

# Association of Confidential Employees Vacancy Reporting AB 2561

Board of Directors Meeting

May 13, 2025

Item 3 Public Hearing



# Presentation Overview

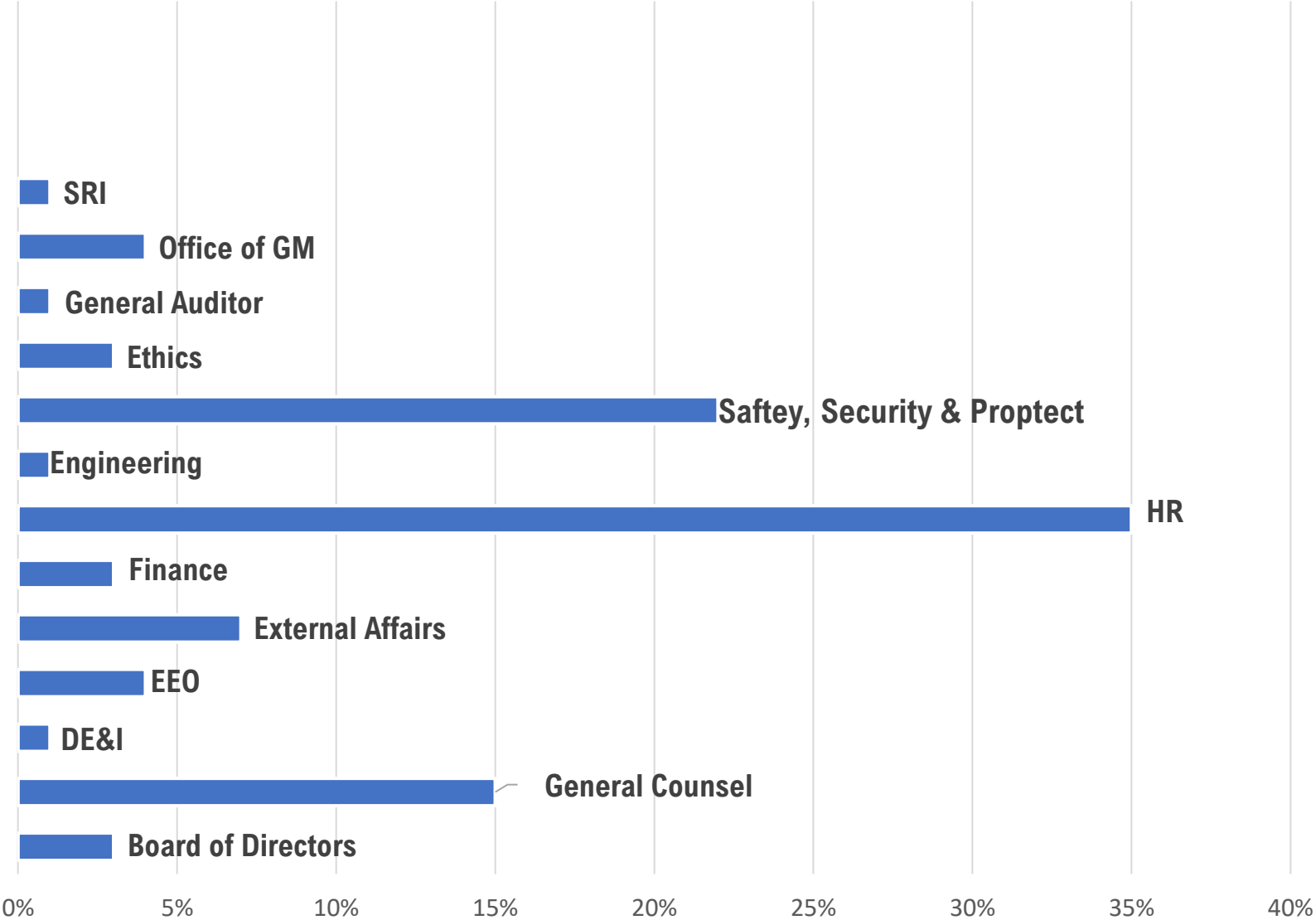
- Overview of ACE
- Vacancy Rate and Staffing Concerns
- Use of Temporary Staff
- Objective of AB 2561

