



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council Item No. _____

FROM: City Administrator

SUBJECT: 2019 Youth Education and Service (Y.E.S.) Leadership and Mentoring Program

MEETING DATE: February 5, 2019

RECOMMENDATION:

The City Council will consider and take the appropriate action with respect to the 2019 Commerce Summer Youth Education and Service (Y.E.S.) Leadership & Mentoring Program beginning July 1, 2019.

ANALYSIS:

Over the past twenty years, the Human Resources Department has administered a very successful and valuable Summer Youth Educational and Service Program. This program affords Commerce youth meaningful job placement, and enhances community awareness of City services. The program has been mutually enriching to both youth and the City.

This Leadership & Mentoring program is designed to provide Commerce youth with an opportunity to gain valuable work experience, and serve their City. City of Commerce staff who supervise the youth will also serve as mentors and pass on valuable work/life experience to the students that they supervise.

In 2010, the City Council approved Resolution No. 10-23, establishing the following criteria for this program:

- Current City Resident Activity Card is required for program participation.
- Grandparent Resident Activity Cards are excluded from eligibility.
- Pre-qualified applicants will be selected for employment with participating departments based upon a lottery process. Those applicants not selected by any of the departments will be replaced with applicants from additional lottery drawings.
- Participants must be age 14 to 19 to participate in the program.
- Participation is limited to two (2) summers maximum eligibility.

On March 7, 2017, the City Council approved the 2017 Y.E.S. program, which authorized payment of the California hourly minimum wage, which was \$10.50 at that time, for 2017 Y.E.S. program participants; authorized 100 hours for each participant; and established the number of participants at 85.

On January 1, 2018, the California minimum wage increased to \$11.00 per hour, and staff recommended payment of the California hourly minimum wage of \$11.00 per hour to 2018 Y.E.S. program participants. Furthermore, staff recommended that the hours requirement be maintained at 100 hours for each participant, and that the number of participants be maintained at 80.

This year, the California minimum wage increased to \$12.00 per hour. Staff is recommending payment of the California hourly minimum wage of \$12.00 per hour for the 2019 Y.E.S. program participants, and recommends that the hours requirements be held at 100 hours for each participant and to change the number of participants for the program to 73 in order to maintain the budget.

FISCAL IMPACT:

If the Council approves staff's recommendation, the estimated compensation costs of the program will remain at \$88,000 (current FY 2018/19 budgeted amount). It should be noted that there are additional employment related cost impacts to the Human Resources Department as a result of hiring a significant amount of Y.E.S. workers over a short period of time. Upon the City Council's approval of this item, staff will include the \$88,000 as part of the FY2019/20 proposed budget.

RELATIONSHIP TO STRATEGIC GOALS:

Strategic Focus Area: City Organization – “The City of Commerce is an organization and workplace that encourages innovation, attracts and retains employees through a supportive working environment with competitive salary and benefits. The City will maintain a knowledgeable, skilled and empowered workforce that is committed to provide outstanding service to its residents, businesses, and visitors. **Guiding Principle #2:** Foster an environment that continuously seeks to improve service and organizational responsiveness to internal and external customers.

Prepared by: Ela Pappo, Director of Human Resources
Approved as to form: Noel Tapia, City Attorney
Approved: Vilko Domic, Director of Finance
Respectfully submitted: Edgar P. Cisneros, City Administrator