

LOSCITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: February 22, 2017

To: The City Council

From: Richard H. Llewellyn, Jr., Interim City Administrative Officer



Subject: **PRECINCT BOARD POSITIONS – LOS ANGELES ADMINISTRATIVE CODE AMENDMENTS TO INCREASE SALARY RATES AND TRAINING STIPEND**

Recommendation

It is recommended that the City Council, subject to approval by the Mayor, adopt:

1. The attached ordinance, approved as to form and legality by the City Attorney, amending Ordinance No. 184251 (2015-16 to 2017-18 Fiscal Year Salaries and Benefits) to increase the daily rate salaries of the non-represented classifications of Precinct Board Clerks and Inspectors from \$80 to \$100 per day and from \$100 to \$150 per day, respectively; and
2. The attached ordinance, approved as to form and legality by the City Attorney, amending Los Angeles Administrative Code Section 4.61 Note 3 of Salary Notes Applicable to the City Clerk’s Elections Division, to increase the pre-election day training stipend for Precinct Board Clerks and Inspectors from \$25 to \$40 per session.

Summary

The City Clerk has requested increases in the daily salary rates and pre-election day training stipend paid to the civil service exempt, non-represented Precinct Board Clerks and Inspectors employed by the City Clerk to staff polling locations on election days. The daily salary rate would increase from \$80 per day to \$100 per day for Precinct Board Clerks and from \$100 per day to \$150 per day for Precinct Board Inspectors. The pre-election day training stipend would increase from \$25 to \$40 per session.

The City Clerk proposed such increases to ensure poll worker recruitment and retention, following action by the County of Los Angeles to increase the salary and training stipend for its poll worker positions. By the City increasing the daily salary rates and training stipend for its Precinct Board Clerks and Inspectors, parity will be maintained with the County’s poll worker positions.

The Executive Employee Relations Committee considered the matter on January 27, 2017, and instructed this Office to prepare the necessary amendments to the

Los Angeles Administrative Code to increase the salary and training stipend rates of the City's Precinct Board Clerk and Inspector positions as described above.

Fiscal Impact

Based on 8,500 Precinct Board Clerks and 2,500 Precinct Board Inspectors to be employed for the 2017 March and May elections, the increase in the daily salary rate and training stipend for those classifications is estimated to cost \$437,000, which will be absorbed within existing 2016-17 budgeted funds for the City Clerk's Office.

RHL:MHA:CEC:0717062

Attachments