



## COUNCIL REPORT

**DATE:** June 10, 2025

**CATEGORY:** Public Hearing

**DEPT.:** Human Resources

**TITLE:** **City of Mountain View Vacancies and Recruitment and Retention Efforts (Assembly Bill 2561)**

### **RECOMMENDATION**

Convene a public hearing pursuant to Government Code Section 3502.3, Assembly Bill 2561 (Attachment 1 to the Council Report), to receive a Fiscal Year 2024-25 report on City of Mountain View vacancies and recruitment and retention efforts.

### **BACKGROUND**

Assembly Bill (AB) 2561 is a new law that requires public agencies to hold a public hearing at least once each fiscal year to report on employee vacancies and to share current and future strategies related to recruitment and retention. This report outlines current City of Mountain View (City) vacancy data, ongoing recruitment and retention efforts, and anticipated workforce challenges and opportunities under the new law and is for informational purposes only.

AB 2561 (Government Code Section 3502.3), effective January 1, 2025, was introduced to increase public transparency regarding job vacancies and workforce planning in local government. Under the new law, the City is required to do the following:

1. **Public Hearing:** At least once each fiscal year, at a public hearing before the City Council; City staff must present information regarding the status of vacancies, recruitment, and retention efforts 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) (1), (3))

If the City Council adopts an annual or multi-year budget during the fiscal year, this presentation must occur prior to the City Council's adoption of the final budget for the City. (Gov. Code § 3502.3 (a) (1), (2))

2. **Employee Organization Participation:** 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 if they so choose.

There are four (4) bargaining units at the City of Mountain View, and all have been invited and indicated that they plan to attend and present at the public hearing. (Gov. Code § 3502.3 (b))

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: (1) the total number of vacancies; (2) the number of applicants; (3) the average time to fill positions; and (4) opportunities to improve compensation and working conditions for employees in the bargaining unit. (Gov. Code § 3502.3 (c))

At the time of this report, no City bargaining unit meets or exceeds the 20% threshold.

## **ANALYSIS**

### **Current Vacancy Snapshot (As of May 19, 2025)**

The following snapshot reflects stable staffing across the bargaining units with targeted efforts continuing in areas with higher vacancy rates.

**Table 1: Vacancy Snapshot**

<b>Bargaining Group</b>	<b>Budgeted FTE</b>	<b>Filled FTE</b>	<b>Vacancy Rate</b>
EAGLES	261.5	243.0	7.07%*
Service Employees International Union (SEIU)	192.0	164.5	14.32%
Mountain View Professional Firefighters, Local 1965 (MVFF)	68.0	59.0	13.24%*
Police Officers Association (POA)	107.5	103.5	3.72%
Unrepresented	80.50	76.50	4.97%
	<b>709.5</b>	<b>646.5</b>	<b>8.88%</b>

\* New employees are being hired and onboarded before the end of the Fiscal Year, which decreases the vacancy percent (see below)

There are seven (7) new hire employees scheduled to onboard before fiscal year-end, which improves the projected vacancy rates listed above:

- EAGLES: Reduced to 6.69% (two hires, one retirement)
- MVFF: Reduced to 9.26% (four hires)
- Overall Citywide: Improved to 8.03% overall

### **Recruitment Challenges and Strategic Initiatives**

Across the public sector, Human Resources (HR) professionals are finding the most persistent recruitment challenges are concentrated in roles that require technical expertise (planning, engineering, specialized utilities, etc.) or specialized public safety (Dispatchers, Police Officers).

While the Police Officers Association (POA) currently has the lowest vacancy rate in more than seven years, which is a significant achievement, the City is preparing for future retirements. Projections indicate that 10 to 15 sworn personnel will be eligible to retire in the next two to three years, which could impact public safety operations. In response, the City has rolled out new efforts to maintain staffing stability and continue to deliver high-level public safety service.

### **Enhanced Recruitment and Retention Efforts**

The City has expanded outreach through job fairs, partnerships with academies, and targeted advertising to attract qualified candidates who reflect the professionalism and integrity our community and organization expects. A key component of this success has been the dedicated recruitment team comprised of staff from HR and the Police Department. The departments work closely to develop outreach strategies, identify talent, and ensure a positive and responsive experience for candidates.

Recruiting for public safety positions, especially, Police Officers and Dispatchers, remains a challenge across California. The hiring process is complex, including written exams, physical agility tests, background investigations, psychological evaluations, and medical assessments. Dispatcher roles also require specialized testing to assess readiness for high-pressure, fast-paced environments. The City continues to meet the rigorous standards required by the California Commission on Peace Officer Standards and Training (POST) while improving hiring efficiency. Enhancements to background processing and interview scheduling have reduced delays without compromising the quality of our hires.

