



ERIC GARCETTI  
MAYOR

**MEMORANDUM**

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

**From:** Eric Garcetti, Mayor *EGH*

**Subject:** Exemption of One Information Systems Manager II for the Information Technology Agency

**Date:** June 18, 2014

The Information Technology Agency (ITA) has requested the exemption of one (1) Information Systems Manager II position pursuant to Charter Section 1001 (b), for the employment of persons “to provide management services or render professional, scientific or expert services of an exceptional character.” The Charter allows for a maximum of 150 exempt positions under Section 1001 (b). Currently, there are 136 approved exemptions citywide. Approval of this exemption will increase the count.

The Information Systems Manager II will serve as the Chief Information Security Officer and will manage the new Information Security division. Responsibilities include implementing Enterprise Information Security and IT Risk Management programs, managing a team of information security professionals, providing risk guidance for IT projects, implementing a Cyber Security Awareness training program, and leading the IT Incident Response team to respond to disaster and recovery processes.

Position qualifications include a bachelor’s degree from a recognized four-year college or university and specialized expertise in the field of information security. It also requires certification as a Certified Information Systems Security Professional, Systems Security Certified Practitioner, or Certified Authorization Professional. These certificates are necessary to ensure the integrity, confidentiality and management of information and are not required of other Civil Service positions in this class.

Approval of the exemption will provide ITA with the flexibility to select the best-qualified candidate with the specialized expertise and credentials needed for this critical position.

Honorable Members of the City Council

June 18, 2014

Page 2

Based on my review of the Information Technology Agency's request, I hereby approve the request for the exemption of one (1) Information Systems Manager II position and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

EG:rc

cc: Steve Reneker, General Manager, Information Technology Agency  
Ana Guerrero, Chief of Staff, Office of the Mayor  
Mandy Morales, Legislative Coordinator, Office of the Mayor  
Miguel Santana, City Administrative Officer  
Maggie Whelan, General Manager, Personnel Department