



# San Luis Obispo Local Agency Formation Commission

**TO: MEMBERS OF THE COMMISSION**

**FROM: ROB FITZROY, EXECUTIVE OFFICER**

**DATE: MAY 15, 2025**

**SUBJECT: PUBLIC HEARING TO CONSIDER ANNUAL WORKFORCE VACANCY REPORT IN COMPLIANCE WITH ASSEMBLY BILL 2561**

## **RECOMMENDATION**

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**Action:** Conduct the statutorily required public hearing regarding LAFCO's current workforce vacancy status and receive and file the below report.

## **WORKFORCE STATUS UPDATE**

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Assembly Bill (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. AB 2561 became effective January 1, 2025, and requires public agencies to hold at least one public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. The public hearing should be conducted before final adoption of the agency's annual budget. To the extent there are any recognized employee organizations, such organizations are permitted to make presentations during the hearing regarding the vacancies, retention, and recruitment efforts. Additional information may be required in the hearing for workforce vacancy rates above 20% of authorized full-time positions.

### **Status of Vacancies**

LAFCO currently has three authorized and budgeted full-time positions: One Executive Officer and two analysts. It has one authorized three-quarter time budgeted position: Commission Clerk. All authorized positions are budgeted and filled and no vacancies exist.

### **Hiring Obstacles**

AB 2561 also requires that during the hearing, the agency must identify any necessary changes to policies, procedures, and recruitment activities that may

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Executive Officer

IMELDA MARQUEZ-VAWTER  
Analyst

MORGAN BING  
Analyst

MELISSA MORRIS  
Commission Clerk

HOLLY WHATLEY  
Legal Counsel

lead to hiring obstacles. Staff have identified no necessary changes to policies, procedures, or recruitment activities that may present obstacles in the hiring process.

### **Recruitment and Retention Efforts**

LAFCO's current staff has been stable in recent years. To attract well-qualified candidates to fulfill LAFCO's mission in a tight labor market is nevertheless challenging. Although LAFCO offers a comprehensive benefit package, candidates tend to focus primarily on the base hourly salary. The Executive Officer seeks to keep LAFCO competitive as an employer by conducting regular surveys of other LAFCOs' salary and benefits packages, as well as comparing our position to similar jobs locally, such as the County of San Luis Obispo. In addition, the Commission's recent action to authorize and budget for a three-quarter time Commission Clerk, enabling the prior Clerk/Analyst position to convert to a full-time Analyst has been beneficial, and has and will continue to allow for upward mobility. LAFCO also provides employees with opportunities to engage in professional development conferences through CALAFCO annual events.