# ACE Represented Employees as of May 2025

- 146 employees = 132 regular and 14 temporary
- 128 non-manager, 15 supervisory and 3 manager non-supervisory
- ACE employees are supervised by ACE, MAPA and Unrepresented supervisors including Board direct reports
- Work at various facilities across the District, e.g., Gene, DVL, Jensen, Lake Mathews, Mills, Weymouth, Sacramento and Washington D.C.; majority report to Union Station
- Security Specialist, Admin & HR Analyst, EHS Field Specialist,, Executive and Admin Assistants, Board Specialist, EEO Investigator, Controller, Deputy General Counsel, Government & Legislative Representatives, Training Specialist

# ACE Represented Employees as of May 7, 2025

146 Employees



# ACE Vacancy Rate = 10%

- 147 budget PCNs; 132 filled, 15 unfilled

Classification	Regular	Full Time	Group
Special Projects Manager	R	F	OFFICE OF THE GENERAL MANAGER
Ethics Policy Analyst	R	F	OFFICE OF ETHICS
Ethics Policy Analyst	R	F	OFFICE OF ETHICS
Assistant Ethics Officer	R	F	OFFICE OF ETHICS
Sr Dpty General Counsel (C)	R	F	GENERAL COUNSEL
Executive Assistant II (C)	R	F	OFFICE OF THE GENERAL AUDITOR
Asst Board Administrator	R	F	BOARD OF DIRECTORS
Assoc Security Specialist (C)	R	F	OFF OF SAFETY,SECURITY&PROTECT
Sr Training Administrator (C)	R	F	OFF OF SAFETY,SECURITY&PROTECT
Training Specialist (C)	R	F	OFF OF SAFETY,SECURITY&PROTECT
Sr Training Specialist (C)	R	F	OFF OF SAFETY,SECURITY&PROTECT
HR Assistant III (C)	R	F	HUMAN RESOURCES GROUP
Sr HR Training Specialist (C)	R	F	HUMAN RESOURCES GROUP
Sr Admin Analyst (C)	R	F	HUMAN RESOURCES GROUP
Human Resources Analyst III(C)	R	F	HUMAN RESOURCES GROUP

# Positions Not Budgeted in ACE

- 21 non budgeted PCNs; 14 filled, 7 unfilled all regular, full-time positions

<b>HUMAN RESOURCES GROUP</b>	<b>17</b>
Filled	11
Admin Assistant III (C)	1
HR Assistant I (C)	1
HR Assistant II (C)	3
HR Assistant III (C)	2
Human Resources Analyst II (C)	2
Human Resources Analyst III(C)	1
Pr HRIS Analyst (C)	1
Not Filled	6
Employee Relations Specialist	2
HR Assistant II (C)	3
HR Assistant III (C)	1

<b>OFF OF SAFETY, SECURITY &amp; PROTECT</b>	<b>1</b>
Filled	1
Sr Admin Analyst (C)	1
<b>OFFICE OF ETHICS</b>	<b>2</b>
Filled	1
Pr Admin Analyst (C)	1
Not Filled	1
Pr Admin Analyst (C)	1
<b>OFFICE OF THE GENERAL MANAGER</b>	<b>1</b>
Filled	1
Executive Strategist	1
Total	21

