

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 17, 2026

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **ADDENDUM TO PROPOSALS TO REFORM VARIOUS SECTIONS OF
ARTICLE X (EMPLOYMENT PROVISIONS) OF THE LOS ANGELES CITY
CHARTER**

This addendum to the CAO's June 17, 2026, report entitled "PROPOSALS TO REFORM VARIOUS SECTIONS OF ARTICLE X (EMPLOYMENT PROVISIONS) OF THE LOS ANGELES CITY CHARTER" provides a record of email messages and accompanying attachments distributed to labor organizations relative to Management's call to bargain over various Civil Service provisions contained in Article X of the Los Angeles City Charter.

MWS:PAG:0726516

Attachments



CAO ERD <cao.erd@lacity.org>

Proposed Charter Changes on Civil Service Topics

1 message

CAO ERD <cao.erd@lacity.org>

Mon, Feb 23, 2026 at 8:18 AM

To: CAO ERD City Unions - LAFPPS members <cao.erd-city-unions-lafpps-members@lacity.org>, CAO ERD City Unions - LACERS members <cao.erd-city-unions-lacers-members@lacity.org>

Greetings,

The attached document is being sent to you for your awareness and, where you have an interest, further discussion. On Tuesday, February 24, 2026, the Executive Employee Relations Committee (EERC) will deliberate on the information presented in the attached document, which outlines proposed Civil Service Charter Reform designed to modernize the City's hiring and personnel systems. The EERC will determine which proposals to present to the Charter Reform Commission prior to the full City Council's deliberations on the items that will be advanced to the voters.

Please review the attached document and respond to this email if you are interested in discussing any of the proposed items.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

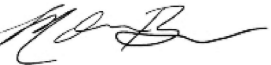
**Charter Reform Commission Report 022326.pdf**

119K

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: February 23, 2026

To: Raymond Meza, Chair, Los Angeles Charter Reform Commission
Justin Ramirez, Executive Director

From: Malaika C. Billups, General Manager, Personnel Department 

Subject: Charter Reform - Civil Service: Priority Areas for Reform

This report outlines four priority areas for Civil Service Charter Reform that are designed to modernize the City's hiring and personnel management systems. Recommendations for reforming these areas will be shared with the City's labor partners as the City intends to meet its legal obligations with respect to discussing any proposed Civil Service-related Charter Reform recommendations with labor with the goal of reaching an agreement on the proposed Charter amendments.

Background

The Los Angeles City Charter dictates the core principles and limitations governing the classification, hiring, discipline, and termination of city employees.

Charter reform is an opportunity to reimagine some of these core principles to increase our ability to attract, hire, develop, and retain top talent to deliver results for the City. To prepare our most thoughtful recommendations, over the past several months, the Personnel Department conducted research to determine the most appropriate recommendations to achieve solutions to the top problems with the Civil Service process. The following includes a summary of our research and engagement efforts:

- 1) Reviewed past civil service and human resources reform efforts
 - a) 2006 Proposed Charter Changes
 - b) 2018 GM HR Improvements Survey
 - c) 2022 UCLA Climate Study
 - d) 2024 reform recommendations
- 2) Facilitated listening sessions with key stakeholders
 - a) General Managers - City Departments
 - b) General Managers - Proprietary Departments
 - c) Dept Personnel Officers (DPOs)
 - d) Various Labor Groups
 - e) Non-governmental stakeholders

- 3) Circulated written surveys to the key stakeholders listed above to help identify top problems
- 4) Conducted research into other Cities' charters and hiring rules to draw comparisons and identify best practices
 - a) Met with comparison Cities
 - b) Conducted research into specific subjects, including the scope of authority of Civil Service Commissions in other jurisdictions
- 5) Met with the City Attorney regarding our obligations and the risks associated with several of the proposed changes
- 6) Presented to the Charter Reform commission on September 13 and October 8, 2025 wherein we:
 - a) Outlined framework of Civil Service
 - b) Discussed Pain Points
 - c) Framed next step proposals
 - d) Took questions

Our research indicates that the current Charter framework, characterized by lengthy and prescriptive procedures, presents structural challenges, including extended hiring timelines for both entry-level and promotional roles, which has resulted in occasional high vacancy rates and limitations on departments' flexibility in accessing the most well suited candidates for unique or specialized roles. Reform in the following priority areas could be targeted to remedy some of these challenges.

Priority Areas of Discussion for Charter Reform

The following section details the four proposed reforms to Article X, Employment Provisions, Civil Service section of the City Charter. This section includes a summary of the current City Charter provision targeted for revision, the challenge we seek to alleviate, and any administrative implementation matters, as necessary.

1. Exemptions (Charter Section 1001)

- **Current City Charter Rule:** The Charter currently identifies specific positions exempted from civil service including, but not limited to elected officials, all general managers or heads of departments, all positions City Council offices (except clerical), all positions in the Mayor's and City Attorney's offices, two assistant general managers in each city department and bureau, and various other specific exemptions. It also creates a cap of 150 additional exemptions for other City positions in management, professional, scientific, or expert services.

