



Leveraging AB2561

Transforming Compliance into Opportunity

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Regional Government Services

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About RGS: Who We Are

- Founded as a Joint Powers Authority in 2001
- A ready source of local government subject matter experts
- Our clients are - all types government organizations and non-profit agencies

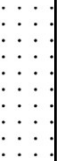
<https://rgsjpa.org/services/>





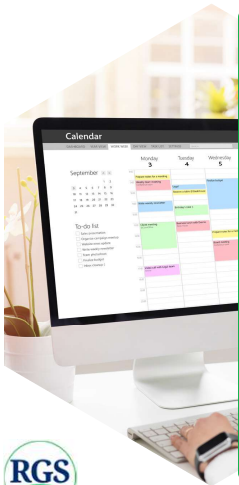
Today's Agenda

- Brief review of AB2561
- Why is data important
- What to track
- How to track
- Analysis and options
- A path to strengthen HR's role
- Key takeaways



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POLL



**Is this your first
AB2561 training?**

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AB 2561 - Why?



- Statewide concern
- Persistent vacancies in public agencies
- Service delivery
- Workload, burnout, and morale



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AB2561 Requirements for California local government agencies

- Comply with AB2561
- Hold public hearing each year prior to budget adoption
- Present data and information



Vacancies, recruitment, retention efforts



Obstacles in the hiring process



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Employee Organizations and Bargaining Units

Agencies must:



Allow these groups to make a presentation during the hearing.



Present additional information if a recognized group has a vacancy rate of over 20% and requests this additional information.



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When should your hearing be scheduled?

Ask the following:

- ❖ Does your governing body understand AB2561?
- ❖ Do your Finance/Budget teams understand their role within AB2561?
- ❖ When does your agency approve its budget?
- ❖ How many employee groups or bargaining units do we have?




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What Workforce Data MUST be tracked?

Allow time to prepare and analyze your 2024 data and review policies and procedures.

- Vacancies
- Recruitment
- Hiring practices
- Retention



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Vacancy Rate over 20% in a single bargaining unit


- Total number of job vacancies within the bargaining unit
- Total number of applicants for vacant positions within the bargaining unit
- Average number of days to complete the hiring process from posting

Opportunities to improve -

- Compensation
- Retention efforts
- And other working conditions



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How to Calculate Vacancy Rate

Total Number of Vacant Positions


Total Number of Positions

Multiply
by 100

=

**Your
Vacancy
Rate**

$(5 \div 25) \times 100 = 20\%$



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Why is workforce data tracking important to your organization?

Pick your top 3



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AB2561: Turning Compliance into Strategy using Data



Opportunity to rethink workforce strategy



Context for review of policy, procedures, activities



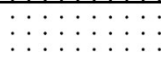
Influence policy and budget decisions



Beyond compliance towards strategy



Provides context for collaboration on systemic issues



HR as a Strategic Partner



Shift perception of HR to strategy



Align HR initiatives with organizational goals

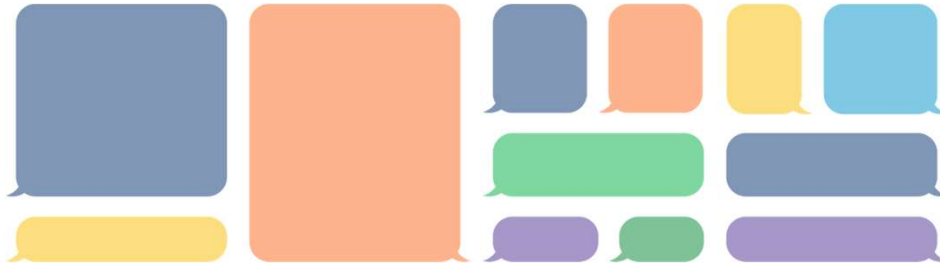


Data-driven decision-making partner



What data does your organization collect now?

