

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 5, 2026

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **AMENDMENTS TO THE 2024-2027 MEMORANDA OF UNDERSTANDING (MOU) FOR THE ADMINISTRATIVE AND SUPERVISORY ADMINISTRATIVE UNITS (MOU 01 AND 20) BETWEEN THE ENGINEERS AND ARCHITECTS ASSOCIATION (EAA) AND THE CITY OF LOS ANGELES**

RECOMMENDATIONS

The City Administrative Officer (CAO) recommends the following actions by the City Council:

1. Approve the attached Amendments to the Memoranda of Understanding (MOU) for the Administrative and Supervisory Administrative bargaining units, and
2. Authorize the City Controller and the CAO to correct any clerical errors in the MOU or make necessary technical corrections subsequent to City Council approval.

SUMMARY

On September 1, 2023, Council adopted a motion filed under [C.F. 23-0932](#) that directed the Chief Legislative Analyst (CLA), in consultation with the Bureau of Contract Administration's (BCA) Office of Wage Standards (OWS) and the Office of the City Attorney, to prepare a report to the City Council with recommendations on increasing the authority and capability of the OWS to enforce claims against employers for violations related to laws regarding overtime, meal breaks, rest breaks, late pay, and tips and gratuities. On July 24, 2025, the CLA reported back with an extensive plan that included revision of the Los Angeles Municipal Code (LAMC) Sec. 188.00 et seq. to expand the purview of the OWS to investigate the previously mentioned workplace violations, a process by which the OWS can manage the additional workplace violation investigations, and additional positions to assist in the expanded duties.

BCA has indicated that a challenge in managing wage theft investigations is the difficulty in recruiting and retaining employees, particularly in the OWS where the staff turn-over rate has hovered around 40% in each of the last five years. The highest recruitment and retention issues are experienced with employees performing investigations in the classes of Management Assistant (Class Code 1539), Management Analyst (Class Code 9184), Special Investigator I and II (Class Codes 0602-1 and 0602-2) and Senior Management Analyst I (Class

Code 9171-1). The main challenge with the Management Assistant, Management Analyst, and Senior Management Analyst I positions is that performing OWS investigations subjects employees in these classifications to harassment and disparate treatment by the business entities under investigation, leading these employees to seek transfers to positions where they can perform more traditional administrative duties in an office setting. In furtherance of the new duties foisted on BCA, Special Investigators have been hired in lieu of Senior Management Analysts and Management Analysts, whose job duties would generally include contentious interactions with the public. Even with the hiring of Special Investigators in lieu of Senior Management Analysts and Management Analysts, the recruitment and retention issues persist.

The additional wage theft duties required of the investigators in the previously mentioned classifications will necessitate BCA management to develop and implement a robust training program that will provide relevant information that BCA management deems critical in enforcing wage theft throughout the City. Upon completion of the aforementioned training, a 5.5% pensionable bonus will be provided to employees who perform wage theft enforcement functions.

FISCAL IMPACT

The cost associated with providing additional compensation will be absorbed within budgeted funds and will have no impact on the General Fund in FY2026-27.

MWS:PAG:SAO:0726507

Attachments