

JAN PERRY
GENERAL MANAGER

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

Contact:
Tonja Bellard (213) 744-7279

January 15, 2014

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

**RE: REQUEST FOR EXEMPTION (THIRD AND FINAL YEAR) PURSUANT TO CHARTER
SECTION 1001 (d)(4)**

At its November 14, 2013 meeting, the Board of Civil Service Commissioners approved the civil service exemption extension (third and final year) of a grant funded position in the Economic and Workforce Development Department (EWDD). This action is in accordance with Section 1001 (d)(4) of the City Charter. A copy of the specific section of the November 14, 2013 minutes approving this request by the Board of Civil Service Commissioners is attached. The following is a brief description of the position:

The Chief Grants Administrator position will be in the Program Operations Division of the EWDD. The primary duties of this position include the development, administration, and evaluation of economic development programs and services; administration of the Los Angeles Empowerment Zone Programs; and the negotiation of financing proposals for development projects. This position is also responsible for directing the preparation, review, and approval of reports on specialized grant matters; and directs the preparation of grant proposals, plans, and reports. The Chief Grants Administrator also conducts meetings with businesses and community organizations to solicit interest and support for various economic programs.

Recommendation

The General Manager of the Economic and Workforce Development Department recommends that the City Council:

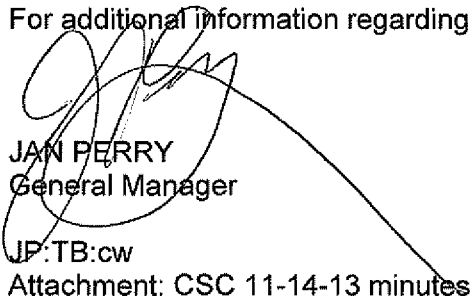
APPROVE the action taken by the Board of Civil Service Commissioners on November 14, 2013 to exempt from civil service the following grant funded position:

No.	Class Code	Pos. ID	Class Title	Division	Council File #
1	1579	1194	Chief Grants Administrator	Program Operations	11-1651

Fiscal Impact Statement

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

For additional information regarding this request, please contact Tonja Bellard at (213) 744-7279.



JAN PERRY
General Manager

JP:TB:cw

Attachment: CSC 11-14-13 minutes



**CITY OF LOS ANGELES
BOARD OF CIVIL SERVICE COMMISSIONERS**

MINUTES

COMMISSIONERS

ANTHONY DE LOS REYES
President

NANCY P. MCCLELLAND
Vice President

GABRIEL J. ESPARZA
SUZANNE M. STEINKE
SAM S. YEBRI
Commissioners

**REGULAR MEETING – THURSDAY
NOVEMBER 14, 2013, 10:00 A.M.
ROOM 350, PERSONNEL BUILDING
700 EAST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012**

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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 Anthony de los Reyes
Vice President Nancy P. McClelland
Commissioner Gabriel J. Esparza
Commissioner Suzanne M. Steinke
Commissioner Sam S. Yebri

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

1. **CALL TO ORDER**

The meeting was called to order at 10:02 a.m.

2. **PRESENTATION**

Due to a scheduling conflict, the Commission's recognition of the outstanding service of former Commissioner Paul W. Sweeney, Jr., was postponed to the December 19 meeting of the Board.

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

Unanimously approved, as amended, the routine and nonappearance matters under Unfinished Business, Page 5, item 7 and New Business, Pages 6 through 9, items 9 and 10, on a motion by Commissioner Esparza, seconded by Commissioner Yebri. Item 8 was removed from Routine and Other Matters at the request of the Personnel Department to permit discussion.

4. **APPROVAL OF MINUTES**

Unanimously approved the minutes of the regular meeting of October 24, 2013 on a motion by Commissioner Steinke, seconded by Commissioner McClelland.

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

No public Comment.

10. CLASSIFICATION ACTIONS, (Continued)

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

5. Allocate the following new positions in the Joint System of the Department of Water and Power, as indicated:

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
4449	1	94-11025	Programmer Analyst, 1431
4452	1	95-91063	Utility Services Manager, 9106
4456	1	94-11032	Programmer Analyst, 1431

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

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
4446	17	94-37126	Electrical Craft Helper, 3799
4457	15	95-75121	Electrical Tester, 7512

7. Allocate the following new positions in the Water System of the Department of Water and Power, as indicated:

<u>DWP No.</u>	<u>No. of Positions</u>	<u>DDR No.</u>	<u>Class Title and Code</u>
4448	1	93-13641	Senior Clerk Typist, 1368
4450	1	93-39120	Water Service Worker, 3931
4451	1	93-37106	Electrical Craft Helper, 3799
4453	1	95-96022	Water Services Manager, 9602
4454	1	95-75252	Electrical Engineering Associate, 7525

8. Extend the exemption of the following position in the Economic and Workforce Development Department from the Civil Service provisions of the Charter for a third and final year, in accordance with Charter Section 1001(d)(4).

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1932	1	Chief Grants Administrator, 1579 File No. 53562

COMMISSION ACTION: RECOMMENDATIONS APPROVED

11. GENERAL MANAGER'S REPORT

Assistant General Manager Phyllis Lynes reported that General Manager Maggie Whelan was out recovering from an injury. Otherwise she offered no report

12. ADJOURNMENT

Meeting adjourned 11:27 a.m.

ANTHONY de los REYES,
President

BRUCE E. WHIDDEN
Commission Executive Director