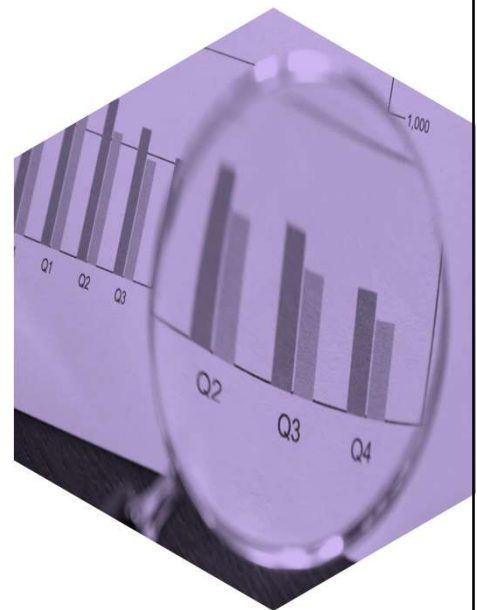
Click on the link in the Chat to add to the Word Cloud.



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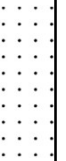
The Data you track is important

- Position allocation report
- Organization wide turnover or vacancy rate
- Turnover by bargaining unit, department, and supervisors
- OT and leave usage



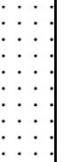
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Recruitment, Hiring, and Background Processes



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Data re: Recruitment funnel



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Data re: HIRING funnel

- ❖ Hiring manager interviews scheduled
- ❖ Hiring manager request for approval to hire a specific candidate
- ❖ Conditional offer letter



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Data re: BACKGROUND funnel

- Reference Check
 - Background
 - Livescan
 - Pre-employment drug screen
 - Pre-employment medical
- ✓ Scheduling
 - ✓ Appointment
 - ✓ Results

**Start
Date**



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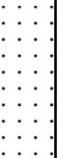
Sample Spreadsheet



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Data Tracking re: Possible factors of retention

- Employer of choice in your region
- Employee experience and engagement surveys
- Unique aspects of your organizational culture
- Regular salary and benefits surveys
- Benefit offerings
- Exit interviews



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How to Track - Timing of Data Tracking



Annually



Quarterly



Real-time



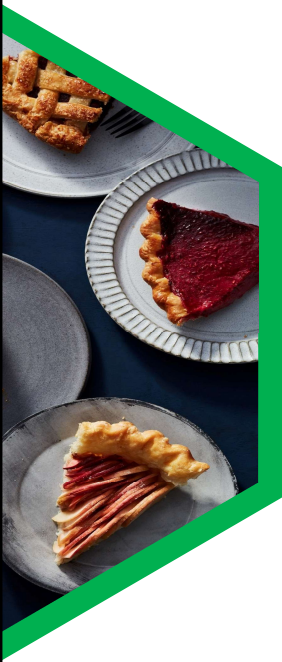
External reporting



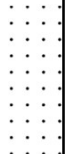
Internal reporting



Tracking Data for Your Organization



- ❖ Whole organization
- ❖ Bargaining Unit
- ❖ Department
- ❖ Supervisor
- ❖ Job Classification



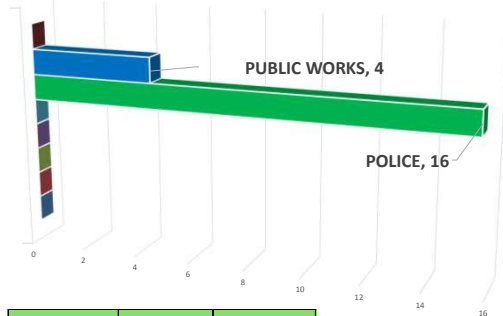
Sample City Data Visualization

City Vacancy % Rate = 7

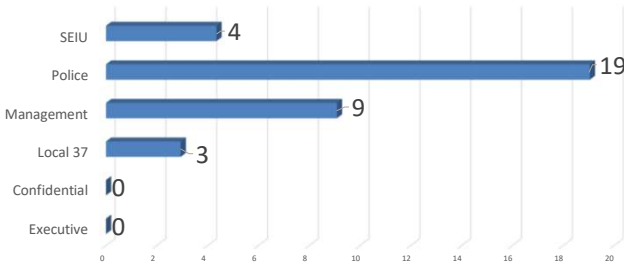
City Turnover % Rate = 16

City Average Days to Hire = 195

Dept
Vacancy
% Rate



BU Vacancy %Rate



Total # of Hits	Total # of Applicants	Total # of Qualified Candidates
1136	855	220
Average # of Hits	Average # of Applicants	Average # of Qualified Candidates
67	50	13



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Analyzing and Acting on Data Trends

- Quarterly recruitment close dates vs Annual, continuous, or open until filled
- Hiring - Identify bottlenecks
- Recruitment -marketing plans, selection processes, quality of hires
- Background check process- Identify bottlenecks



