


**M E M O R A N D U M**

**TO:** Honorable Adrienne E. Adams  
Speaker of the Council

**FROM:** Louis A. Molina   
Commissioner

**DATE:** September 30, 2025

**SUBJECT:** Report on Provisionals

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The City Charter requires the DCAS Commissioner to report quarterly to the Mayor, the City Council, the City Civil Service Commission, and the Equal Employment Practices Commission on the number of provisionally appointed City employees (known as “provisionals”), the length of their provisional service, and the steps taken by the City to reduce their numbers and the length of their service. Attached is the quarterly report on provisional employees due on September 30, 2025, for the period ending August 31, 2025.

Since the last quarterly report, the total count of provisionals decreased by 217 from 13,624 to 13,407. The number of provisionals without a permanent title (10,106) decreased by 179, while the number of provisionals with a permanent title (3,301) decreased by 38, resulting in a net decrease of 217. Provisionals without a permanent title (“pure” provisionals) represent 75% of the total and provisionals with a permanent title (“step-up” provisionals) represent 25% of the total.

Decreases in the number of provisional employees occurred primarily in the titles of Eligibility Specialist, Police Administrative Aide, and Caseworker. Decreases in these and a variety of other titles occurred due to the use of civil service lists to replace provisionals or to convert provisionals on the lists to permanent status.

The City continues to take various actions intended to decrease the number of provisional appointees while minimizing the operational impact of their replacement by permanent employees. During this period, 44 exams were conducted, including exams for the titles of Auto Mechanic, Painter, and Correction Officer. Also, during this period a total of 48 exams were open for filing.

Additionally, 49 civil service lists were established, and 139 certifications were issued for 76 titles with provisionals serving.

Thank you.