



## City Council Staff Report

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**Subject:** City Personnel Vacancies

**Date:** June 24, 2025

**Submitted By:** Elise Hardy, Management Analyst  
Tameka Usher, Administrative Services Director

**Department:** Administrative Services - Human Resources

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**Recommendation:**

Receive a Presentation for Information Purposes in Compliance with California Assembly Bill 2561.

**Background:**

Assembly Bill (AB) 2561 is intended to highlight 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 presentation to present the status of vacancies, recruitment, and retention efforts during a public meeting 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. The bill was enacted into law and is codified as Government Code section 3502.3, effective January 1, 2025.

The bill requires the following:

1. **Public Presentation – Report on Vacancies:** For the fiscal year 2024/25, the City's annual average percentage of vacancies (i.e., regular, full-time equivalent) is 12.2%.
2. **Employee Organization Participation:** Allow the recognized employee organization for each bargaining unit at the City to make presentations during the public meeting concerning vacancies and recruitment and retention efforts. The Human Resources Division notified the four (4) represented bargaining units at the City of the opportunity to present. (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, 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).)

For Fiscal Year 2024/25, all the City's bargaining units with recognized employee organizations were under the 20% vacancy rate, as shown in the following table.

Labor Organization	FY 2024/25 Vacancy Rate Percentage
Public Services Employees (AFSCME)	17.7
Firefighters, Local 3847	11.9
Rocklin Police Officers' Association	7.3
Rocklin Police Officers' Association – Public Safety Managers' Bargaining Unit	0.0
Management, Confidential, and Unrepresented	11.1

**Fiscal Impact:**

There is no direct fiscal impact from the staff recommendation.