



Board of Directors Committee

Update on Assembly Bill 2561 – Public Agency Vacancy Reporting Requirements

Item 4b

March 10, 2026

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Item 4b Vacancy Reporting

Subject

Public Hearing to receive staff and recognized employee organizations presentations on the status of job vacancies and recruitment/retention efforts, as required by Government Code Section 3502.3 (Assembly Bill 2561) and to receive public comment

Purpose

Update on Vacancies

Background

- Assembly Bill 2561 (AB 2561), effective January 1, 2025
 - Amends Government Code, Chapter 10, Section 3500 with addition of Section 3502.3
 - Objective is to address staffing shortages, promote transparency, improve recruitment and retention efforts, and ensure that recognized employee organizations have a platform to voice concerns.

Requirements

- Public hearing before the Board of Directors
 - At least once per fiscal year.
 - Must be done before budget adoption.
 - Status of job vacancies by Bargaining Unit.
 - Discuss ongoing recruitment and retention efforts.
- Bargaining Units
 - Recognized Bargaining Units have the right to make presentations at the public hearing related to the vacancies in their respective bargaining units.

Budgeted Vacancy Factor vs. Actual Vacant Position

Budgeted Vacancy Factor \neq Actual Vacant Position %

- Budgeted Vacancy Factor
 - This is a financial assumption, not a staffing count.
 - It represents an expected level of savings from positions being vacant at various points during the year.
 - It is applied across the budget to offset costs.
 - It does not mean a fixed percentage of positions are always intended to be vacant.
- Key Point: A 5% budgeted vacancy factor does not mean 5% of positions should be empty on any given day.

Budgeted Vacancy Factor vs. Actual Vacant Position

Budgeted Vacancy Factor \neq Actual Vacant Position %

- Actual Vacant Position % (based on operations)
 - This is a point-in-time vacancy.
 - It measures the number of unfilled positions divided by the total authorized positions.
 - It fluctuates due to:
 - Hiring timelines
 - Turnover
 - Leaves, freezes, or recruitment challenges or delays.
- Key Point: This is about what is actually vacant, not what was assumed for budgeting.

Vacancy Overview

Analysis was conducted on February 9, 2026

| Barg Unit | No. of positions | No. filled | No. vacant | % filled | % vacant |
|----------------|------------------|------------|------------|----------|----------|
| DEPT HEAD - 00 | 4 | 4 | 0 | 100% | 0% |
| UNREP - 01 | 46 | 40 | 6 | 87% | 13% |
| AFSCME - 02 | 1315 | 1192 | 123 | 91% | 9% |
| SA - 03 | 98 | 94 | 4 | 96% | 4% |
| MAPA - 04 | 359 | 334 | 25 | 93% | 7% |
| ACE - 05 | 144 | 126 | 18 | 88% | 13% |
| Total | 1966 | 1790 | 176 | 91% | 9% |

Current Recruitment Activity

Current Recruitment Status

| Recruitment Status | Sum of Total | Percentage |
|--------------------|--------------|------------|
| Beginning | 69 | 40% |
| Middle | 19 | 11% |
| Final | 39 | 23% |
| No Requisition | 44 | 26% |
| Total | 171 | 100% |

Recruitment Data for Calendar Year 2025

Recruitment Data CY 2025

| Barg Unit | No. of Pos Filled by External Hire | No. of Pos Filled by Internal Hire | No. of Pos Filled by Transfer | Total by BU |
|---------------------------|------------------------------------|------------------------------------|-------------------------------|-------------|
| Dept Head & Unrep - 00/01 | 2 | 6 | 0 | 8 |
| AFSCME - 02 | 85 | 19 | 14 | 118 |
| SA - 03 | 2 | 13 | 2 | 17 |
| MAPA - 04 | 13 | 32 | 0 | 45 |
| ACE - 05 | 13 | 6 | 1 | 20 |
| Total | 115 | 76 | 17 | 208 |

Separations vs. Hires – 7 Year Trend

| | Separations | | | Hires | | | |
|---------------|-------------|-------------------|-------------------|---------------|---------------|----------|------------------|
| Calendar Year | Retirements | Other Separations | Total Separations | External Hire | Internal Hire | Transfer | Total Pos Filled |
| 2019 | 88 | 32 | 120 | 155 | 87 | 14 | 256 |
| 2020 | 60 | 17 | 77 | 95 | 70 | 22 | 187 |
| 2021 | 98 | 28 | 126 | 80 | 56 | 11 | 147 |
| 2022 | 83 | 28 | 111 | 111 | 66 | 20 | 197 |
| 2023 | 65 | 19 | 84 | 121 | 77 | 18 | 216 |
| 2024 | 64 | 22 | 86 | 96 | 74 | 13 | 183 |
| 2025 | 57 | 24 | 81 | 115 | 76 | 17 | 208 |
| AVG | 74 | 24 | 98 | 110 | 72 | 16 | 198 |

Recruitment and Retention Efforts

- Surge Staffing
 - Additional Limited Term recruitment staff
 - Request for additional full-time positions through budget cycle. Achieve stabilized staffing level.
- Process Enhancements
 - Eligibility lists
 - Prioritizing recruitments for entry to mid-level
 - Establishing benchmark timelines
 - Clarifying process and order
 - i.e., PCN Administration

Recruitment and Retention Efforts

- Retention
 - Competitive compensation and benefits
 - Improvements to communication
 - Meaningful work
- Investments in employees
 - Ongoing workforce assessment
 - Tuition reimbursement
 - Employee Inspection Trips
 - Training

Active Solutions

- Next Steps
 - Surge Staffing
 - Instituted Eligibility list
 - Improvements to Communication
 - Ongoing Workforce Assessments
 - Employee Connection
 - Highlighting Benefits
 - Continued investment in Employee Training

Questions?

