

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: June 5, 2026

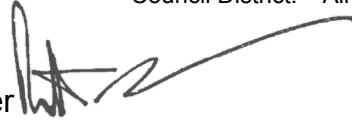
CAO File No. 0111-31501-0133

Council File No. 25-0660

Council District: All

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **STATUS OF ELIMINATED FILLED POSITIONS AS OF JUNE 4, 2026**

RECOMMENDATION

That the Council instruct the Personnel Department to cease layoff processing for employees occupying positions eliminated in the 2025-26 Budget, as the 2026-27 Adopted Budget includes sufficient vacant positions and funding to avoid layoffs.

SUMMARY

This Office, in collaboration with the Personnel Department, has been reporting regularly to the Personnel and Hiring Committee regarding the ongoing Citywide layoff process necessitated by the elimination of filled positions in the 2025-26 Budget. As employees were still occupying positions in the City's human resources and payroll application, Workday, that were eliminated as of July 1, this Office issued substitute authority for the employees occupying these filled eliminated positions to provide employment authority for the employees while the Personnel Department and this Office work with departments to identify opportunities to transition employees out of these positions to prevent and reduce layoffs.

The most recent data extract from Workday, as of June 4, 2026, indicates 70 employees remain in the substitute authority positions issued pending layoff processing within the following departments: Civil, Human Rights and Equity Department (2), Department on Disability (2), Information Technology Agency (8), Department of Neighborhood Empowerment (2), Personnel (3), Police Department (45), Public Works, Bureau of Sanitation (7), and Youth Development Department (1). Attachment 1 provides a summary of the eliminated filled positions by department. Attachment 2 provides a breakdown of the substitute authority positions issued for eliminated filled positions by classification.

Following the City Council's approval of the 2025-26 Budget, Letters of Agreement (LOAs) were signed by the Engineers and Architects (EAA) and the Coalition of Los Angeles City Unions (Coalition). These LOAs mandated unpaid holidays to generate savings used to fund the substitute authorities that were activated to continue employment for employees whose occupied positions were eliminated in the 2025-26 Adopted Budget. All potential layoffs were held in abeyance, due to these approved LOAs. This abeyance expires July 1, 2026.

Through anticipated attrition, promotions, available vacancies, and actions taken in the 2026-27 Adopted Budget, this Office anticipates that all individuals in substitute authorities for filled eliminated positions will be able to move into authorized positions. The following table illustrates

the anticipated employee count by department and the solutions available to result in the elimination of the layoff-process substitute authority positions effective July 1, 2026.

Department	Count as of June 4, 2026	Anticipated Count Effective July 1, 2026	Notes
Civil, Human Rights and Equity	2	0	Position authorities are added in the 2026-27 Budget.
Disability	2	0	Employees are expected to retire.
Information Technology Agency	8	0	Employees are expected to move into available vacancies.
Neighborhood Empowerment	2	0	Position authorities are added in the 2026-27 Budget.
Personnel	3	0	Employees are expected to be moved into available vacancies and/or new authorities added in 2026-27.
Police	45	0	Employees are expected to be moved into available vacancies and/or new authorities added in 2026-27. Sufficient funding was added in the 2026-27 Budget for these positions.
PW Sanitation	7	0	Five of the seven employees are expected to move into available vacancies. For the remaining two positions, the Department has sufficient vacancies in other classifications that can be held vacant to fund new substitute authority positions until the positions are vacated through natural attrition.
Youth Development	1	0	Employee is expected to transfer to a new position added in 2026-27 in the Community Investment Department.
Total	70	0	

Following these resolutions above, there will be no more substitute authorities issued pending layoff processing. Therefore, the City will have no more potential layoffs, and it is recommended the Council direct the Personnel Department to cease the layoff process.

FISCAL IMPACT STATEMENT

There is no fiscal impact associated with approval of the recommendation in this report.

FINANCIAL POLICIES STATEMENT

This report is in compliance with the City’s Financial Policies.

