

August 11, 2021

LAC Sustainability Committee Meeting

Present: Mary Going Mary Forte Mary Jo Cook Nathaniel Dumas Ada Chan

1. **Approval of June Committee meeting Minutes:** Moved by Mary Going, All approved
2. **Public Works Open Requests:**

552 requests as of August 4th – from 130 page public works report.

Jaimie’s strategy to have a dedicated Painter works! There is only 1 outstanding requests for Painting/touch ups.

Electrical, plumbing, structural – are the main requests left open. Around 40 electrical, 20 plumbing and 65 structural requests. These are NOT capital issues.

How many days the work orders are opened before they get closed?

AC/MF FOLLOW UP WITH DIANE: What is the measure of success? How does this compare to previous years? What is this a reflection of? What metrics are they using to track tickets? Can we see the dashboard?

Committee Goal for this Agenda Item: To come up with a *meaningful* Public Works ticket report that the committee can get regularly as a standing item so we can understand how PW services to our libraries are going.

3. Speaking Points:

- Currently OPW has 20 FT/ PPT custodian vacancies out of approximately 44 positions
- OPL custodial unit has 2 PPT vacancies
- The recruitment process was moving forward there were 120 plus candidates that met the MQ's unfortunately DHRM has restricted assessors to outside candidates only. This has prolonged the process and held up filling these critical positions.
- An exam testing location was identified today 8/5, so DHRM will be proceeding with securing assessors and sending invitations to candidates
- OPW has had to use PT staff to cover the vacancies which causes them to exceed their maximum allotted hours (990 per year), requiring that they be laid off and ultimately resulting in a lack of coverage until the new fiscal year.
- The recruitment/ hiring process must be expedited for this classification so OPW can provide adequate custodial support and clean, safe, and healthy facilities

Goal: Have HR move forward with testing and fill positions ASAP. Regardless if the testers are Oakland Staff or External Reviewers.

Strategy: Have commission members contact council members and encourage them to check in with HR to push for waiving external review requirement if that is a barrier to moving forward with the scheduled test, and move forward with testing to fill positions ASAP. Delay is not acceptable.

AC - CONFIRM

- number of vacancies for OPL total custodians/vacancies.
- What is the test date?

MJC – To develop Template email and speaking points – to be forwarded to members to share with their council members

If test date is before Aug 30th we will send out to all committee members, if after, we will report at LAC.

October 13th Agenda:

- Invite Calvin to October 13th meeting (?) update on where the process is, next steps etc.
- Dashboard / Public Works report
- Measure Q Update from Jamie