- **Challenge to Alleviate:** The current fixed-number cap limits the City's flexibility to respond to new challenges and crises. General Managers have regularly requested more exemptions to meet operational demands. Exempt positions allow City departments more flexibility within their hiring processes.
- **Administrative Considerations:** The City Council can currently increase the maximum number of exempt positions up to the 1% cap under Charter Section 1001(b)(4) by a two-thirds vote. Any changes increasing the number of exemption positions under this section would need to be reflected in the Administrative Code. *For example*, the City Council increased the 150 exemptions allocated in the Charter by 50, through Administrative Code Section 4.24, bringing the total number of permissible exemptions to 200. The 50 exemptions were limited to one time use unlike the 150 (i.e., should an assigned exemption become vacant, the 50 would be decreased by that one, which does not apply to the 150 exemptions in the Charter). The City Council, however, can reauthorize the exemptions in Section 4.24.

2. Examination (Charter Section 1005)

- **Current City Charter Rule:** "Positions in the classified civil service shall be filled through competitive examination." The Charter requires exams to be "practical" and to "fairly test" the relative capacity of candidates.
- **Challenge to Alleviate:** The term "competitive examination" has been strictly interpreted to require testing and ranking every candidate, which delays hiring. Changing the language allows for more modern assessment methods (e.g., evaluating experience and character without a rigid written test for every role) to reduce hiring timelines and improve access to qualified candidates.
- **Administrative Considerations:** Updates to Civil Service Rules regarding any new definition and administration of examinations would be required to align with any new Charter language.

3. Assessment and Ranking of Applicants (Charter Sections 1006 and 1009)

- **Current City Charter Rule:** Promotions must be based on "ascertained merit and seniority." The Charter requires separate promotional and open lists and mandates that, "where practicable," vacancies be filled by promotion from within.
- **Challenge to Alleviate:** The current use of service credits rewards length of service rather than a clean assessment of the quality, skill, talent, and efficiency of the candidate seeking a position. In addition, strict (or vague) promotional rules prevent mid-career hiring from the private sector or other agencies, leading to a limited applicant pool. A list of eligible candidates, based on the merit alone, ensures the City hires the best-qualified candidates regardless of their prior employment status.

- **Administrative Considerations:** The Civil Service Rules could require extensive revision to implement any changes to these rules.

4. Authority Transfer from Civil Service Commission (Sections 1003, 1004, 1013, 1014)

- **Current City Charter Rule(s):** The Civil Service Commission (CSC) currently holds the sole authority to:
 - Establish job classifications
 - Promulgate Civil Service Rules
 - Approve temporary/emergency appointments
 - Approve special reassignments
- **Challenge to Alleviate:** As the City grows and expands its efforts to impact local communities, the need for expeditious hiring increases. Current requirements to go to the Civil Service Commission for routine allocations and classifications can delay hiring by a month or more. The Commission rarely intervenes in these staff recommendations. Transferring primary authority for routine and some non-routine matters would streamline processes like those listed above. The Commission, instead, could serve as an appeals body, providing the public with a necessary opportunity to weigh in on any such decision.
- **Administrative Considerations:** Related Charter and Administrative Code provisions would need to be amended to redistribute the Civil Service Commission's primary authority for classification and rule administration.



CAO ERD <cao.erd@lacity.org>

Re: Proposed Charter Changes on Civil Service Topics

1 message

CAO ERD <cao.erd@lacity.org>

Fri, Apr 17, 2026 at 3:28 PM

To: CAO ERD City Unions - LAFPPS members <cao.erd-city-unions-lafpps-members@lacity.org>, CAO ERD City Unions - LACERS members <cao.erd-city-unions-lacers-members@lacity.org>

Bcc: Vivienne Swanigan <vivienne.swanigan@lacity.org>, Shanise Black <Shanise.Black@lacity.org>, Frank Dominguez <frank.dominguez@lacity.org>, Malaika Billups <malaika.billups@lacity.org>, Grayce Liu <grayce.liu@lacity.org>, Steve Rivera <steve.rivera@lacity.org>, Vincent Cordero <vincent.cordero@lacity.org>, Stephanie Ozawa <stephanie.ozawa@lacity.org>, Rhonda Glenn <rhonda.glenn@lacity.org>, "Girard, Paul" <paul.girard@lacity.org>

Greetings,

On February 23, 2026, the Employee Relations Division distributed a City of Los Angeles Personnel Department report on recommendations for City Charter amendments and solicited input and feedback on the proposals and/or meeting requests for further discussion. A more detailed addendum to the originally distributed report is also attached to this message.

For your awareness, subsequent to the February 23rd communication, the Charter Reform Commission issued its final report to the City Council for consideration. The Charter Reform Commission's web site can be accessed [here](#), which provides a complete record of its work. The Commission's [final report](#) is accessible via Council file [26-0489](#).

On April 16, 2026, Council President Harris-Dawson officially referred the Charter Reform Commission's final report to the City Council's Rules, Elections and Intergovernmental Relations Committee and outlined a proposed meeting schedule for deliberations on the final report and all other proposals that may be made. A copy of the Council President's letter is attached to this message.

If you are interested in meeting about Charter reform topics and have not already contacted this Office, please reply to this message with your availability to meet.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

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3 attachments



Charter Reform Commission Report 022326.pdf

97K



Charter Reform - Civil Service Priority Areas for Reform.pdf

139K



Council President Letter.pdf

366K

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- **Administrative Considerations:** Related Charter and Administrative Code provisions would need to be amended to redistribute the Civil Service Commission's primary authority for classification and rule administration.

