



ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of one Airport Manager III and one Assistant Airport Police Chief

Date: June 3, 2015

Los Angeles World Airports (LAWA) has requested the re-exemption of two positions, one Airport Manager III, serving as the Director of Emergency Management, and one Assistant Airport Police Chief, pursuant to Charter Section 1001 (b) from civil service, 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) with an additional 50 added by Council pursuant to Charter Section 1001 (b)(4). Currently, there are 147 approved exemptions citywide. Approval of this request will increase the count.

Both of these positions were previously approved for exemption and were subsequently filled. Charter Section 1001 (b)(1) requires that “when the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection.” The previous Airport Manager III vacated the position in December 2014 and the previous Assistant Airport Police Chief vacated the position in January 2015.

The Airport Manager III position directs the work of a group of professional employees engaged in developing, administering, and coordinating emergency preparedness and response for LAX, VNY, and ONT airports. This position will serve as the principal emergency services liaison to other City departments, bureaus, other governmental agencies, local non-profit organizations and private businesses on behalf of the Department. The position is responsible for managing employees engaged in the implementation of emergency preparedness training programs and response activities.

The Airport Manager III position will have oversight over employees who analyze, develop and coordinate programs for Airport-specific emergency preparedness that function in coordination with Citywide Emergency Preparedness Plans. This position will also be responsible for overseeing the implementation of simulated or live-action exercises, drills and other training activities and will have oversight over the emergency readiness of staff assigned to the Airport Response Coordination Center and of the activation of the Department Operation Center during emergencies or incidents.

The Airport Manager III position requires a minimum of five years of full-time paid experience in the administration of emergency operations at a large commercial airport or other large public agency, including experience with the development of Airport recovery plans, hazard-specific response plans, and other related plans in accordance with best practices of the National Incident Management System (NIMS) and Incident Command Systems (ICS).

The Assistant Airport Police Chief position supports emergency operations provided to LAX, VNY and ONT airports and assists and/or directs the development of comprehensive security plans and coordination of emergency planning activities with outside agencies to ensure unified command during critical incidents. Under the direction of the Airport Police Chief, the Assistant Airport Police Chief assists with the supervision of law enforcement and security services operations and is responsible for directing LAWA's Airport Police patrol, traffic, security and investigative services.

The Assistant Airport Police Chief position requires two years of full-time paid experience as an Airport Police Captain or as a commanding officer managing the internal inspection process, patrol, traffic, safety, or security activities and operation of a law enforcement agency. In addition, experience or background in Special Weapons & Tactics (SWAT), Homeland Security, terrorism and counter-terrorism may be required for some positions. Completion of a POST-approved management course is required within the first twelve months of appointment.

The re-exemption of these positions will allow LAWA the flexibility to recruit and select the best-qualified candidates who possess the necessary experience and expertise for the positions. The duties and requirements as described are appropriate to the classes of Airport Manager III and Assistant Airport Police Chief.

I hereby approve the request for the exemption of one position of one Airport Manager III and one Assistant Airport Police Chief and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

EG:rc

cc: Miguel Santana, City Administrative Officer
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department