

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: December 6, 2019

TO: Wendy Macy, General Manager
Personnel Department
Attention: Dominique Camaj

FROM:  Enrique C. Zaldivar, P.E., Director & General Manager
LA Sanitation & Environment

**SUBJECT: REQUEST FOR EXEMPTION FROM CIVIL SERVICE UNDER CHARTER
SECTION 1001 (D) (1)**

In accordance with Charter Section 1001(D) (1), LA Sanitation & Environment (LASAN) requests that the number of Plant Equipment Trainee positions exempted from Civil Service provisions be increased from thirty (30) to forty (40) positions. The additional ten Plant Equipment Trainee positions are in-lieu of existing Wastewater Treatment Operator I positions in LASAN.

The need for wastewater treatment operations staff has grown tremendously over the years. Currently, LASAN has a 39% vacancy rate in the class of Wastewater Treatment Operator and it is projected that the attrition rate for Wastewater Treatment Operators will increase significantly due to anticipated retirements. In addition, LASAN expects to hire more Wastewater Treatment Operators as additional facilities are constructed to increase the production of recycled water.

The recruitment of certified Wastewater Treatment Operators has been insufficient to meet the increasing vacancy rate for this classification. As such, LASAN seeks to recruit trainees not presently working for the City, as well as, from the City's lower level classifications, to train for future positions as Wastewater Treatment Operators.

At the time of appointment, Plant Equipment Trainees must have a valid California Driver License; have a high school diploma or equivalent; have or obtain six (6) educational points in wastewater treatment or science courses within four weeks; and obtain an Operator-in-Training (OIT) Certificate issued by the State Water Resources Control Board (SWRCB) within four weeks from date of hire. In addition, employees hired as Plant Equipment Trainees will receive the appropriate class room and on-the-job training in all facets of wastewater treatment operations in accordance with state laws and regulations. The structured training program is designed to prepare employees to acquire the appropriate skills and obtain the necessary certificates. Following the training, the incumbents will become eligible for placement on the Wastewater Treatment Operator List of Eligibles.

The Plant Equipment Trainee class is vital to attracting and filling Wastewater Treatment Operator positions. Therefore, it is requested that an exemption from the Civil Service provision of the Charter be granted in accordance with Section 1001 (D) (1) for a total of forty (40) Plant Equipment Trainee positions in LASAN. The selection process will be conducted in an open and competitive manner with the most qualified candidates being granted the exempt positions. The appointment of trainable and responsible individuals to these positions is critical to meeting the long-term needs of the City's wastewater treatment operations.

If you or your staff requires additional information, please contact Rafael Porter of the Personnel Department at (213) 485-2667.