

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the exemption of one Chief Administrative Analyst (Class Code 1554) position, from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the exemption of one Chief Administrative Analyst (Class Code 1554) position for the City Administrative Officer (CAO), from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b).

Fiscal Impact Statement: None submitted by the Mayor. Neither the CAO nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

**TIME LIMIT FILE - SEPTEMBER 10, 2019**

**(LAST DAY FOR COUNCIL ACTION - SEPTEMBER 10, 2019)**

Summary:

On August 21, 2019, your Committee considered an August 14, 2019 Communication from the Mayor relative to the exemption of one Chief Administrative Analyst (Class Code 1554) position for the City Administrative Officer (CAO), from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b). According to the Mayor, Charter Section 1001(b) allows up to 150 persons to be exempt, of which 144 are approved. Approval of this request will increase the count. As of August 14, 2019, this request will be in the 145th 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 Chief Administrative Analyst will serve as the City's Homeless Coordinator; function as a key policy advisor on the Citywide Homelessness Initiative; and oversee the efforts to implement and monitor the enhanced Citywide Comprehensive Homeless Strategy (CHS). Duties and responsibilities will include, but will not be limited to:

- Serving as the subject matter expert and City point of contact to assist interdepartmental working groups to implement strategies within CHS.
- Overseeing the implementation of key City programs to address homelessness, including the Bridge Home Program, the Proposition HHH Facilities Program, and the State Homeless Emergency Grant.
- Providing ongoing analysis of the number and category of homeless individuals in the City and the availability of housing and services options for homeless individuals, identifying and evaluating gaps in homeless housing and service options, and providing recommendations to resolve these gaps.

- Performing research, analysis, and evaluations of City programs and services available for homeless individuals.
- Working closely with the Los Angeles Homeless Services Authority, nonprofit organizations, and the County of Los Angeles.
- Preparing written reports with recommendations designed to effect improvements to Citywide operations and provide alternative solutions to identified homeless issues.
- Supervising the CAO's Homelessness Group.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of this exemption request as detailed in the Mayor's communication and above recommendations. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



**MEMBER VOTE**

KORETZ: YES

SMITH: ABSENT

PRICE: YES

ARL

8/21/19

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**