

AGENDA ITEM 2 A
Action Item

TIMED ITEM

1:00 PM

PUBLIC HEARING

MEMORANDUM

DATE: May 1, 2025

TO: El Dorado County Transit Authority

FROM: Maria Harris, Human Resources Manager

SUBJECT: Public Hearing on Job Vacancy Reporting and Recruitment Efforts

REQUESTED ACTION:
BY MOTION,

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Hearing**
- 4. Review and acknowledge El Dorado County Transit Authority job vacancy status and recruitment efforts**

BACKGROUND

Effective January 1, 2025, California Government Code Section 3502.3 mandates that public agencies present the status of vacancies and their recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year. This legislation aims to address widespread staffing challenges in local governments, which can adversely affect public service delivery and employee workload. The law also grants recognized employee organizations the right to present information during these hearings, fostering transparency and collaborative problem-solving.

In accordance with the California Government Code Section 3502.3, staff is bringing forth the El Dorado County Transit Authority (El Dorado Transit) status of vacancies, and recruitment and retention efforts for public review and comment, per the following schedule:

April 16, 2025	El Dorado Transit posted advanced notice of the public hearing on the website
April 16, 2025	El Dorado Transit posted advanced notice of the public hearing in the Mountain Democrat
April 16-April 24, 2025	Public Comment Period
May 1, 2025	Public Hearing at El Dorado Transit regularly scheduled Board meeting

DISCUSSION

In compliance with Government Code Section 3502.3, this report provides an overview of current staffing vacancies, recruitment initiatives, and retention strategies within our agency.

Current Vacancies:

- **Total Number of Vacancies:** 12
- **Departments Affected:** Operations
- **Positions Most Impacted:** Transit Operator

Recruitment Efforts:

- **Job Postings:** Eight (8) job recruitments from July 2024 to April 2025; four (4) Part-Time Transit Operator recruitments and four (4) various unrepresented job classifications
- **Applicant Response:** 44 applicants for Transit Operator; 53 applicants for unrepresented job classifications
- **Time-to-Hire:** approximately one (1) month
- **Outreach Strategies:** job fairs, social media, local job boards

Retention Strategies:

- **Turnover Rate:** 16.5%
- **Employee Feedback:** Good benefits, family oriented, established legacy in the community
- **Exceptional Benefit Package:** Offering a variety of optional health benefits plans; CalPERS retirement; 457 Retirement Plan
- **Work Environment Initiatives:** Employee engagement activities, recognition awards; referral and new hire bonuses

Identified Challenges and Proposed Solutions:

- **Challenge:** prolonged time-to-hire; pay
 - *Proposed Solution:* Implement streamlined application and interview processes
- **Challenge:** high turnover in specific departments
 - *Proposed Solution:* Conduct targeted retention programs and address department-specific concerns

This report serves as a foundation for ongoing discussions aimed at improving our agency's staffing levels and ensuring the effective delivery of public services.

FISCAL IMPACT

Recruitment and retention efforts carry associated costs that are necessary investments to address staffing shortages, reduce turnover, and maintain continuity of Transit services. The projected fiscal impacts for the current fiscal year include the following:

- **Job Advertising & Marketing:**
Costs for posting positions on external job boards (LinkedIn, Indeed), local media outlets and professional associations.
Estimated Cost: \$600.00
- **Recruitment Fairs & Outreach Events:**
Booth fees, travel expenses, and materials for participation in job fairs or college career days.
Estimated Cost: \$250.00
- **Background Checks, Pre-employment Testing and Medical Exams:**
Required pre-employment clearances such as DOJ/FBI background checks, drug testing, and physicals.
Estimated Cost: \$4,247.50
- **Onboarding & Training:**
Staff time, materials, training sessions for new hires.
Estimated Cost: \$86,539.55
- **Incentive Programs:**
New Hire Incentive Bonuses and Referral Incentives.
Estimated Cost: \$14,000.00

Total Estimated Fiscal Impact: \$105,637.05