

CITY OF LOS ANGELES

CALIFORNIA

JAN PERRY
GENERAL MANAGER

ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017



ERIC GARCETTI
MAYOR

Contact:
Tonja Bellard (213) 744-7279

February 17, 2015

Honorable Members of the City Council
Los Angeles City Hall
c/o City Clerk, Room 395

RE: REQUEST FOR EXEMPTION (2 YEAR) PURSUANT TO CHARTER SECTION 1001 (d)(4)

At its January 22, 2015 meeting, the Board of Civil Service Commissioners approved the civil service exemption of the following grant funded position in the Economic and Workforce Development Department (EWDD):

No.	Class Code	Pos. ID	Class Title	Division	Council File #
1	1579	1194	Chief Grants Administrator	Economic Development	14-0091

This action is in accordance with Charter Section 1001(d)(4). Employment authority for this position is currently in effect within the FY 2014 - 2015 Departmental Personnel Ordinance (DPO) and will be extended in the FY 2015 – 2016 DPO.

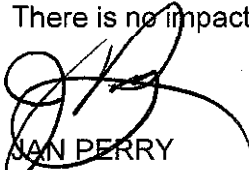
The Chief Grants Administrator position is responsible for overseeing major lending, bonds, small business and micro-lending programs. In addition to overseeing the development of policies, procedures, and programs related to lending and bonds; this position will also handle some project and loan management directly. This position is also responsible for the development, administration and evaluation of economic development programs and services that include the Community Development Block Grant business loan and business assistance programs and Industrial Development Bond conduit financings. The Chief Grants Administrator also interprets regulations and shapes major policy recommendations for economic development issues in the City of Los Angeles and conducts meetings with businesses and community organizations to solicit interest in various economic programs.

Recommendation

The General Manager of the Economic and Workforce Development Department respectfully requests that City Council approve the action taken by the Board of Civil Service Commissioners on January 22, 2015 to exempt this position from civil service.

Fiscal Impact Statement

There is no impact to the General Fund as this position is grant funded.



JAN PERRY
General Manager

JP:TB:cw
Attachment: CSC 01/22/15 minutes



CITY OF LOS ANGELES
BOARD OF CIVIL SERVICE COMMISSIONERS

MINUTES

COMMISSIONERS

SUZANNE M. STEINKE
President

NANCY P. MCCLELLAND
Vice President

GABRIEL J. ESPARZA
JEANNE A. FUGATE
JONATHAN M. WEISS
Commissioners

REGULAR MEETING – THURSDAY
JANUARY 22, 2014, 10:00 A.M.
ROOM 350, PERSONNEL BUILDING
700 EAST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, with notice of 72 hours, will provide reasonable accommodation (assistive listening devices, sign language interpretation, and translation services) to ensure equal access to its programs, services and activities.

Digital recordings of Commission Board meetings are kept for 30 days. Information on acquiring an audio copy of a meeting may be obtained by contacting the Commission Office at (213) 473-9107.

Website Address: <http://www.lacity.org>

Present:

President Suzanne M. Steinke
Vice President Nancy P. McClelland
Commissioner Gabriel J. Esparza
Commissioner Jeanne A. Fugate
Commissioner Jonathan M. Weiss

Deputy City Attorney Jennifer Handzlik
Assistant General Manager Phyllis Lynes
Commission Executive Director
Bruce Whidden

Absent:
General Manager Wendy G. Macy

1. **CALL TO ORDER**

Meeting called to order 10:04 a.m.

2. **PRESENTATION**

KASONDRA EVANS was recognized by the Board President, Assistant General Manager Phyllis Lynes and Chief of Examining and Selection Division Tina Rodriguez, for more than 25-years of service to the people of the City of Los Angeles.

3. **APPROVAL OF MINUTES**

The Board unanimously approved the minutes of the regular meeting of Thursday, December 18, 2014, on a motion by Commissioner Esparza, seconded by Commissioner McClelland.

4. **COMMISSION ACTION ON ROUTINE AND OTHER MATTERS**

The Board unanimously approved routine and nonappearance matters under Unfinished Business, Page 4 through 6, items 6, 7 and 8 and New Business, Pages 7 through 17, items 9 and 10, on a motion made by Commissioner Fugate, seconded by Commissioner Esparza. The Board then adjourned to a Special Meeting at 10:13 a.m. to unanimously approve item 2 on a motion by Commissioner McClelland, seconded by Commissioner Esparza. The Special meeting was adjourned at 10:14 a.m. and the Commission returned to its regular agenda.

5. **PUBLIC COMMENTS ON MATTER WITHIN BOARD'S JURISDICTION**

No requests for Public Comment.

11. CLASSIFICATION ACTIONS

a. The General Manager recommends the Board approve the following Classification actions, (Continued):

6. Allocate the following new positions in the Water System of the Department of Water and Power, as indicated, (Continued):

4552	3	93-13641	Senior Clerk Typist, 1368
4533	1	93-91251	Management Analyst, 9184
4554	1	93-35144	Heavy Duty Truck Operator, 3584

7. Reallocate the following position in the Department of Public Works, Board of Public Works, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>From:</u> <u>Class Title and Code</u>	<u>To:</u> <u>Class Title and Code</u>
2056	1	Management Analyst, 9184	Senior Management Analyst, 9171

8. Approve the exemption of the following position in the Economic and Workforce Development Department (EWDD) from the Civil Service provisions of the Charter for a term not to exceed two years, based on the positions being grant-funded, in accordance with Charter Section 1001(d)(4).

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
2073	1	Chief Grants Administrator, 1579 File No. 53922

b. The General Manager recommends that the Board give a 10-day notice of intention to:

1. Create the new classification of **GANG REDUCTION AND YOUTH DEVELOPMENT WORKER**, Code 0178;

2) Adopt the new duties statement; and

3) Approve the exemption of all positions in the new classification that are not more than half time from the Civil Service provisions of the Charter in accordance with Charter Section 1001(d)(3).

File No. 53923

c. The General Manager recommends that the Board give a 10-day notice of intention to:

1) Adopt the new class of **PUBLIC SAFETY EMPLOYEE RELATIONS MANAGER**, Code 1721; and

2) Approve the new class specification for Public Safety Employee Relations Manager, Code 1721.

File No. 53924

COMMISSION ACTION: RECOMMENDATIONS APPROVED