



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 HOUSING DEPARTMENT, (1)
ASSISTANT GENERAL MANAGER (9271)

Date: January 23, 2026

The Los Angeles Housing Department requested the exemption of one (1) position of Assistant General Manager, Class Code 9271, 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 127 are approved and 2 are pending. Approval of this request will increase the count. As of the date of this letter, this request will be in the 130th position of the 150 exemptions.

The Assistant General Manager will be responsible for overseeing the work of the Homelessness Oversight Bureau, which will include serving as a policy and strategy advisor to LAHD's leadership, City Council, the Mayor, and the CAO, informing how the City allocates resources, determines policies, structures its participation in regional homelessness response, and plans for the future based on the Bureau's analysis of system performance, challenges, and needs. This position is also responsible for overseeing system wide program operations and implementation of the City's homelessness response, including street strategies, interim housing, rental assistance and permanent housing solutions, includes oversight of a \$1 billion budget of both General and Special Funds, ensuring all interventions and program service delivery comply with contracts, MOUs, funding restrictions, settlement requirements, Enhanced Comprehensive Homeless Strategy, and Best Practice Standards of Care. Additionally, the Assistant General Manager will be tasked with the development of a public relations and communications strategy for the City's homelessness response system.

This exemption from Civil Service is requested to allow for recruiting and hiring an Assistant General Manager with both expert technical skills and managerial abilities. The ideal candidate should have: 1) Significant experience with government and non-profit operations and service delivery; policy analysis and development; government budgeting, contracting, and fiscal oversight; data analysis and performance management; and leadership, and 2) A minimum of five years of full-time paid professional experience as the head of or assistant head of an organization responsible for the development, implementation, and administration of a major government or non-profit operations and service delivery. The duties and requirements as described are appropriate to the class of Assistant General Manager within the Los Angeles Housing Department. Approval of this exemption will allow LAHD to select and place individuals with the appropriate skill set and knowledge to effectively manage the executive responsibilities of the Homelessness Oversight Bureau.

Based on my review of the Los Angeles Housing Department's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of Assistant General Manager 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: Mitch Kamin, Chief of Staff, Office of the Mayor
Lidia Manzanares, Office of the Mayor
Thomas Arechiga, Office of the Mayor
Dr. Etsemaye Agonafer, Deputy Mayor
Claudia Monterrosa, Office of the Mayor
Tiena Johnson Hall, General Manager, Housing
Luz Santiago, Assistant General Manager, Housing
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