



Folsom City Council Staff Report

MEETING DATE:	5/27/2025
AGENDA SECTION:	Public Hearing
SUBJECT:	Presentation by Staff in Compliance with Assembly Bill 2561/Government Code Section 3502.3 Regarding City Vacancies, Recruitment and Retention Efforts
FROM:	Human Resources Department

RECOMMENDATION / CITY COUNCIL ACTION

Assembly Bill (AB) 2561 mandates that public agencies hold at least one (1) public hearing per fiscal year to discuss vacancies, recruitment and retention efforts. This communication, along with the public presentation, discusses the City's legal obligations under the new law, which took effect on January 1, 2025. The presentation is provided for informational purposes only and offers an overview of the City's vacancies, recruitment and retention efforts.

Staff recommend that the City Council receives the presentation for informational purposes during the public hearing. The City's recognized labor organizations have been provided with an opportunity to make a presentation on such subjects.

BACKGROUND / ISSUE

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. Furthermore, the purpose of the legislation is to promote transparency in public sector employment practices. The bill mandates that public agencies conduct a public hearing to present the status of vacancies, recruitment and retention efforts during a public hearing before the agency's governing body at least once per fiscal year prior to the adoption of the next fiscal year's budget (Gov. Code § 3502.3(a)(1)), and identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process (Gov. Code § 3502.3(a)(3)). The bill was enacted into law and is codified as Government Code section 3502.3, effective January 1, 2025.

ANALYSIS

In compliance with the new legal obligations, the City reports the following:

1. Public Hearing – Report on Vacancies: For the 2024 calendar year, the City’s annual average percentage of vacancies (i.e., regular, full-time equivalent) is 7%. The table below shows a breakdown of the percentage of vacancies (regular full-time equivalent) at the beginning of each month:

2024	Number of Vacancies Beginning of the Month (City wide)	Number of Separations	Number of New Hires	Number of Budgeted FTE's	Percentage of Vacancies
Jan	36	5	4	490.5	7%
Feb	38	3	4	490.5	8%
Mar	34	5	10	490.5	7%
April	35	3	3	490.5	7%
May	33	4	5	490.5	7%
June	30	3	6	490.5	6%
July	39	1	3	503.5	8%
Aug	38	5	6	503.5	8%
Sept	35	1	3	503.5	7%
Oct	34	1	2	503.5	7%
Nov	34	3	5	503.5	7%
Dec	37	9	6	503.5	7%
AVERAGE					7%

- Filling some of our vacant positions has proven to be a challenge, especially for roles that require specific skills or experience. Like many organizations, we're seeing a smaller pool of applicants and more competition for qualified candidates. To help address this, we have intensified our recruitment efforts by expanding job advertisements across multiple platforms, including industry-specific websites, our official website, and social media channels. We're also tapping into local networks and professional groups to increase visibility and attract a diverse applicant pool.
2. Employee Organization Participation: The Human Resources Department notified the six (6) represented bargaining units at the City the opportunity to present (Gov. Code § 3502.3(b)), satisfying the requirement to 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.
 3. 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 the following: (1) the total number of vacancies within the bargaining unit; (2) the number of applicants; (3) the average number of days to fill positions; and (4) opportunities to improve

compensation and working conditions for employees in the bargaining unit (Gov. Code § 3502.3(c)).

In the 2024 calendar year, all bargaining units within the city maintained vacancy rates below 20%, as summarized below:

2024 Annual Average Vacancy Rate	
Bargaining Unit	Percentage
International Union of Operating Engineers (Local 39)	6%
Folsom Middle Management Group (FMMG)	17%
Folsom Police Officers Association (FPOA)	7%
Folsom Police Management (FPMA)	0%
Sacramento Area Firefighters (Local 522)	3%
Folsom Fire Middle Management Employees (CFFDMME)	0%

2024 Annual Average Vacancy Rate	
Unrepresented Unit	Percentage
Confidential	12%

FINANCIAL IMPACT

There is no direct fiscal impact associated with conducting the public hearing required under Government Code section 3202.3.

Respectfully Submitted,



Allison Garcia, Human Resources Director