



ANTONIO R. VILLARAIGOSA  
*Mayor*

Commission  
THOMAS S. SAYLES, *President*  
ERIC HOLOMAN, *Vice President*  
RICHARD F. MOSS  
CHRISTINA E. NOONAN  
JONATHAN PARFREY  
BARBARA E. MOSCHOS, *Secretary*

RONALD O. NICHOLS  
*General Manager*

February 28, 2013

The Honorable City Council  
c/o Office of the City Clerk  
Room 395, City Hall

Honorable Members:

Subject: Salary Setting for Chief of Drafting Operations, Class Code No. 7271,  
Duties Description Record No. 95-72713

This letter recommends the City Council approve the proposed salary for Chief of Drafting Operations (CDO), Class Code No. 7271, which is consistent with the bargaining instructions received from the Executive Employee Relations Committee at its meeting on February 12, 2013, to amend the 2007-2012 Memorandum of Understanding (MOU) for Management Employees Association, Management Employees Unit, by establishing Duties Description Record (DDR) No. 95-72713, and the proposed salary for the reinstated civil service classification of Chief of Drafting Operations (CDO), Class Code No. 7271.

#### Background

On November 8, 1996, the Civil Service Commission (CSC) abolished the CDO classification in anticipation of the electrical industry deregulation of the 1990s and the Power System's decentralization of its drafting functions. Subsequently, Footnote 16 in the MEA MOU was amended to state that the CDO classification was abolished and was no longer shown in the October 1, 1997, Cost-of-Living Adjustments.

Although the CDO civil service classification was abolished by the CSC, and the CDO classification and salary has not been shown in the MEA MOU since October 1, 1997, no petition was ever filed with the Employee Relations Board to delete the CDO classification from MEA representation. Therefore, the CDO classification remains in the MEA MOU and the CDO positions at LADWP are represented by MEA.

**Water and Power Conservation ... a way of life**

111 North Hope Street, Los Angeles, California 90012-2607 Mailing address: Box 51111, Los Angeles 90051-5700  
Telephone: (213) 367-4211 Cable address: DEWAPOLA



In 2008, the Power System consolidated their drafting staff to support the Power Reliability Program, which provides a blueprint to ensure reliable energy service for the City of Los Angeles. The new drafting staff consists of seven groups with approximately 115 employees, and is currently temporarily headed part-time by a Power Engineering Manager (PEM) C-pay level. Including having supervisory oversight over these 115 employees from the seven drafting groups, this PEM C-pay level has a total span of control of approximately 331 employees.

Due to the consolidation of the drafting function at LADWP, the classification of CDO, Class Code No. 7271, was reinstated by the CSC at its meeting of July 28, 2011, to provide the appropriate managerial oversight to ensure continuity of new and retrofitted Power System facilities. The Board of Water and Power Commissioners adopted CDO DDR No. 95-72713 at its meeting of January 3, 2012.

Before its abolishment, the CDO consisted of two pay-levels (A & B); however, after a thorough review by LADWP's Human Resources Division, it was recommended that the drafting function be consolidated and the CDO class be reinstated with one pay level. The CDO will report directly to the Division Director of Power System, Engineering Division, which is a PEM B-pay level, and be responsible for effectively and efficiently planning, directing and coordinating, through subordinate unit heads and supervisors, all activities of the Power System drafting disciplines and functions, including, but not limited to, the Mechanical, Structural, Civil, Electrical, and Architectural Drafting Units; distribution maps and records; and computer-aided drafting/design technical support. The CDO will also be responsible for implementing best practice technologies and systems to ensure integration with all other engineering process design activities; and, overseeing drafting assignments from design engineers pertaining to a wide variety of structures, mechanical equipment, electrical installations, and appurtenance facilities in connection with the preparation of preliminary and finished drawings.

#### Salary Proposal

LADWP proposes setting the CDO salary commensurate with Electrical Engineer "A," which has similar managerial responsibilities, technical expertise, and span-of-control.

Thus, LADWP recommends establishing the CDO salary equivalent to Electrical Engineer "A," Salary Range 5957. As of October 1, 2012, the salary for Electrical Engineer "A" at the fifth step is \$74.01 hourly, \$12,877.44 monthly, or \$154,532.88 annually.


