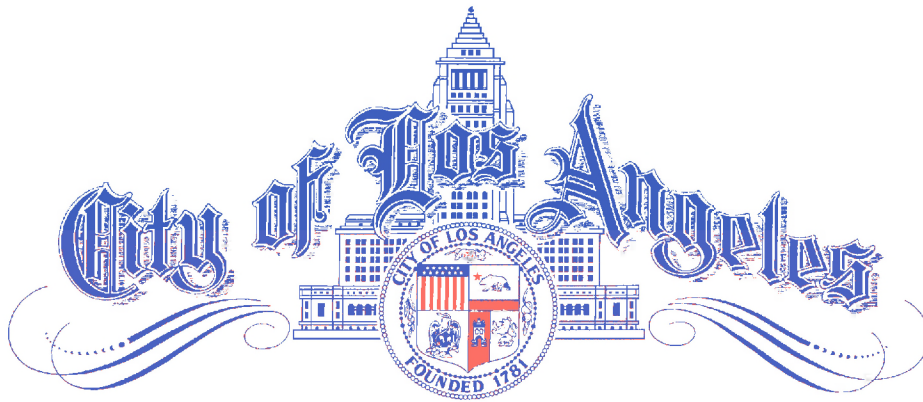




ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Exemption of One (1) Senior Project Coordinator Pending Substitute
Authority Approval by the City Administrative Officer

Date: September 7, 2016

The Department on Disability has requested the exemption of one (1) position of Senior Project Coordinator, Class Code 1538, in accordance with Charter Section 1001 (b) for the employment of persons to provide management services or render professional, scientific or expert services of an exceptional character.

Charter Section 1001 (b) allows up to 150 persons to be exempt, with an additional 50 added last year by the City Council pursuant to Charter Section 1001 (b)(4). Currently, there are 160 approved exemptions with one other pending request. However, as the proposed exemption of the Senior Project Coordinator would be substituted in place of a previously approved Project Coordinator position (C.F. 15-1167), pending the approval of a substitute authority by the City Administrative Officer, there would no change to the count.

The Senior Project Coordinator will be assigned to the Americans with Disabilities Act (ADA) Compliance Division to perform Certified Access Specialist (CAsp) responsibilities. The position will assist with implementing the Sidewalk Repair Program as well as lead the Title III small business program to ensure small businesses in Los Angeles have the necessary support and information to comply with federal and state law related to accessibility standards. Additionally, the Senior Project Coordinator position will review facility plans, including the path of travel, public right-of-way, and specifications for compliance with state and federal accessibility laws, codes, and regulations; investigate

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facilities for compliance with state and federal accessibility standards, codes and regulations; conduct accessibility research, prepare accessibility reports, and/or conduct accessibility inspections; and provide specific guidance on the recent sidewalks settlement, as authorized.

The requirements of this position are graduation from an accredited four-year college or university with a minimum of two years of experience in a state, municipal, or county building department code enforcement agency as a plan reviewer, building inspector, consulting entity, licensed architect, licensed landscape architect, interior designer, or registered civil engineer, and knowledge of state and federal standards, guidelines, codes, and regulations, including, but is not limited to: the Americans with Disabilities Act of 1990, the Rehabilitation Act of 1973, the Architectural Barriers Act of 1968, the Uniform Federal Accessibility Standards (UFAS), ABA Accessibility Standards, the 1990 Standards for Accessible Design, the 1991 Americans with Disabilities Act Accessibility Guidelines (ADAAG), Department of Justice adopted 2010 Standards for Accessible Design, and the 2011 Proposed Guidelines for the Public Rights of Way.

The exemption of this position will allow the Department on Disability the flexibility to recruit and select the best qualified candidate who possess the necessary experience and expertise. The duties and requirements as described are appropriate to the class of Senior Project Coordinator.

I hereby approve the request for the exemption of one (1) position of Senior Project Coordinator, pending the approval of a substitute authority by the City Administrative Officer, and transmit my action to the City Council pursuant to City Charter Section 1001 (b)(1).

EG:ms

cc: Stephen D. Simon, Executive Director, Department on Disability
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Miguel A. Santana, City Administrative Officer
Wendy Macy, General Manager, Personnel Department