MWS:RR:KJS:11260112

- Attachment 1: Eliminated Filled Positions by Department
- Attachment 2: Substitute Authority Positions Issued for Eliminated Filled Positions

Eliminated Filled Positions by Department

Department	2025-26 Budget Adoption	7/1/25	7/31/25	8/28/25	9/25/25	10/23/25	11/20/25	12/18/25	1/15/26	2/12/26	3/12/26	4/9/26	5/7/26	6/4/26	Anticipated on 7/1/26
Aging	1	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Animal Services	-	5	5	-	-	-	-	-	-	-	-	-	-	-	-
Building and Safety	9	9	-	-	-	-	-	-	-	-	-	-	-	-	-
City Administrative Officer	10	10	2	-	-	-	-	-	-	-	-	-	-	-	-
City Clerk	4	2	-	-	-	-	-	-	-	-	-	-	-	-	-
City Planning	14	12	-	-	-	-	-	-	-	-	-	-	-	-	-
Civil, Human Rights and Equity	7	5	4	3	2	2	2	2	2	2	2	2	2	2	-
Community Investment for Families	4	2	1	-	-	-	-	-	-	-	-	-	-	-	-
Disability	4	4	4	4	3	3	2	2	2	2	2	2	2	2	-
Economic and Workforce Development	2	3	-	-	-	-	-	-	-	-	-	-	-	-	-
Fire - Sworn*	41	44	-	-	-	-	-	-	-	-	-	-	-	-	-
General Services	33	38	28	22	15	14	1	1	-	-	-	-	-	-	-
Information Technology Agency	34	34	34	27	14	11	10	10	10	9	9	9	9	8	-
Neighborhood Empowerment	4	4	4	3	3	2	2	2	2	2	2	2	2	2	-
Personnel	57	55	50	49	41	27	17	11	10	8	6	4	3	3	-
Police	248	236	226	219	209	205	200	195	187	152	102	80	46	45	-
PW Board	2	2	2	2	2	1	1	1	1	-	-	-	-	-	-
PW Contract Administration	4	8	-	-	-	-	-	-	-	-	-	-	-	-	-
PW Engineering	23	7	-	-	-	-	-	-	-	-	-	-	-	-	-
PW Sanitation	44	49	22	10	9	9	9	8	8	8	7	7	7	7	-
PW Street Lighting	8	8	8	7	-	-	-	-	-	-	-	-	-	-	-
PW Street Services	24	13	1	-	-	-	-	-	-	-	-	-	-	-	-
Recreation and Parks	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Transportation	29	34	-	-	-	-	-	-	-	-	-	-	-	-	-
Youth Development	8	8	3	3	2	1	1	1	1	1	1	1	1	1	-
Zoo	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	614	595	394	349	300	275	245	233	223	184	131	107	72	70	-

*Fire - Sworn: As Fire sworn employees will not be subject to layoffs, they have been removed from this list as of the July 17, 2025 update. As of the August 14, 2025 update, there are no eliminated filled positions in the Fire Department.

2025-26 SUBSTITUTE POSITION AUTHORITIES - Layoff Process

(anticipated
(as of 6/4/26) on 7/1/26)

Department	Classification	MOU	No. of Positions	No. of Positions
Civil, Human Rights and Equity	0602-1 - Special Investigator I	MOU 01	2	0
Disability	1537-0 - Project Coordinator	MOU 01	2	0
Information Technology Agency	1461-2 - Communications Information Representative II	MOU 03	6	0
Information Technology Agency	1461-3 - Communications Information Representative III	MOU 03	2	0
Neighborhood Empowerment	1537-0 - Project Coordinator	MOU 01	2	0
Personnel	1358-0 - Administrative Clerk	MOU 03	2	0
Personnel	9167-2 - Senior Personnel Analyst II	MOU 00	1	0
Police	1358-0 - Administrative Clerk	MOU 03	20	0
Police	9184-0 - Management Analyst	MOU 01	6	0
Police	1539-0 - Management Assistant	MOU 01	1	0
Police	3687-2 - Police Surveillance Specialist II	MOU 13	2	0
Police	1152-2 - Principal Clerk Police II	MOU 20	2	0
Police	1368-0 - Senior Administrative Clerk	MOU 03	8	0
Police	9171-2 - Senior Management Analyst II	MOU 20	6	0
PW Sanitation	4293-0 - Senior Environmental Compliance Inspector	MOU 19	7	0
Youth Development	1786-0 - Principal Public Relations Representative	MOU 20	1	0
Grand Total			70	0