#### Fiscal Impact

The cost for the proposed salary for one CDO is approximately \$154,532 annually at the fifth step. There is no impact on the City of Los Angeles General Fund.

The Honorable City Council  
Page 3  
February 28, 2013

If you have any questions or require further information, please contact Director of Labor Relations, Ms. Rose M. Garcia, at (213) 367-1373.

Sincerely,



Ronald O. Nichols  
General Manager

DMS:jj

Enclosure

c/enc: Mr. Miguel A. Santana, City Administrative Officer  
Ms. Maritta Aspen, Chief Administrative Analyst  
Ms. Rose M. Garcia

Department of Water and Power



the City of Los Angeles

ANTONIO R. VILLARAIGOSA  
*Mayor*

Commission  
THOMAS S. SAYLES, *President*  
ERIC HOLOMAN, *Vice President*  
RICHARD F. MOSS  
CHRISTINA E. NOONAN  
JONATHAN PARFREY  
BARBARA E. MOSCHOS, *Secretary*

RONALD O. NICHOLS  
*General Manager*

October 3, 2012

Mr. Miguel A. Santana  
City Administrative Officer  
Room 1500, City Hall East  
Mail Stop 130

Dear Mr. Santana:

**Subject: Salary Setting for Chief of Drafting Operations, Class Code No. 7271,  
Duties Description Record No. 95-72713**

The Los Angeles Department of Water and Power (LADWP) and the Management Employees Association (MEA) have entered into the enclosed Letter of Intent, agreeing to amend the 2007-2012 Memorandum of Understanding (MOU) for MEA, Management Employees Unit, by establishing Duties Description Record (DDR) No. 95-72713 and the proposed salary for the reinstated civil service classification of Chief of Drafting Operations (CDO), Class Code No. 7271. LADWP requests the setting of salary for the attached CDO DDR No. 95-72713.

Background

On November 8, 1996, the Civil Service Commission (CSC) abolished the CDO classification in anticipation of the electrical industry deregulation of the 1990s and the Power System's decentralization of its drafting functions. Subsequently, Footnote 16 in MEA, Management Employees Unit, MOU was amended to state that the CDO classification was abolished and was no longer shown in the October 1, 1997, Cost-of-Living Adjustments.

Although the CDO civil service classification was abolished by the CSC, and the CDO classification and salary has no longer been shown in the MEA, Management Employees Unit, MOU since October 1, 1997, no petition was ever filed with the Employee Relations Board to delete the CDO classification from MEA representation. Therefore, the CDO classification remains in the MEA, Management Employees Unit, MOU and the CDO positions at LADWP are represented by MEA.

**Water and Power Conservation ... a way of life**

111 North Hope Street, Los Angeles, California 90012-2607 Mailing address: Box 51111, Los Angeles 90051-5700  
Telephone: (213) 367-4211 Cable address: DEWAPOLA

Recyclable and made from recycled waste.



In 2008, the Power System consolidated their drafting staff to support the Power Reliability Program, which provides a blueprint to ensure reliable energy service for the City of Los Angeles. The new drafting staff consists of seven groups with approximately 115 employees, and is currently temporarily headed part-time by a Power Engineering Manager (PEM) C-pay level. Including having supervisory oversight over these 115 employees from the seven drafting groups, this PEM C-pay level has a total span of control of approximately 331 employees.

Because of the consolidation of the drafting function at LADWP, the classification of CDO, Class Code No. 7271, was reinstated by the CSC at its meeting of July 28, 2011, to provide the appropriate managerial oversight to ensure continuity of new and retrofitted Power System facilities. The Board of Water and Power Commissioners adopted CDO DDR No. 95-72713 at its meeting of January 3, 2012.

