



**COUNTY OF LOS ANGELES
DEPARTMENT OF HUMAN RESOURCES**

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June 16, 1995

*Review 6-10
11:00 AM
1048*

To: Department Heads
From: Michael J. Henry *MJH*
Director of Personnel

Subject: **CONTRACT LANGUAGE TO ASSIST IN PLACEMENT ACTIVITIES**

Effective immediately, departments with service contracts over \$250,000 submitted for Board approval shall request the Contractor to give first consideration in their future hiring to qualified permanent County employees targeted for layoff. This is consistent with my memo of April 25, 1995 to all department heads regarding this department's coordination of workforce reduction activities.

All future contracts which are still being negotiated and will be submitted to the Board, should include a provision, such as the one below.

CONSIDERATION OF HIRING COUNTY EMPLOYEES TARGETED FOR LAYOFFS

Should Contractor require additional or replacement personnel after the effective date of this Contract to perform the services set forth herein, Contractor shall give first consideration for such employment openings to qualified permanent County employees who are targeted for layoff after the effective date of this contract.

My staff will be reviewing all new or renewal service contracts over \$250,000 submitted to the Board for approval to assure this issue is addressed. If modifications to the above language are necessary, please have the language cleared with your Human Resources Analyst before the contract is filed on the Board agenda, to avoid unnecessary delays in approvals. All language will be reviewed with County Counsel.

MJH:BAC
STS:smh

c: Each Supervisor