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Employee Value Proposition (EVP)



Benefits and experience an employer provides to employees:

- ✓ Retention
- ✓ Results
- ✓ Salary
- ✓ Career Development
- ✓ Workplace culture and leadership

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Why Strategic Recruitment Matters

Post and Pray Method



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Target and Engagement Method

- Advertise to attract candidates using targeted marketing
- Keep candidates interested throughout the hiring process
- Develop a candidate-centric perspective
- Promote Employee Value Proposition to engage candidates



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**Does your organization
conduct employee
engagement surveys?**



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Employee Engagement

Assess the effects of:

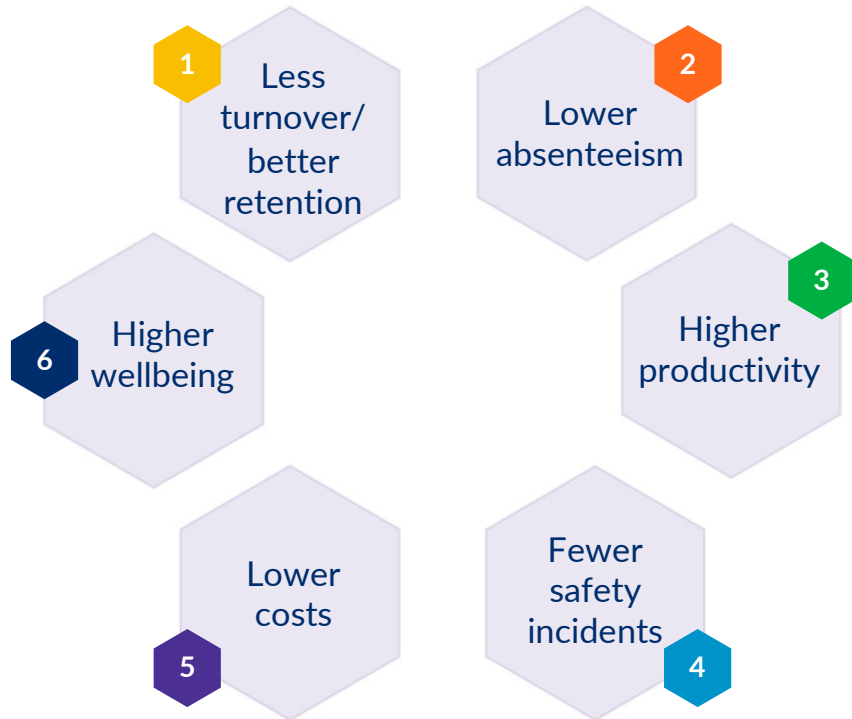
-  Workplace culture
-  Policies and practices
-  Leadership

On employee retention and performance



Gallup Says

Employees, who are involved in, enthusiastic about their work and workplace:



<https://www.gallup.com/394373/indicator-employee-engagement.aspx>

A Path to Strengthen HR's Strategic Role



Establish Data Governance

- Establish policies, processes, and roles that ensure the quality, security, and proper usage of data and its analysis throughout its lifecycle
- Identify data to measure
- Identify who will be responsible for HR metrics
- Establish a workforce metrics dashboard



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Apply the Metrics

- ❖ Integrate workforce data into regular management communication
- ❖ Identify quick wins for process improvements
- ❖ Schedule regular workforce planning discussions
- ❖ Develop a long-term talent strategy
- ❖ Implement improvements



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Possible Organizational Outcomes

- Workforce data and trend used for decision making
- HR seen as a collaborative partner
- Policy development for enhanced recruitment, hiring, and retention
- Budget priorities include workforce investment



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RGS Can Help You



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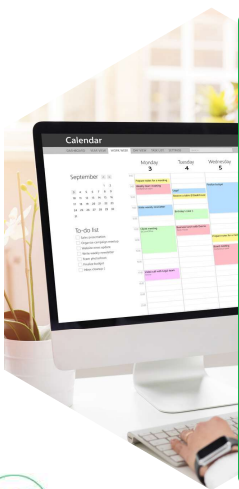
Key Takeaways and Next Steps

- ✓ AB 2561 compliance - an opportunity to drive workforce improvements
- ✓ A system to measure change
- ✓ HR -can be proactive in shaping workforce strategies
- ✓ Partnerships across the organization ensure sustainable success.



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Q&A AND DISCUSSION



Have additional questions?

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