Proposed Charter Changes on Civil Service Topics

Proposed language additions are in **bold** with **strike-outs** through deletions.

Charter Section 1001 - Exemptions

Each of the following positions shall be exempt from this Article:

(a) Exempt Positions.

- (1) All officers elected by the people.
- (2) All members of the boards of commissioners.
- (3) All chief administrative officers of the City's departments and offices and the Directors of the Public Works' Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services.
- (4) ~~Two~~ **All** positions in the class of Assistant General Manager or Deputy Director in each City office or department, and ~~two~~ **all** positions in the class of Assistant Director in each of the Public Works Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services, and ~~two~~ **all** positions in the class of Deputy Controller in the Office of Controller.
- (5) All Deputy Chiefs of Police.
- (6) All Deputy Chiefs of Fire.
- (7) Positions in the Office of the Mayor.
- (8) Positions established by the Council for the purpose of assisting the members of the Council in the performance of their duties, except for clerical personnel.
- (9) All positions in the office of the City Attorney.
- (10) The Chief Financial Officer of the Department of Water and Power.
- (11) The Executive Director of the Board of Police Commissioners.
- (12) The Inspector General of the Police Department.
- (13) The Executive Director and all personnel of the City Ethics Commission.
- (14) All Assistant Directors in the Office of the City Administrative Officer.
- (15) ~~The~~ **All** Traffic Managers and ~~the~~ Port Wardens of the Harbor Department.
- (16) Crossing Guards.
- (17) All physicians and psychologists subject to Section 1040.
- (18) All officers of election.
- (19) Persons specially employed by the City Clerk **and the Department of Neighborhood Empowerment**, as authorized by the provisions of Section 405 of the Charter, to assist in the conduct of any election.
- (20) Positions elsewhere specifically exempted by the Charter.

(b) Management, Professional, Scientific or Expert Services. In addition to those positions described in subsections (a), (c) and (d) of this section, up to ~~150 persons~~ **1% of the regular authorized positions of the City departments** to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments ~~including the Proprietary Departments~~. **The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no**

Proposed Charter Changes on Civil Service Topics

exempt position shall lose their exempt position for this purpose except by attrition.

Appointments under this subsection shall be subject to the following:

(1) As to each position to be exempted under this subsection, and prior to the initiation of the selection process to fill the position, the Mayor shall forward to the Council a recommendation for an exempt position which sets forth the educational, experience and other professional requirements of the position and describes the circumstances presented by the department seeking the appointment that preclude filling the position through the civil service system. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved. When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, will retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(4) Council may, by ordinance adopted by two-thirds vote, increase the maximum number of exempt positions as provided in subsection (b) to no more than **one two** percent (**12%**) of the regular authorized positions in the City workforce, provided that if the maximum number of exempt positions is increased pursuant to this subsection, ~~the number of positions created by subsections (a) (4), (5) and (c) of this section shall be counted toward the maximum allowable exemptions.~~ If Council provides for a maximum number of exemptions based on a percentage of the workforce, and a reduction in the workforce results in more filled exempt positions than permissible, each incumbent shall retain the exemption, but when vacated, such excess exemptions shall terminate.

(c) Proprietary Department Positions. In addition to the exempt positions in the Proprietary Departments created by subsections

(a), (b)(1), (2), (3) and (d) of this section, up to **0.5%** of 45 positions in the Department of Water and Power and ~~up to 3% of ten positions to be allocated between the in~~ Harbor Department and ~~the 3% of positions in the~~ Department of Airports for employment of persons to provide management services or to render professional, scientific or expert services of an exceptional character. **The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no exempt position shall lose their exempt position for this purpose except by attrition.** Exemption of these positions shall be subject to the following:

Proposed Charter Changes on Civil Service Topics

(1) Upon receipt of a request for an exempt position by the department which sets forth the educational, experience and other professional requirements of the position and describes the circumstances that preclude filling the position through the civil service system, the Mayor shall forward to the Council a recommendation for the exempt position. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, shall retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(d) Positions Approved by Council. In addition to the exempt positions created in subsections (a), (b) and (c) of this section, any of the following may be exempted from the provisions of this Article upon the request of the head of the department or office in which they are employed, by order of the Board of Civil Service Commissioners, approved by the Council by resolution:

(1) positions of **vocational workers, apprenticeships, and trainee classes** ~~unskilled laborers, including drivers:~~

(2) positions for workers, mechanics or craftspersons (including crew leaders) employed exclusively in that position on the construction of public works, improvements or buildings;

(3) any position requiring the services of one individual for not more than half time **(1,040 hours in a service year)** ~~and paying a salary not to exceed three-fourths of the monthly rate established by the salary fixing authority of the department, division or office for entering-level clerical positions;~~

(4) grant-funded positions for a term of no more than two years which, by application of the procedures described in this subsection, may be extended for one additional year for a maximum exemption period of three years.

Any exemption made under the provisions of (1) through (4) may be terminated at any time by resolution of the Board of Civil Service Commissioners.