Despite the complexity, the City is focused on hiring individuals who align with community values and can thrive in these essential roles. While timelines can be longer, we value quality over speed.

The City is investing in strategies that support the professional development and well-being of our current workforce. New initiatives around mentorship, leadership development, and wellness are helping to build long-term employee engagement.

The City is also investing in long-term strategies that reflect both local needs and national workforce trends:

- **Recruitment Infrastructure:** Use of NEOGOV “Insight and Attract” to support expanded outreach, candidate tracking, and a more user-friendly applicant experience.
- **Compensation and Incentives:** Targeted hiring bonuses and competitive base salaries aligned with regional benchmarks.
- **Internal Growth and Mobility:** A strong emphasis on promoting from within, succession planning, and leadership coaching.
- **Process Improvements:** Continuous review of hiring procedures to eliminate bottlenecks and reduce time-to-hire.
- **Employee Culture and Well-Being:** Promotion of mental health and wellness, paid family leave, and fostering a supportive organizational culture

## **EMPLOYEE EXPERIENCE, WELLNESS, AND DEVELOPMENT**

Employee investment is a core priority of the City, and the City is well-known as one of the best public agency organizations to work for in California. Backed by the Fiscal Year 2025–26 Human Resources Budget, the City is committed to building a positive employee experience.

One of the most meaningful additions is the Paid Parental Leave Pilot Program, launched in Fiscal Year 2023–24. This benefit provides up to 320 hours, the equivalent of eight weeks of paid leave, to all benefitted employees for each qualifying event, such as the birth of a child, adoption, or foster care placement. The program highlights the City’s commitment to work-life harmony and employee well-being. Funding in the amount of \$1.2 million was approved for Fiscal Year 2024-25, with continued funding recommended in the upcoming Fiscal Year 2025–26 Budget.

Other key employee-focused efforts include:

- Multiple employee events, including two appreciation luncheons, “fun grants,” an employee appreciation breakfast, and the City Manager’s Annual Update that promotes employee recognition and connection;
- A Wellness Incentive Program that saw record participation, offering a variety of physical, financial, and emotional wellness tools. Each department also received discretionary wellness funds, used for events, customer service training, ergonomic tools, team-building activities, and staff retreats. These efforts help departments support a positive workplace culture, strengthen teams, and promote overall employee well-being;
- Lead Worker Certificate Program, a certificate program for supervisors and front-line employees who are current or aspiring crew leaders
- Supervisor Certificate Program, offering six training sessions on skill development for supervisors or aspiring supervisors
- Offering over 30 free training courses on various subjects for all employees, including strategic planning, business writing, Word and Excel training, presentation skills, communication skills, resolving interpersonal conflicts, and enhancing emotional intelligence, among many others;
- Managers Forum, a training program for over 100 management-level employees to foster leadership development and cross-department collaboration, held two-three times per year;
- Employee participation in Leadership Mountain View, Santa Clara County Leadership Academy, and the City of Mountain View Leadership Development Program;
- Continued support through enhanced benefits, such as student loan assistance, housing support, financial wellness coaching, and flexible hybrid work options.

Looking ahead, the City is exploring new ways to support, develop, and celebrate employees through expanded training, engagement programs, and recognition tools.

Recruitment and retention continue to be top priorities for departments, employees, and labor partners. This report reflects the City’s proactive response to workforce needs and its ongoing commitment to a thriving organizational culture.

These efforts are not just about filling roles; they are about supporting the workforce that is shaping the Mountain View of Tomorrow. Through cross-department collaboration, strong partnerships with labor groups and leadership, the City is building a workforce that is well-supported, resilient, and ready to meet the future.

### **FISCAL IMPACT**

There is no direct fiscal impact associated with this hearing. All recruitment, retention, and engagement strategies are supported within the Fiscal Year 2024–25 Adopted Budget and Fiscal Year 2025-26 Recommended Budget.

### **LEVINE ACT**

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a “license, permit, or other entitlement for use” if the official has received a campaign contribution exceeding \$500 from a party, participant, or agent of a party or participant within the last 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the Fair Political Practices Commission website: [www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html](http://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html)

Please see below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

### **EXEMPT FROM THE LEVINE ACT**

☒ General policy and legislative actions

**PUBLIC NOTICING**—Agenda posting, and public hearing notice published in the Palo Alto Daily Post.

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Attachment: 1. Government Code Section 3502.3, Assembly Bill 2561

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