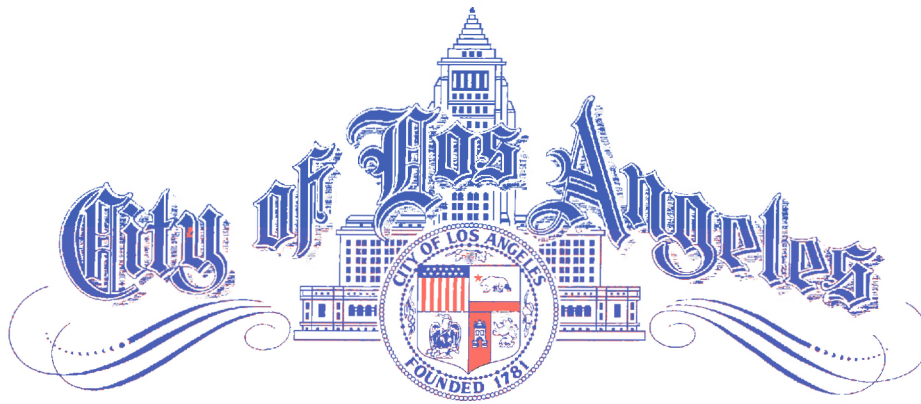




ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: EXEMPTION REQUEST – DEPARTMENT OF AIRPORTS, (1)
AIRPORTS MANAGER III

Date: June 13, 2019

On March 19, 2019 the Los Angeles World Airports (LAWA) requested that the Mayor approve the exemption of one (1) Airport Manager III, Class Code 7260, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On March 26, 2019, the Mayor's Office asked the Personnel Department to review LAWA's request.

The Airport Manager III was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless reauthorized in accordance with this subsection." The Airport Manager III incumbent will vacated the position April 30, 2019.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 141 are approved, with one other pending request. Approval of this request will increase the count. As of the date of this letter, this request will be in the 144th position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 12 are filled.

The Airport Manager III will serve as the Director of Emergency Management and report directly to the Deputy Executive Director of Operations and Emergency Management. The position will be responsible for developing and updating an airport-wide emergency plan to ensure all airport employees are prepared for emergencies at the Los Angeles International Airport (LAX) and the Van Nuys general aviation airport (VNY); directing the

work of a group of professional employees engaged in developing, administering, and coordinating emergency preparedness and response for LAX and VNY; analyzing, developing, and coordinating programs for airport-specific emergency preparedness that function in coordination with Citywide Emergency Plans; and will work with non-LAWA government agencies and vendors to ensure their employees who work at LAX are properly trained for emergencies.

The Airport Manager III position requires 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 exemption of this position will allow LAWA the flexibility to recruit and select the best qualified candidates who possesses the necessary **foundational experience and expertise for the position**. The duties as described are appropriate to the class of Airports Manager III.

Based on my review of LAWA's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of Airports Manager III and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

EG:ag

cc:

Deborah Flint, Chief Executive Officer, Los Angeles World Airports
Ana Guerrero, Chief of Staff, Office of the Mayor
Heleen Ramirez, Legislative Coordinator, Office of the Mayor
Rich Llewellyn, City Administrative Officer
Wendy Macy, General Manager, Personnel Department