(e) Leave of Absence from Civil Service. Each person exempted or appointed to an exempt position under this section shall, during the period of exempt employment, be considered as being on leave of absence from the classified civil service if at the time of exemption he or she holds a position **following completion of a probationary period** in the classified civil service,

Proposed Charter Changes on Civil Service Topics

or is entitled to hold a position therein, and shall continue, during such period, to accrue seniority credit the same as though serving in such position.

Note: Below is language in the related Administrative Code section. As this Code section is separate from the Charter, we are not proposing amending this language.

Los Angeles Administrative Code Sec. 4.24. Authorization of Additional Exempt Positions for Management, Professional, Scientific or Expert Services

In addition to those positions described in subsection (b) of Los Angeles City Charter Section [1001](#), up to 50 additional exempt positions may be authorized to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments, including the Proprietary Departments. These positions are authorized pursuant to Los Angeles City Charter Section [1001\(b\)\(4\)](#). All such exempt positions authorized under this section must be approved pursuant to the procedure set forth in Los Angeles City Charter Section [1001\(b\)\(1\)](#).

(a) Candidates for appointment to an exempt position under this section should meet the professional requirements in the exemption request forwarded by the Office of the Mayor pursuant to Los Angeles City Charter Subsection [1001\(b\)\(1\)](#). A candidate who does not meet the professional requirements specified by the Office of the Mayor pursuant to Los Angeles City Charter Section [1001\(b\)\(1\)](#) shall only be appointed upon approval by City Council.

(b) In the event that an exempt position approved under this section becomes vacant, the exemption shall terminate and the number of exemptions authorized under this section shall be reduced by one, unless the position is reauthorized by City Council.

Charter Section 1005 Examination

Positions in the classified civil service shall be filled through **competitive examination based on merit for the job classification**. Applicants shall be subject to review of **education**, experience **and/or** character and may be disqualified if it is determined specified requirements are not met. Examinations shall be practical, and shall relate to those matters that will fairly **test assess** the relative capacity ~~of the persons examined to discharge~~ to perform the duties of the position to which ~~they~~ **applicants** seek to be appointed and, when appropriate, shall include, or exclusively consist of, tests of physical qualifications, and manual skill. ~~No limitation or restriction whatsoever shall be imposed, excepting to the extent permitted by applicable state or federal law in the departments of fire and police, fixing a maximum age in excess of which persons shall be deprived from taking examinations for or being employed in the classified civil service. The provisions of Section 104(i) regarding discrimination on the basis of age shall not prohibit fixing a maximum age in the departments of fire and police if otherwise authorized by this section.~~

Proposed Charter Changes on Civil Service Topics**Charter Section 1006 Credit for Military Service**

(a) Subject to the conditions set forth in this section, in all original examinations, the Board of Civil Service Commissioners shall, in addition to all other credits, give a credit of five percent of the total credits specified for an examination to all persons who receive a passing score on the examination and who have served in the armed forces of the United States during time of war or armed insurrection, or during any time when the United States is engaged in active military operations against any foreign power, whether or not war has been formally declared, or when the United States is assisting the United Nations in actions involving the use of armed forces to restore international peace and security (Military Service), if such persons are honorably discharged from active service even if they remain in the military reserve.

(b) The five percent (5%) credit shall be granted for a period of five years from the date of release from active Military Service of an eligible person or five years from the date the person becomes available for employment. A person shall be deemed unavailable for employment if the person is a student engaged in a training or educational process approved by the board or is hospitalized as a result of a service-connected injury or illness.

(c) A five percent (5%) credit for a period not to exceed five years shall be given to widows or widowers of persons killed while in Military Service. Such five-year period shall commence to run from the date the spouse is deceased.

(d) A five percent (5%) credit for a period not to exceed five years shall be given to spouses of persons who are unable to work because of disabilities resulting from Military Service. Such five-year period shall commence to run from the date the board determines that the person became unable to work.

(e) Notwithstanding any time limitations set forth in other parts of this section, the five percent (5%) credit shall be provided to all persons with disabilities resulting from Military Service without regard to the date of discharge. For purposes of this subsection, a person shall be deemed disabled if the disability is certified by the Veterans Administration or its successor agency.

(f) The City Council may, by ordinance adopted by two-thirds vote, increase the seniority credit in this section up to 10%.

Charter Section 1009 Promotion:

The general manager of the Personnel Department through the classified civil service process will determine the filing basis for each assessment. ~~board shall by its rules provide for promotion in the classified civil service on the basis of ascertained merit and~~

Proposed Charter Changes on Civil Service Topics

~~seniority in service and examination, and shall provide, in all cases where it is practicable, that vacancies shall be filled by promotion.~~ All **assessments examinations** for promotion shall be ~~competitive~~ **based on merit, including an appropriate measure of knowledge, skill, experience, and talent** among ~~those individuals members of lower ranks~~ who apply for the **assessment examination** and who have the experience and qualifications ~~required by the board~~ as a prerequisite for ~~taking~~ the **assessment examination**. The general manager of the Personnel Department shall submit to the appointing authority for each promotion the names of eligible applicants in accordance with Section 1010 (Certification). (Section 1009)

