



KAREN BASS
MAYOR

MEMORANDUM

To: The Honorable Members of the City Council
c/o City Clerk

From: Karen Bass, Mayor *Karen Bass*

Subject: EXEMPTION REQUEST – LOS ANGELES DEPARTMENT OF WATER & POWER, EXECUTIVE DIRECTOR OF SECURITY SERVICES

Date: September 3, 2025

The Los Angeles Department of Water and Power (LADWP) requested that the Mayor approve the exemption of one (1) position of Assistant General Manager, Class Code 0151, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 121 are approved, and an additional 4 are pending approval. Approval of this request will increase the count. As of the date of this letter, this request will be in the 122nd 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 20 are filled.

The Assistant General Manager position will serve as the Executive Director of Security Services (EDSS). The position will report to LADWP's Chief Administrative Officer and will be responsible for managing the staff and overseeing the operations and activities of the Security Services Division. The EDSS will be responsible for developing and implementing a strategic security plan to safeguard LADWP's mission and objectives; conducting risk assessments, developing mitigation strategies, and providing vulnerability analyses for LADWP's critical assets; overseeing all physical security operations, including the monitoring and protection of LADWP facilities, power plants, water systems, and offices; implementing security technology and systems, including access control, surveillance, and threat detection systems; ensuring compliance with all federal, state, and local regulations related to security; overseeing audits, inspections, and drills to ensure operational readiness; collaborating with stakeholders and serving as the primary

liaison between LADWP and all federal, state, and local security agencies; and managing the security division's budget, staffing, procurement and implementation related to security services.

The Assistant General Manager (EDSS) position requires a bachelor's degree from an accredited four- year college, and at least 10 years of full-time paid management experience in security management, including at least five years in a senior leadership role at an agency related to the water and power utility industry or a similar critical infrastructure. Qualifying experience in the senior leadership role requires experience overseeing medium to large teams focused on developing and/or overseeing physical security programs for infrastructure, and managing large, multi-site security operations with complex risk environments.

The exemption of this position will allow the Los Angeles Department of Water and Power the flexibility to recruit and select the best qualified candidate who possess the necessary specialized experience, talent, and expertise for the position. The duties and requirements as described are appropriate to the class of Assistant General Manager, Executive Director of Security Services (EDSS).

Based on my review of LADWP's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of the Executive Director of Security Services and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, my approval for the department to fill the position may expire.

cc: Carolyn Webb de Macías, Chief of Staff, Office of the Mayor
Zachia Nazarzai, Office of the Mayor
Thomas Arechiga, Office of the Mayor
Janisse Quiñones, Chief Executive Officer and Chief Engineer
John A. Smith, General Services Manager
Tracey Pierce, Assistant General Manager
Michael D'Andrea, Director of Human Resources
Malaika Billups, General Manager, Personnel Department