# Human Resource Employees

Employees in Human Resources					Recruitment Staff		
Year (June 30 or approx.)	Regular	Temporary	Total	Agency Temps (Fiscal Year)*	Recruitment Regular Employees	Recruitment Temporary Employees	Total Recruitment Employees
2011	47	0	47		4	0	4
2012	44	1	45		5	1	6
2013	39	3	42		5	1	6
2014	40	1	41		6	0	6
2015	42	2	44		7	1	8
2016	39	1	40**		7	0	7
2017	38	1	39		6	0	6
2018	38	3	41		6	2	8
2019	39	8	47		7	5	12
2020	40	7	47		6	4	10
2021	41	7	48		6	2	8
2022	39	7	46***	5	8	1	9
2023	38	8	46	3	8	1	9
2024	42	13	55	14	8	3	11
2025 (May)	44	12	56	5	8	3	11

\* Fiscal year data 2021/2022, 2022/2023, 2023/2024, 2024/2025

\*\* Risk Management no longer reporting to HR; transferred 3 positions

\*\*\* EEO no longer reporting to HR; transferred 2 FTE + 1 Agency Temp & reassigned 1 FTE to HRIS

# Temporary Employees in Human Resources

Class	Empl Class	Service	Start Date	Planned End Date	Disposition	Supv Name
<b>Admin Assistant III (C)</b>	District Temp Med and PERS	0.97	6/12/2023	6/19/2024	Agency temp converted to DT	Breaux-Burns,Carmondy L
<b>HR Assistant III (C)</b>	District Temp Med and PERS	1.1	10/30/2023	12/12/2024		Recruitment/Class Comp
<b>Employee Relations Specialist</b>	District Temp Med and PERS	0.91	1/8/2024	1/31/2025		Employee Relations
<b>HR Assistant II (C)</b>	District Temp Med and PERS	1.08	2/5/2024	2/21/2025		Training & Org Development
<b>HR Assistant I (C)</b>	District Temp Med and PERS	2.62	10/2/2023	4/2/2025	extended to 8/30/25 for a total of 22 months as a DT - prior to that served as an agency temp. ACE opposes violation of OP H-08	HR Group Manager's Office
<b>Human Resources Analyst III(C)</b>	District Temp Med and PERS	1.16	1/8/2024	4/30/2025	extended from 12/13/24 to 4/30/25 for a total of 15+ months as a DT; reasons provided by HR "backfill". Violation of OP H-08 backfill not to exceed 1 yr.	Breaux-Burns,Carmondy L
<b>HR Assistant II (C)</b>	District Temp Med and PERS	0.89	4/15/2024	6/4/2025		Employee Relations
<b>Pr HRIS Analyst (C)</b>	Annuitant	23.11	2/10/2020	6/30/2025	extended multiple times; per HR working on various projects, none meet the requirements for use of an annuitant; other DT are performing same work. Violation of OP H-02	HRIS
<b>HR Assistant III (C)</b>	District Temp Med and PERS	0.16	1/6/2025	12/19/2025		Breaux-Burns,Carmondy L
<b>HR Assistant II (C)</b>	District Temp Med and PERS	0.35	10/28/2024	4/28/2026		Recruitment/Class Comp
<b>HR Assistant III (C)</b>	Limited Term Employee	1.95	5/1/2023	5/1/2026		Recruitment/Class Comp
<b>Human Resources Analyst III(C)</b>	District Temp Med and PERS	0.31	11/12/2024	5/12/2026		HRIS
<b>Admin Assistant III (C)</b>	Annuitant	1.04	2/20/2024	2/20/2027		Training & Org Development
<b>Human Resources Analyst II (C)</b>	Limited Term Employee	0.58	8/5/2024	8/5/2027		HRIS
<b>HR Assistant II (C)</b>	Limited Term Employee	2.27	Not Provided	Not provided	Agency temp converted to LTE	Breaux-Burns,Carmondy L



# HR Represented Employees

- Concerns
  - Lack of appropriate staffing levels in HR, especially in recruitment
  - Overuse of temporary employees
  - Non-adherence to Operating Policies and MOU obligations
  - Reallocation of approved positions
  - Outsourcing of ACE negotiated work, e.g., recruitment, reasonable accommodation
  - Wellbeing of ACE members in HR
- Issues have caused
  - Burnout due to over working and lack of work/life balance, stress, low morale
  - Conflict between regular and temporary employees
  - Distrust of HR by the organization
  - Bad mouthing of HR by employees and managers outside of HR