~~In rating eligible candidates, the board shall make an allowance of credits for past service. The announcement of the examination shall state that credits will be given for past service.~~ Upon the written request of the appointing authority, the ~~board~~ **general manager of the Personnel Department** may certify the names of those **open and promotional** applicants having the highest ratings on the **assessment on one combined register of eligibles**. ~~open competitive eligible list whose scores before adjustment for preferential credits are higher than the score of the highest available applicant on the promotional eligible register after credits for past service have been added~~ Names of candidates **shall may** be removed from the register of eligibles ~~for promotion~~ after they have remained on the register for two years without re-examination. (Section 1009)

~~Promotional examinations~~ **Assessments** shall be held at intervals necessary to maintain a register of eligibles for ~~promotional~~ positions in which there are vacancies. The method and rules governing examination and certification ~~for promotions~~ shall be the same as provided for applicants for original appointment, except as otherwise provided in this section. (Section 1009)

Note: Several areas of the Charter use the terms "examination" aside from these sections where the terms are defined. We propose changing examination to assessment in accordance with any change to Sec 1005.

Authority Transfer: Civil Service Commission to Personnel General Manager (Sections 1003, 1004, 1013, 1014):

Charter Section 1003 Classification of Positions

The ~~general manager of the Personnel Department Board of Civil Service Commissioners~~ shall establish classes for all positions of employment. The positions classified by the ~~general manager of the Personnel Department board~~ shall constitute the classified civil service of the City, and no appointment to any of these positions shall be made except in accordance with the rules adopted by the ~~b~~**Board of Civil Service Commissioners** under the authority of this Article (the civil service rules).

Proposed Charter Changes on Civil Service Topics

Each class shall be given an appropriate title and shall include all positions sufficiently similar in respect to duties and responsibilities and that have the same requirements as to education, experience, knowledge and ability; the same tests of fitness; and to which the same schedule of compensation may apply with fairness.

Charter Section 1004 Civil Service Rules

The **general manager of the Personnel Department** ~~board~~ shall promulgate civil service rules to carry out the purposes of this Article in accordance with applicable law. All rules and any changes to those rules shall be made in writing. The **general manager of the Personnel Department** ~~board~~ shall **promulgate a public give notice of any changes to be made to the civil service rules at least 30 days from the date on which the rules shall go into effect. by publication in some daily newspaper circulated in the City of Los Angeles of the place or places where the rules may be obtained, and the date, not less than 30 days after the date of publication, when the rules shall go into effect.** The civil service rules shall provide for, among other subjects, examinations, leaves of absence, transfers, temporary appointments, disciplinary hearings, layoffs, and procedures for the review and appeal of determinations by the general manager of the Personnel Department with respect to the civil service provisions of the Charter. **Any changes to the civil service rules promulgated by the general manager of the Personnel Department are appealable to and by the Board of Civil Service Commissioners within 30 days of the date first established for public notice. Any civil service rule change facing appeal may not take effect until completion of the civil service rule review by the board.**

Charter Section 1013 Temporary Appointment

(a) Length of Appointment. To prevent stoppage of public business or to meet extraordinary exigencies, any appointing authority may make temporary appointments to classified positions in accordance with civil service rules that the board shall prescribe. The ~~board~~ **general manager of the Personnel Department** shall have the power to authorize such temporary appointments until an eligible list is established, but for no longer than ~~one year~~ **eighteen months**.

(b) Termination. Any temporary appointment shall terminate immediately when a regular appointment can be made unless the ~~board~~ **general manager of the Personnel Department** finds that for a specified period it is necessary that the temporary employee remain to orient or train the new regular appointee.

(c) Temporary and Intermittent Appointments. The civil service rules shall provide for the tenure of persons appointed from a register of eligibles to positions determined by the ~~board~~ **general manager of the Personnel Department** to be temporary or intermittent in character. Any rules adopted pursuant to this subsection shall provide that when appointment is made to a

Proposed Charter Changes on Civil Service Topics

position determined to be temporary or intermittent, the provisions of Section 1011 with respect to period of probation and completion of appointment shall not apply.

Charter Section 1014 Special Reassignments

(a) Reassignment Without Examination. In addition to and notwithstanding the provisions of Section [1015](#), the **board general manager of the Personnel Department** may by its rules provide for status and seniority for civil service employees in classes other than those for which they were examined, where:

- (1) an employee is incapable of performing satisfactorily the duties of his or her position because of injury, sickness or disability; or
- (2) an employee has completed a probationary period in the City service.

(b) Requirements for Reassignment. Any rules adopted by the board pursuant to this section shall provide that:

- (1) no employee may be placed in a different class without first receiving the employee's written consent to the reassignment;
- (2) no change of class status may be allowed if it would result in a promotion;
- (3) no employee may be placed in a different class unless the employee possesses the minimum qualifications required for the class and the capability of performing the required duties;
- (4) no employee who is placed in a different class pursuant to the provisions of this section may be credited with more seniority than accumulated in the employee's former class.



MARQUEECE HARRIS-DAWSON
Los Angeles City Council President

April 16, 2026

Ms. Patrice Lattimore
Los Angeles City Clerk
200 N. Spring Street, Room 360
Los Angeles, CA 90012

RE: Charter Reform Commission Recommendations

Dear Ms. Lattimore:

Pursuant to LAAC Ordinance No. 188303, the Los Angeles Charter Reform Commission has transmitted its final report to the Council for consideration, including recommendations for Charter amendments. To provide a thorough, timely and transparent public deliberation, the recommendations will be heard by the Rules, Elections and Intergovernmental Relations Committee (REIR). This letter outlines the anticipated meeting schedule, the structure of REIR deliberations, and guidance for engaging the full Council. While the following is subject to change, this schedule is intended to meet the deadline for placing Charter amendments on the November 2026 ballot with a full council vote on Tuesday, June 9, 2026.

