

CITY COUNCIL AGENDA ITEM NO. F.2
05/27/2025

SUBJECT: Public Hearing in Compliance with Assembly Bill 2561 / Government Code Section 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts

DEPARTMENT: Human Resources

STAFF: Teresa Fairbanks, Acting Human Resources Director

TITLE/RECOMMENDATION

Public Hearing in Compliance with Assembly Bill 2561 / Government Code Section 3502.3 Regarding Vacancies, Recruitment, and Retention Efforts.

Staff recommends that the City Council receive the presentation for informational purposes during the public hearing, at which City staff will report on workforce vacancies, recruitment, and retention efforts.

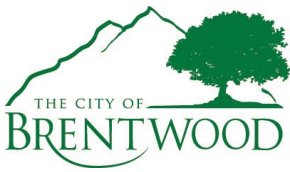
FISCAL IMPACT

There is no direct fiscal impact associated with conducting the public hearing required under Government Code Section 3502.3.

BACKGROUND

In response to Assembly Bill 2561 (AB 2561), signed into law on September 22, 2024, the City of Brentwood presents this report in compliance with new transparency requirements related to staffing vacancies. AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. Among other requirements, the bill mandates that public agencies conduct a public hearing to present the status of vacancies, recruitment, and retention efforts before the agency's governing body at least once per fiscal year prior to the adoption of the next fiscal year's budget and identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process. Effective January 1, 2025, AB 2561 was enacted into law and is codified as Government Code Section 3502.3.

This report includes data for calendar year 2024.



CITY COUNCIL AGENDA ITEM NO. F.2
05/27/2025

AB 2561 amended the Meyers-Milias-Brown Act by adding Government Code Section 3502.3, which requires local public agencies to enhance transparency and accountability in public sector staffing. The purpose of AB 2561 is to address growing concerns over staffing shortages in public agencies. To mitigate these impacts, the law requires agencies to report the following:

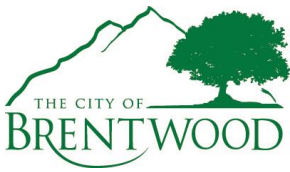
1. Public Hearing – Present the status of vacancies and recruitment and retention efforts

As of December 31, 2024, the City had 340 full-time equivalent (FTE) budgeted positions, with 323 FTE's represented by a recognized bargaining unit. The City's vacancy rate as of December 31, 2024 was 11%.

Month	Vacancies	Hires	Separations	Promotions	FTEs	Vacancy Rate
January	30.5	7	2	1	330	9%
February	26.5	6	2	0	330	8%
March	22.5	5	1	0	330	7%
April	27.5	2	7	0	330	8%
May	26.5	3	2	1	330	8%
June	25.5	1	0	1	330	8%
July	37.5	2	4	0	340	11%
August	35.5	5	3	3	340	10%
September	38.5	2	5	2	340	11%
October	41.5	1	4	0	340	12%
November	40.5	2	1	2	340	12%
December	38.5	3	1	2	340	11%

2. Identify any policies or practices that may hinder hiring or retention

Staff have reviewed City policies and practices and did not find anything hindering the City's hiring or retention at this time. Staff will continue to make this review a priority. If any policies or practices are identified that may hinder hiring or retention, staff will inform the City Council.



3. Employee Organization Participation

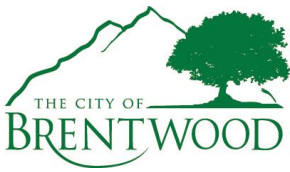
Per AB 2561, the City must allow the recognized employee organization for each bargaining unit at the City to make presentations during the public hearing concerning vacancies and recruitment and retention efforts. (Gov. Code § 3502.3(b)) The Human Resources Department notified represented bargaining units at the City of the opportunity to present, and received no statement of interest from any of the units to do so.

4. Additional Reporting for High Vacancy Rates

If vacancies within a single bargaining unit meet or exceed 20% of authorized full-time positions in that bargaining unit, upon request of the recognized employee organization for that bargaining unit, the City must provide additional information during the public hearing, including applicant volume, hiring timelines, and efforts to improve compensation, benefits, and working conditions. (Gov. Code § 3502.3(c))

At the end of calendar year 2024, the City's six (6) bargaining units with recognized employee organizations, were all under the 20% vacancy rate. While the executive and senior management employees are unrepresented and not a recognized employee organization, staff found that they too fall under the 20% vacancy rate. The vacancy rate is summarized in the table below:

Bargaining Unit	Vacancy Rate
Brentwood Employees' Association-Miscellaneous Office Division	12%
Brentwood Employees' Association-Public Works Division	11%
Brentwood Police Lieutenants Group	0%
Brentwood Managers and Confidential Employees' Association	5%
Brentwood Supervisors and Professional Employees' Association	14%
Brentwood Police Officer's Association	9%*
* Three (3) Police Officer vacancies are "under-filled" by Police Officer Trainees graduating in calendar year 2025.	



CITY COUNCIL AGENDA ITEM NO. F.2
05/27/2025

Unrepresented	Vacancy Rate
Unrepresented Executive & Senior Management	18%

CITY COUNCIL STRATEGIC INITIATIVE

Not Applicable.

PREVIOUS ACTION

Not Applicable.

DATE OF NOTICE

May 9, 2025

ENVIRONMENTAL DETERMINATION

Not Applicable.

ALTERNATIVE OPTION(S)

Staff does not recommend any alternative options to ensure that the City has a final report on file to be compliant with Assembly Bill 2561 / Government Code Section 3502.3

ATTACHMENT(S)

1. Exhibit A – AB 2561 FY 2024/25 Presentation