



ERIC GARCETTI
MAYOR

MEMORANDUM

To: The Honorable Members of the City Council
c/o City Clerk

From: Eric Garcetti, Mayor *EG*

Subject: **EXEMPTION REQUEST, OFFICE OF PUBLIC ACCOUNTABILITY, (2)
UTILITY RATES AND POLICY SPECIALIST**

Date: August 11, 2020

The Office of Public Accountability (OPA) requested that the Mayor approve the exemption of two (2) new positions of Utility Rates and Policy Specialist, Class Code 1681, in accordance with Charter Section 1001(b), from civil service as a management, professional, scientific, or expert services exemption. On July 24, 2020 the Mayor's Office asked the Personnel Department to review OPA's request.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 146 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 147th and 148th positions of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 9 are filled.

The Utility Rates and Policy Specialist positions will be responsible for advising the Executive Director of the OPA on highly complex and technical issues related to water and power utilities, strategies, management, and operations, as well as legislative mandates, and water or power rate and service impacts that could affect the Department of Water and Power (DWP) ratepayers, the public or the City; and both positions will have the following responsibilities including, but not limited to:

- Identifying and analyzing "best practices" in comparable jurisdictions for incorporation into the City's policies, practices, and procedures;
- Developing and implementing communication program for the publication and distribution of OPA reports, presentations, and other materials related to public issues;

- Conferring and advising the Board of Water and Power Commissioners, the Mayor City Council and Committees, elected and appointed officials, City officers, Neighborhood Councils, ratepayers, and representatives of other civic organizations.

The Utility Rates and Policy Specialist position requires graduation from an accredited four-year college or university; and three years of full-time professional experience in a utility or regulatory entity or in a municipal utility or governmental agency, with emphasis on financial analysis and/or management. The exemption of these positions will allow OPA the flexibility to recruit and select the best qualified candidates who possess the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Utility Rates and Policy Specialist.

Based on my review of OPA's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of two (2) Utility Rates and Policy Specialist and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

EG:alg

cc: Frederick H. Pickel, Ph.D., Executive Director, Office of Public Accountability
Ana Guerrero, Chief of Staff, Office of the Mayor
Heleen Ramirez, Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department