Committee Dates & Meeting Topics:

- **April 30 (1:00–4:00 PM):** Public Comment and Overview of Commission Report
- **May 5 (1:00–4:00 PM):** Government Efficiency, Planning, City Powers, Neighborhood Councils
- **May 14 (1:00–4:00 PM):** Budget, Infrastructure and Procurement
- **May 21 (1:00–4:00 PM):** Elections and Ethics
- **May 28 (1:00–4:00 PM):** Personnel, Police and Matters Not Addressed in Preceding Meetings
- **June 4 (1:00–4:00 PM):** Wrap-Up Meeting

Committee Operations:

- The Committee will systematically review what the Commission considered and recommended, using its report as the framework for deliberation.
- To support committee deliberations, the CLA will provide real-time guidance on whether recommendations are ballot-ready, can be addressed through city ordinance changes, or may require additional reporting.

In preparation for council consideration, I am requesting that Councilmembers submit their ideas for any Charter amendments that are not already addressed in the Commission's report in the form of a motion(s) by Friday, May 1. Please review the schedule carefully to ensure we do not miss required deadlines and reach out to my office should you have any questions.

Sincerely,

Marqueece Harris-Dawson
Council President

cc: Honorable Members of the City Council
Honorable Mayor Karen Bass
City Attorney Hydee Feldstein Soto
City Controller Kenneth Mejia
Chief Legislative Analyst Sharon Tso
Chief Administrative Officer Matthew Szabo
Charter Reform Commission Executive Director Justin Ramirez

City Hall Office
200 N. Spring St., Room 450,
Los Angeles, CA 90012

Constituent Service Center
8475 S. Vermont Ave.
Los Angeles, CA 90044

(213) 473-7008
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mhdcd8.com



CAO ERD <cao.erd@lacity.org>

Re: Proposed Charter Changes on Civil Service Topics

1 message

CAO ERD <cao.erd@lacity.org>

Tue, May 19, 2026 at 5:01 PM

To: CAO ERD City Unions - LAFPPS members <cao.erd-city-unions-lafpps-members@lacity.org>, CAO ERD City Unions - LACERS members <cao.erd-city-unions-lacers-members@lacity.org>

Bcc: Vivienne Swanigan <vivienne.swanigan@lacity.org>, Shanise Black <Shanise.Black@lacity.org>, Frank Dominguez <frank.dominguez@lacity.org>, Malaika Billups <malaika.billups@lacity.org>, Grayce Liu <grayce.liu@lacity.org>, Steve Rivera <steve.rivera@lacity.org>, Vincent Cordero <vincent.cordero@lacity.org>, Stephanie Ozawa <stephanie.ozawa@lacity.org>, Rhonda Glenn <rhonda.glenn@lacity.org>, "Girard, Paul" <paul.girard@lacity.org>

Greetings,

In furtherance of discussions regarding proposals for Charter reform, the Executive Employee Relations Committee met on Tuesday, May 19th to discuss the substance of feedback from labor organizations. Attached please find a pdf document containing revisions to the City's initial set of proposals to amend the Civil Service section of the Charter.

Additionally, the following dates are critical deadlines in the Charter reform process.

- **June 4, 2026:** Rules, Elections and Intergovernmental Relations Committee's deliberations are scheduled to conclude.
- **June 9, 2026:** City Council is scheduled to vote on all Charter amendment proposals.
- **June 16, 2026:** Last day for the City Council to adopt a motion requesting the City Attorney to prepare resolutions to place proposed measures on the ballot for the November 3, 2026 election.
- **June 26, 2026:** Last day for the City Council to adopt all resolutions placing proposed measures on the ballot for the November 3, 2026 election.

If you are interested in discussing Charter reform proposals and have not already contacted this Office, or if you have already met with this Office and are interested in continuing discussions, please contact this Office immediately to schedule a meeting.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

On Fri, Apr 17, 2026 at 3:28 PM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

On February 23, 2026, the Employee Relations Division distributed a City of Los Angeles Personnel Department report on recommendations for City Charter amendments and solicited input and feedback on the proposals and/or meeting requests for further discussion. A more detailed addendum to the originally distributed report is also attached to this message.

For your awareness, subsequent to the February 23rd communication, the Charter Reform Commission issued its final report to the City Council for consideration. The Charter Reform Commission's web site can be accessed [here](#), which provides a complete record of its work. The Commission's [final report](#) is accessible via Council file [26-0489](#).

On April 16, 2026, Council President Harris-Dawson officially referred the Charter Reform Commission's final report to the City Council's Rules, Elections and Intergovernmental Relations Committee and outlined a proposed meeting schedule for deliberations on the final report and all other proposals that may be made. A copy of the Council President's letter is attached to this message.

