



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) Assistant General Manager in the Information
Technology Agency (ITA)

Date: July 25, 2017

The Information Technology Agency (ITA), requested the exemption of one (1) position of Assistant General Manager, Class Code 9381, in accordance with Charter Section 1001 (b), from civil service as management, professional, scientific, or expert services exemptions. On July 5, 2017, the Mayor's Office asked the Personnel Department to review ITA's request

The Assistant General Manager position was previously approved for exemption under 1001 (b) by the City Council and was subsequently filled. Charter Section 1001 (b)(l) requires that, "When the position is vacated, the exemption shall terminate unless reauthorized in accordance with this subsection." The previous Assistant General Manager incumbent vacated this position on April 7, 2017. 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 162 approved exemptions, with no other pending requests. Approval of this request will increase the count.

The Assistant General Manager position leads and manages ITA's Infrastructure and Communications Bureau and will be responsible for planning, organizing, coordinating and directing the activities of the Bureau. The Assistant General Manager position assists the General Manager in formulating and implementing policies, programs, procedures and standards for the activities of the ITA and will be responsible for managing the provisions of public safety and information technology services including,

but not limited to, computing infrastructure and security, voice, data, radio and video on a seven-day per week, 24-hour a day basis.

The Assistant General Manager position requires graduation from an accredited four-year college or university with a Bachelor's degree in one or more of the following disciplines: Information Technology, Management Information Systems, Business Information Systems, Electrical Engineering, Communications Engineering, Computer Engineering, or a closely related field. In addition, the candidate must have at least five years of full-time paid management experience overseeing information technology operations, with an emphasis on project management, communications services, or infrastructure support. Experience with public safety technology systems, cloud computing services, and disaster recovery and critical business resumption is highly desirable.

The exemption of this position will allow ITA the flexibility to recruit and select the best-qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Assistant General Manager.

Based on my review of ITA's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of Assistant General Manager position and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1).

EG:rc

cc: Ted Ross, General Manager, Information Technology Agency
Ana Guerrero, Office of the Mayor
Mandy Morales, Office of the Mayor
Richard Llewellyn, City Administrative Officer
Wendy Macy, General Manager, Personnel Department