



# Vacancy Status Report

(Assembly Bill 2561)

Public Hearing

Hollister City Council

June 9, 2025

Presented by: David Mirrione, City Manager



# What is AB 2561?

Assembly Bill 2561 requires local government agencies in California to publicly report on workforce vacancies, recruitment efforts, and retention challenges prior to budget adoption. If the vacancy rate in a bargaining unit is below 20% the requirement is to present the following information:

1. Information on job vacancies;
2. Recruitment and retention efforts; and
3. Any policies, procedures, and recruitment activities that may present obstacles in hiring.

## Purpose:

- Increase transparency in public sector employment
- Identify and address staffing gaps in critical services
- Promote public awareness of recruitment and retention efforts



# Additional Reporting Requirements 20% & Above

Additional reporting obligations may apply if the vacancy rate in a bargaining unit meets or exceeds 20%.

These requirements include:

1. The total number of job vacancies within the bargaining unit;
2. The total number of applicants for vacant positions within the bargaining unit;
3. The average number of days to complete the hiring process from when a position is posted; and
4. Opportunities to improve compensation and other working conditions.



# Vacancy Rates by Bargaining Unit

(as of 6/9/2025)

Labor Organization	Represented Classifications	Budgeted FTE	Vacant FTE	Vacancy Rate
Confidential	Professional, Paraprofessional, Technical, Support Staff in Confidential roles.	19	3	15.8%
Hollister Fire Fighter Union (HFFU)	Fire Battalion Chiefs, Fire Captains, Fire Engineers, Firefighters, Fire Inspectors & Deputy Fire Marshal.	47	4	8.5%
Hollister Police Officers Association (HPOA)	Sworn Police Sergeants, Police Officers, Non-sworn Clerical, Records & Support Staff & Animal Control Staff.	58	12	20.7%
Mid-Management Association	Mid-managers, not including Public Safety Management.	15	4	26.7%
Service Employees International Union (SEIU)	Professional, Paraprofessional, Technical, Clerical/Support Staff, Maintenance positions.	62	8	12.9%

*City Total: 222 Budgeted FTE; 39 Vacancies; Vacancy rate = 17.5%*



# Recruitment & Retention Efforts

## Recruitment Efforts:

- All recruitments are open to the public, offering a broad and diverse candidate pool
- Equivalency ratings utilized as needed to allow for flexibility based on City and Department need
- Human Resources Staff actively participate in Career Fairs and Community Events to promote employment opportunities
- Regular job postings on the City's social media platforms and website
- New recruitment software (NeoGov) implemented 7/2023 has improved efficiency for HR, applicants and hiring managers
- Job-specific career boards are used for targeted advertising, often at no cost
- Email blasts are sent to neighboring agencies, foundations and local law enforcement academies
- Job interest cards notify subscribed users when positions of interest open
- Customized job flyers highlighting details about the City, Department and/or Division
- Pre-employment physicals removed for administrative roles to streamline onboarding
- Sworn, Police Officer specific recruitment and retention bonus

## Retention Efforts:

- Competitive Compensation & Benefits
- Education & Career Development offered (Tuition reimbursement, professional certification pay, etc.)
- Special assignment opportunities to encourage skill development and growth
- Flexibly staffed positions provide career path opportunities
- Longevity Pay for long-term service
- Market salary studies and adjustments when necessary
- Exit interview survey sent to departing employees to enhance the experience for current and future employees