If you are interested in meeting about Charter reform topics and have not already contacted this Office, please reply to this message with your availability to meet.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

On Mon, Feb 23, 2026 at 8:18 AM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

The attached document is being sent to you for your awareness and, where you have an interest, further discussion. On Tuesday, February 24, 2026, the Executive Employee Relations Committee (EERC) will deliberate on the information presented in the attached document, which outlines proposed Civil Service Charter Reform designed to modernize the City's hiring and personnel systems. The EERC will determine which proposals to present to the Charter Reform Commission prior to the full City Council's deliberations on the items that will be advanced to the voters.

Please review the attached document and respond to this email if you are interested in discussing any of the proposed items.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

4 attachments



Charter Reform Commission Report 022326.pdf
97K



Charter Reform - Civil Service Priority Areas for Reform.pdf
139K



Council President Letter.pdf
366K

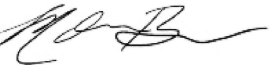


Charter Reform - Civil Service Priority Areas for Reform 20260519.pdf
667K

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: February 23, 2026

To: Raymond Meza, Chair, Los Angeles Charter Reform Commission
Justin Ramirez, Executive Director

From: Malaika C. Billups, General Manager, Personnel Department 

Subject: Charter Reform - Civil Service: Priority Areas for Reform

This report outlines four priority areas for Civil Service Charter Reform that are designed to modernize the City's hiring and personnel management systems. Recommendations for reforming these areas will be shared with the City's labor partners as the City intends to meet its legal obligations with respect to discussing any proposed Civil Service-related Charter Reform recommendations with labor with the goal of reaching an agreement on the proposed Charter amendments.

Background

The Los Angeles City Charter dictates the core principles and limitations governing the classification, hiring, discipline, and termination of city employees.

Charter reform is an opportunity to reimagine some of these core principles to increase our ability to attract, hire, develop, and retain top talent to deliver results for the City. To prepare our most thoughtful recommendations, over the past several months, the Personnel Department conducted research to determine the most appropriate recommendations to achieve solutions to the top problems with the Civil Service process. The following includes a summary of our research and engagement efforts:

- 1) Reviewed past civil service and human resources reform efforts
 - a) 2006 Proposed Charter Changes
 - b) 2018 GM HR Improvements Survey
 - c) 2022 UCLA Climate Study
 - d) 2024 reform recommendations
- 2) Facilitated listening sessions with key stakeholders
 - a) General Managers - City Departments
 - b) General Managers - Proprietary Departments
 - c) Dept Personnel Officers (DPOs)
 - d) Various Labor Groups
 - e) Non-governmental stakeholders

- 3) Circulated written surveys to the key stakeholders listed above to help identify top problems
- 4) Conducted research into other Cities' charters and hiring rules to draw comparisons and identify best practices
 - a) Met with comparison Cities
 - b) Conducted research into specific subjects, including the scope of authority of Civil Service Commissions in other jurisdictions
- 5) Met with the City Attorney regarding our obligations and the risks associated with several of the proposed changes
- 6) Presented to the Charter Reform commission on September 13 and October 8, 2025 wherein we:
 - a) Outlined framework of Civil Service
 - b) Discussed Pain Points
 - c) Framed next step proposals
 - d) Took questions

Our research indicates that the current Charter framework, characterized by lengthy and prescriptive procedures, presents structural challenges, including extended hiring timelines for both entry-level and promotional roles, which has resulted in occasional high vacancy rates and limitations on departments' flexibility in accessing the most well suited candidates for unique or specialized roles. Reform in the following priority areas could be targeted to remedy some of these challenges.

Priority Areas of Discussion for Charter Reform

The following section details the four proposed reforms to Article X, Employment Provisions, Civil Service section of the City Charter. This section includes a summary of the current City Charter provision targeted for revision, the challenge we seek to alleviate, and any administrative implementation matters, as necessary.

1. Exemptions (Charter Section 1001)

- **Current City Charter Rule:** The Charter currently identifies specific positions exempted from civil service including, but not limited to elected officials, all general managers or heads of departments, all positions City Council offices (except clerical), all positions in the Mayor's and City Attorney's offices, two assistant general managers in each city department and bureau, and various other specific exemptions. It also creates a cap of 150 additional exemptions for other City positions in management, professional, scientific, or expert services.

- **Challenge to Alleviate:** The current fixed-number cap limits the City's flexibility to respond to new challenges and crises. General Managers have regularly requested more exemptions to meet operational demands. Exempt positions allow City departments more flexibility within their hiring processes.
- **Administrative Considerations:** The City Council can currently increase the maximum number of exempt positions up to the 1% cap under Charter Section 1001(b)(4) by a two-thirds vote. Any changes increasing the number of exemption positions under this section would need to be reflected in the Administrative Code. *For example*, the City Council increased the 150 exemptions allocated in the Charter by 50, through Administrative Code Section 4.24, bringing the total number of permissible exemptions to 200. The 50 exemptions were limited to one time use unlike the 150 (i.e., should an assigned exemption become vacant, the 50 would be decreased by that one, which does not apply to the 150 exemptions in the Charter). The City Council, however, can reauthorize the exemptions in Section 4.24.

