

PERSONNEL AND HIRING COMMITTEE REPORT relative to approval of salary setting for proposed new Duties Description Record (DDR) for Electric Meter Setter Supervisor (EMSS; Class Code 3824).

Recommendation for Council action:

APPROVE the salary setting for the DDR in connection with the position of EMSS A (Class Code 3824) as detailed in the July 8, 2025 Los Angeles Department of Water and Power (LADWP) report, attached to the Council File.

Fiscal Impact Statement: The LADWP reports that there is no fiscal impact to the City's General Fund. LADWP expects to budget funds to cover the two EMSS A positions. The estimated average year over year financial impact associated with the two EMSS A positions ranges approximately \$288,327.74 to \$296,766.60. Assumptions are based on the Cost-of-Living Adjustment floor of 2.5% and ceiling of 5.5%, which are based on Consumer Price Index, salary adjustments, and other identified miscellaneous new Memorandum of Understanding provisions.

Community Impact Statement: None submitted.

Summary:

On August 8, 2025, your Committee considered a July 8, 2025 LADWP report relative to approval of salary setting for proposed new DDR for EMSS A (Class Code 3824). According to the LADWP, the EMSS job classification currently has one DDR level. The existing DDR supervises the work activities of Electric Meter Setters, trainees, Electrical Craft Helpers, and other classifications engaged in the installation, change, and removal of a wide variety of electric meters and metering equipment, as well as related electrical work, on the premises of consumers of all categories. The LADWP is seeking to add two positions at a new EMSS A level.

The LADWP proposes the new EMSS A DOR salary be set at least 10% above the existing EMSS DDR 95-38241, to be able to attract the right candidates. The EMSS A will be responsible for planning, organizing, and coordinating installation of electric meters, maintenance, and repair work for the Meter Install Group through subordinate supervisors and senior craftsmen engaged in the installation, change, and removal of a wide variety of electric meters and metering equipment, as well as related electrical work, on the premises of customers of all categories, preparing estimates of labor and material costs, obtaining necessary electrical permits and inspections, and preparing work progress reports and material requisitions. All these duties were previously completed by an Electric Distribution Mechanic Supervisor A, Class Code 3873, DDR 94-38118. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the position exemptions as detailed in the LAHD report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel and Hiring Committee

COUNCILMEMBER VOTE

McOSKER: YES

RODRIGUEZ: YES

HUTT: YES

ARL

8/8/25

-NOT OFFICIAL UNTIL COUNCIL ACTS-