# Limited Term Employees

- Agreed to category of Limited Term Employee (LTE) in Dec 2019
  - The use of Limited Term employees shall only be for **specific projects with specifically defined project scopes and time frames.**
  - **Hired for no more than 36 months** but can be released prior. Time served as Agency or District Temp will count toward 36-month term limit. No consecutive LTE assignment.
  - District is required to meet with ACE on how LTE will be utilized **prior to hiring an LTE. Must provide a quarterly report to ACE** showing Limited Term assignment, job title and scope of work.

# Proposed Biennial Budget for FYs 2024/25 and 2025/26

February 27, 2024

## Descriptions of 19 New Positions

	Job Classification	Group	Job Description / Justification
1	Pr EEO Analyst (C)	Equal Employment Opportunity Office	Support critical EEO Reporting process
2	Pr Resource Specialist	Office of Sustainability Resilience & Innovation	Grant coordinator – ensure standard operating procedures are in compliance
3	Admin Assistant I	Office of Sustainability Resilience & Innovation	Provide business management support to SRI Group
4	Assoc Engineer	Engineering Services	Condition Assessment/Risk Mgt. and Pressure vessels
5	Engineer	Engineering Services	CIP Expansion – increase in projects to manage
6	Engineer	Engineering Services	CIP Expansion – increase in projects to manage
7	Engineer	Engineering Services	CIP Expansion – increase in projects to manage
8	Admin Assistant III	Engineering Services	Increase in consultant invoices and contracts
9	Sr Training Specialist (C)	Office of Safety Security and Protection	Staff required for regulatory forklift and towing training
10	Pr Info Tech Analyst	Information Technology	Core cybersecurity function of protecting our current operating systems and applications
11	HR Assistant III (C)	Human Resources	Support existing and new programs for Benefits, Health & Voluntary Benefits and Deferred Compensation
12	Pr Admin Analyst (C)	Human Resources	Will ensure compliance with the DOT Drug and Alcohol Testing Program along with medical accommodations
13	Human Resources Analyst III(C)	Human Resources	Ensure maintenance of recruitment improvements including reduced time to fill
14	Human Resources Analyst III(C)	Human Resources	Provide needed support to the Recruiters and Class/Comp Analyst improving time to fill
15	Storekeeper I	Finance and Administration	Position needed to ensure full operation of the inventory control team
16	Pr Accountant	Finance and Administration	Grant accounting - This position will ensure compliance with financial requirements, transparency, and accuracy in reporting grant expenditures and reimbursements
17	Pr Admin Analyst	Finance and Administration	Financial Systems - This position will support existing and planned financial systems upgrades that are necessary for critical operations
18	Executive Assistant II (C)	Office of the General Auditor	Position will be responsible for administrative responsibilities that have been spread out to current audit staff
19	Senior Audit Manager	Office of the General Auditor	The Office of the General Auditor is expanding IT Audit coverage and requires staff who specialize in IT audit to oversee the expansion.

# Temporary Agency Labor – Agency Workers

- Different than a Limited Term Employee, District Temporary or Annuitant – all District employees
- Agency worker is not a District employee rather hired and paid by a staffing agency or organization and supplied to the District

Fiscal Year	Total Temp Labor	HR Temp Labor
2021-2022	31	5
2022-2023	55	3
2023-2024	93	14
2024-2025	71	5

# Objectives of AB 2561

- Address Staffing shortages through transparency and collaboration with the bargaining units
- RFI and PRA to obtain information
- Collaboration and conversations before hearing
- Other public sector organizations and taking a more collaborative approach

# Thank you



Association of  
Confidential  
Employees