\*New hires/promotions since July 1, 2024: 18 FTE

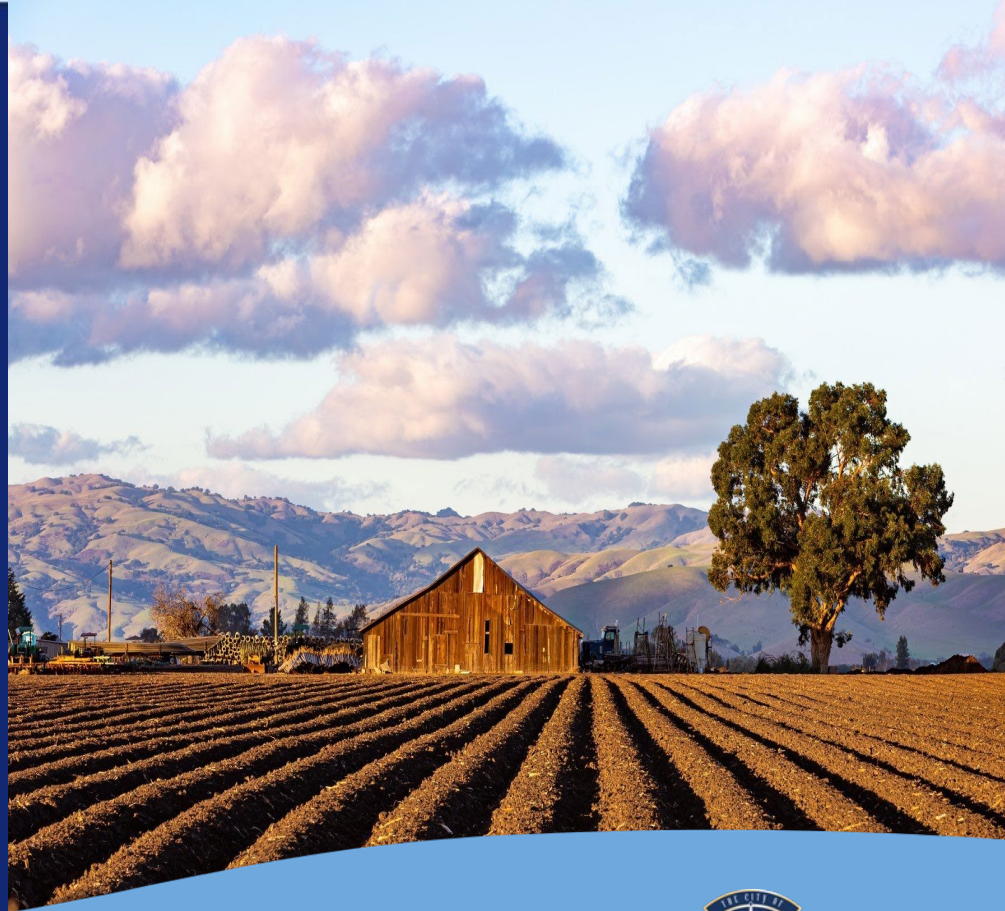


# Recruitment Obstacles & Challenges

- Candidates not meeting minimum qualifications
- Non-responsiveness to testing or interview invitations
- Voluntary candidate withdrawal from the recruitment process
- Failure to pass required testing components
- Incompatibility with City/Department standards
- Failure to pass the pre-employment background check process

## Time to Fill Influenced By:

- Open/Continuous Recruitments (Police Officer Trainee opened 2/2024 & Police Officer Lateral, Academy Grad & Academy Attendee opened 8/2023)
- Multi-step testing processes requiring external rater participation
- Applicant availability to complete pre-employment background process
- Time needed to negotiate hiring terms
- Resignation notice time
- Utilizing an active Eligibility List
- Academy Start Date (Police Officer Trainee New Hires)



# Additional Reporting for 20% & Higher

(Represented Groups Only)

## Hollister Police Officers Association Vacancy Rate: 20.7%

1. Number of vacancies: 12
  2. Number of applicants (FY 24/25):
    - Police Officer Trainee: 250 applicants (4 hired since 7/1/25)
    - Police Lateral, Academy Grad/Attendee: 89 applicants (0 hired since 7/1/25)
    - Police Sergeant: 11 applicants (1 promoted)
    - Animal Control Officer: 74 applicants (in-progress)
    - Multi Services Officer: 89 applicants (in-progress)
  3. Average number of days to fill: 180+ days
- Breakdown as follows:
- Average number of days open: open/continuous or 25 days
  - Average number of days for review and testing: open/continuous or 65 days
  - Average number of days for pre-employment process: open/continuous or 90 days

The City continues to evaluate opportunities to enhance compensation and working conditions to support recruitment and retention. Examples include but are not limited to:

- Continuing good faith bargaining with represented units
- Conducting salary and classification studies
- Exploring enhancements to benefits packages
- Reviewing and updating specialty incentive pays
- Investing in workplace improvements and updated equipment
- Update job classifications to bring MQs to industry standard



# Additional Reporting for 20% & Higher

(Represented Groups Only)

## Mid-Management Vacancy Rate: 26.7%

1. Number of vacancies: 4
2. Number of applicants (FY 24/25):
  - Associate Engineer: 9 applicants (1 hired)
  - Senior Planner: 2 applicants (failed recruitment)
3. Average number of days to fill: 73.5 days

Breakdown as follows:

- Average number of days open: 25 days
- Average number of days for review and testing: 25 days
- Average number of days for pre-employment process: 23.5 days

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- Conducting salary and classification studies
- Exploring enhancements to benefits packages
- Reviewing and updating specialty incentive pays
- Investing in workplace improvements and updated equipment
- Update job classifications to bring MQs to industry standard



Questions?

