBEW) at 41.2%.

Conduct a Public Hearing in Compliance with Assembly Bill 2561 /  
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12/31/2024	# of Vacancies	# of Budgeted Positions	% of Vacancies
Berkeley Chief Fire Officers Association	0	7	0.0%
Berkeley Fire Fighters Association	9	136	6.6%
Berkeley Fire EMS Professionals Association	0	32	0.0%
Berkeley Police Association	38	179	21.2%
International Brotherhood of Electrical Workers (IBEW)	7	17	41.2%
Public Employees Union Local One	44	235	18.7%
SEIU Community Services & PT Recreation Activity Leaders	93	485	19.2%
SEIU Maintenance & Clerical Chapters	72	532	13.5%

As of December 31, 2024, BPA had 179 budgeted positions, of which 38 were vacant. The vacancies included 34 Police Officers, 3 Police Sergeants, and 1 Police Lieutenant.

**Berkeley Police Association (as of December 31, 2024)**

12/31/2024	# of Vacancies	# of Budgeted Positions	% of Vacancies
Police Captain	0	3	0.0%
Police Lieutenant	1	9	11.1%
Police Officer	34	135	25.2%
Police Sergeant	3	32	9.4%

As of December 31, 2024, IBEW had 17 budgeted positions, of which 7 were vacant. The vacancies included 4 Electricians, 2 Lead Electricians, and 1 Communications Supervisor. Two vacancies were added mid-2024. IBEW and the City are currently engaging in labor negotiations to address compensation and other working conditions, as its current memorandum agreement expires June 30, 2025.

**International Brotherhood of Electrical Workers (IBEW) (as of December 31, 2024)**

12/31/2024	# of Vacancies	# of Budgeted Positions	% of Vacancies
Communications Technician	0	3	0%
Lead Communications Technician	0	1	0%
Communications Supervisor	1	1	100%
Electrical Parts Technician	0	1	0%
Electrician	4	7	57%
Lead Electrician	2	3	67%
Electrical Supervisor	0	1	0%

To address the vacancies, throughout the year the City maintained continuous recruitments, regularly screened applications and administered exams, and utilized the marketing and outreach tools through the Employer of Choice initiative.

All represented employee groups have been notified of the public hearing and given an opportunity to attend and make a presentation as outlined in the statute.

Internal

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CONTACT PERSON

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