

Agenda Report

November 18, 2024

TO: Honorable Mayor and City Council

FROM: Department of Housing, MASH Division

SUBJECT: AMEND THE HOUSING DEPARTMENT'S FISCAL YEAR 2025 OPERATING BUDGET BY INCREASING ITS COMPLEMENT OF UNBUDGETED CITY SERVICE WORKER POSITIONS IN THE MUNICIPAL ASSISTANCE, SOLUTIONS, AND HIRING (MASH) PROGRAM BY 16 FULL-TIME EQUIVALENTS (FTE)

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended action is not a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required; and
2. Amend the Housing Department's Fiscal Year (FY) 2025 Operating Budget by increasing its complement of unbudgeted City Service Worker positions in the Municipal Assistance, Solutions, and Hiring (MASH) program by sixteen (16) FTEs to support upcoming City projects including water conservation, public works, and park maintenance efforts.

BACKGROUND:

The Municipal Assistance, Solutions, and Hiring (MASH) program was established in 1977 to provide essential services to the community while offering employment and job training to individuals from high-need areas. MASH operates year-round, employing men and women as temporary maintenance and clerical workers (identified as trainees) for up to two years. Through MASH, trainees acquire hands-on experience and develop the technical and soft skills necessary for securing permanent employment in the public or private sector. Because candidates who live locally are given preference during the recruitment and selection process, MASH promotes local employment, helps bridge skill gaps, and support economic growth within the community.

Increase Unbudgeted CSW FTE Positions for MASH

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MASH's holistic approach, including case management and career development services such as mock interviews and resume building, ensures that trainees are well-prepared to transition into sustainable employment. This program not only supports immediate workforce needs but also builds a foundation for long-term community resilience.

The current unemployment rate in Pasadena is approximately 4.5%, highlighting the importance of sustained job training programs. Hands-on job training programs like MASH contribute significantly to reducing recidivism and improving employment outcomes. Employment-focused programs have been shown to reduce recidivism by up to 30% and boost job retention rates by 60%. The recommended increase in MASH City Service Worker (CSW) FTE positions aligns with these findings, enhancing community stability and fostering long-term job security for marginalized groups facing barriers to employment.

MASH has demonstrated substantial success in providing hands-on job training opportunities across 11 different City departments, including Pasadena Water and Power and Parks, Recreation, and Community Services. This unique approach equips trainees with versatile skills, increasing their employability and aligning with career goals. MASH places 100% of its trainees in on-the-job training assignments referred to as "cross-training", with over 90% of last fiscal year's trainees securing permanent employment. The majority of the jobs were in the public sector with good starting wages, benefits, union representation and opportunities for future upward promotion.

The proposed additional CSW FTE positions will support upcoming projects, such as water conservation, public works, and park maintenance which will be managed by other City departments. These positions are essential to maintaining the quality and pace of community services, directly enhancing the quality of life for Pasadena residents.

The FTE authorization of the additional sixteen (16) unbudgeted CSW positions for the MASH program (which currently has 55 such positions) will reside in the Housing Department budget, while existing appropriations in the operating budgets of other City departments will fund these positions as they are utilized for their respective projects.

COUNCIL POLICY CONSIDERATION:

This action supports the City Council's strategic goals of promoting economic development, enhancing the quality of life, and creating pathways to employment. The increase in unbudgeted FTE CSW positions will strengthen MASH's capacity to meet community needs while contributing to Pasadena's workforce development initiatives.

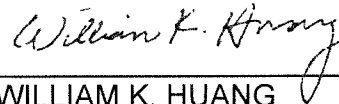
ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060(c)(2), 15060(c)(3), and 15378. The proposed action to increase the number of temporary FTE CSW positions is an organizational and administrative action (i.e., a personnel-related action) that would not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a “project” subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

There is no fiscal impact to the Housing Department’s FY 2025 Operating Budget. The recommended additional sixteen (16) FTEs will be funded by existing appropriations within the operating budgets of other City departments when they request a cross-training MASH worker through the MASH program.

Respectfully submitted,



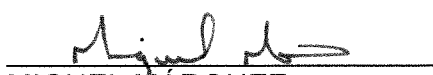
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