Before its abolishment, the CDO consisted of two pay-levels (A & B); however, after a thorough review by LADWP's Human Resources Division it was recommended that the drafting function be consolidated and the CDO class be reinstated with one pay level. The CDO will report directly to the Division Director of Power System, Engineering Division, which is a PEM B-pay level and be responsible for effectively and efficiently planning, directing and coordinating, through subordinate unit heads and supervisors, all activities of the Power System drafting disciplines and functions, including, but not limited to, the Mechanical, Structural, Civil, Electrical, and Architectural Drafting Units; distribution maps and records; and computer-aided drafting/design technical support (organization chart attached). The CDO will also be responsible for implementing best practice technologies and systems to ensure integration with all other engineering process design activities; and, overseeing drafting assignments from design engineers pertaining to a wide variety of structures, mechanical equipment, electrical installations, and appurtenance facilities in connection with the preparation of preliminary and finished drawings.

Based on the level of duties and responsibilities of the CDO, LADWP and MEA agreed, through the meet and confer process, that the CDO classification will be compensated at the pay level equivalent to Electrical Engineer "A", fifth step, which is \$154,532.88 annually.

The following table compares the salaries of CDO and job classes in the Principal Engineering Drafting Technician series (Civil, Electrical, and Mechanical) with the salaries of the LADWP's various engineering job classes. Although the salary for CDO will be at the level of Electrical Engineer A-pay level, the span of control for CDO is larger than that of Electrical Engineer A-pay level, in that the CDO will have supervisory responsibility for the 115 employees in the drafting groups previously supervised by the PEM C-pay level as stated above, including, but not limited to the Mechanical, Structural, Civil, Electrical, and Architectural Drafting Units. Whereas at LADWP, an Electrical Engineer A-pay level supervises anywhere from 22 to 72 employees and supervises professional employees performing work in a single electrical engineering discipline.

<b>CDO/PL ENGR DRFTG TCH VS VARIOUS ENGINEERING JOB CLASSES</b>	<b>Salary Range</b>	<b>Hourly Rate at 5th step<sup>1</sup></b>	<b>Monthly Salary at 5th step<sup>2</sup></b>
Power Engineer Manager C	9213	\$114.47	\$19,918
Civil Engineer B	5591	\$69.46	\$12,086
Civil Engineer A	5843	\$72.59	\$12,631
Mechanical Engineer C	5591	\$69.46	\$12,086
Mechanical Engineer B	5843	\$72.59	\$12,631
Mechanical Engineer A	5957	\$74.01	\$12,878
Structural Engineer B	5591	\$69.46	\$12,086
Structural Engineer A	5843	\$72.59	\$12,631
Electrical Engineer D	5591	\$69.46	\$12,086
Electrical Engineer C	5717	\$71.03	\$12,359
Electrical Engineer B	5843	\$72.59	\$12,631
Electrical Engineer A	5957	\$74.01	\$12,878
Electrical Engineering Associate D	3705	\$46.03	\$8,009
Electrical Engineering Associate C	4403	\$54.70	\$9,518
Electrical Engineering Associate B	4776	\$59.33	\$10,323
Electrical Engineering Associate A	5132	\$63.76	\$11,094
Principal Engineering Drafting Technician B	4236	\$52.62	\$9,156
Principal Engineering Drafting Technician A	4723	\$58.68	\$10,210
Chief of Drafting Operations	5957	\$74.01	\$12,878

Fiscal Impact

The cost for the proposed salary for one CDO is approximately \$154,532.88 annually at the 5<sup>th</sup> step.

<sup>1</sup> Used pre 10/1/2012 COLA hourly rates as MEA has not received a rate increase for 2012 for accurate comparison of subordinate/supervisory relationships.

<sup>2</sup> Used pre 10/1/2012 COLA monthly rates as MEA has not received a rate increase for 2012 for accurate comparison of subordinate/supervisory relationships.

Miguel A. Santana  
Page 4  
October 3, 2012

If you have any questions or require further information, please contact Director of Labor Relations, Ms. Rose M. Garcia, at (213) 367-1373.

Sincerely,



Ronald O. Nichols  
General Manager

DMS/CR:jja

c: Ms. Maritta H. Aspen, Senior Labor Relations Specialist  
Office of the City Administrative Officer

Mr. Thomas Anderbery, President  
Management Employees Association

Ms. Rose M. Garcia