2. Examination (Charter Section 1005)

- **Current City Charter Rule:** "Positions in the classified civil service shall be filled through competitive examination." The Charter requires exams to be "practical" and to "fairly test" the relative capacity of candidates.
- **Challenge to Alleviate:** The term "competitive examination" has been strictly interpreted to require testing and ranking every candidate, which delays hiring. Changing the language allows for more modern assessment methods (e.g., evaluating experience and character without a rigid written test for every role) to reduce hiring timelines and improve access to qualified candidates.
- **Administrative Considerations:** Updates to Civil Service Rules regarding any new definition and administration of examinations would be required to align with any new Charter language.

3. Assessment and Ranking of Applicants (Charter Sections 1006 and 1009)

- **Current City Charter Rule:** Promotions must be based on "ascertained merit and seniority." The Charter requires separate promotional and open lists and mandates that, "where practicable," vacancies be filled by promotion from within.
- **Challenge to Alleviate:** The current use of service credits rewards length of service rather than a clean assessment of the quality, skill, talent, and efficiency of the candidate seeking a position. In addition, strict (or vague) promotional rules prevent mid-career hiring from the private sector or other agencies, leading to a limited applicant pool. A list of eligible candidates, based on the merit alone, ensures the City hires the best-qualified candidates regardless of their prior employment status.

- **Administrative Considerations:** The Civil Service Rules could require extensive revision to implement any changes to these rules.

4. Authority Transfer from Civil Service Commission (Sections 1003, 1004, 1013, 1014)

- **Current City Charter Rule(s):** The Civil Service Commission (CSC) currently holds the sole authority to:
 - Establish job classifications
 - Promulgate Civil Service Rules
 - Approve temporary/emergency appointments
 - Approve special reassignments
- **Challenge to Alleviate:** As the City grows and expands its efforts to impact local communities, the need for expeditious hiring increases. Current requirements to go to the Civil Service Commission for routine allocations and classifications can delay hiring by a month or more. The Commission rarely intervenes in these staff recommendations. Transferring primary authority for routine and some non-routine matters would streamline processes like those listed above. The Commission, instead, could serve as an appeals body, providing the public with a necessary opportunity to weigh in on any such decision.
- **Administrative Considerations:** Related Charter and Administrative Code provisions would need to be amended to redistribute the Civil Service Commission's primary authority for classification and rule administration.

Proposed Charter Changes on Civil Service Topics

Proposed language additions are in **bold** with **strike-outs** through deletions.

Charter Section 1001 - Exemptions

Each of the following positions shall be exempt from this Article:

(a) Exempt Positions.

- (1) All officers elected by the people.
- (2) All members of the boards of commissioners.
- (3) All chief administrative officers of the City's departments and offices and the Directors of the Public Works' Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services.
- (4) ~~Two~~ **All** positions in the class of Assistant General Manager or Deputy Director in each City office or department, and ~~two~~ **all** positions in the class of Assistant Director in each of the Public Works Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services, and ~~two~~ **all** positions in the class of Deputy Controller in the Office of Controller.
- (5) All Deputy Chiefs of Police.
- (6) All Deputy Chiefs of Fire.
- (7) Positions in the Office of the Mayor.
- (8) Positions established by the Council for the purpose of assisting the members of the Council in the performance of their duties, except for clerical personnel.
- (9) All positions in the office of the City Attorney.
- (10) The Chief Financial Officer of the Department of Water and Power.
- (11) The Executive Director of the Board of Police Commissioners.
- (12) The Inspector General of the Police Department.
- (13) The Executive Director and all personnel of the City Ethics Commission.
- (14) All Assistant Directors in the Office of the City Administrative Officer.
- (15) ~~The~~ **All** Traffic Managers and ~~the~~ Port Wardens of the Harbor Department.
- (16) Crossing Guards.
- (17) All physicians and psychologists subject to Section 1040.
- (18) All officers of election.
- (19) Persons specially employed by the City Clerk **and the Department of Neighborhood Empowerment**, as authorized by the provisions of Section 405 of the Charter, to assist in the conduct of any election.
- (20) Positions elsewhere specifically exempted by the Charter.

(b) Management, Professional, Scientific or Expert Services. In addition to those positions described in subsections (a), (c) and (d) of this section, up to ~~150 persons~~ **1% of the regular authorized positions of the City departments** to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments ~~including the Proprietary Departments~~. **The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no**

Proposed Charter Changes on Civil Service Topics

exempt position shall lose their exempt position for this purpose except by attrition.

Appointments under this subsection shall be subject to the following:

(1) As to each position to be exempted under this subsection, and prior to the initiation of the selection process to fill the position, the Mayor shall forward to the Council a recommendation for an exempt position which sets forth the educational, experience and other professional requirements of the position and describes the circumstances presented by the department seeking the appointment that preclude filling the position through the civil service system. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved. When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, will retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(4) Council may, by ordinance adopted by two-thirds vote, increase the maximum number of exempt positions as provided in subsection (b) to no more than **one two** percent (**12%**) of the regular authorized positions in the City workforce, provided that if the maximum number of exempt positions is increased pursuant to this subsection, ~~the number of positions created by subsections (a) (4), (5) and (c) of this section shall be counted toward the maximum allowable exemptions.~~ If Council provides for a maximum number of exemptions based on a percentage of the workforce, and a reduction in the workforce results in more filled exempt positions than permissible, each incumbent shall retain the exemption, but when vacated, such excess exemptions shall terminate.

(c) Proprietary Department Positions. In addition to the exempt positions in the Proprietary Departments created by subsections

(a), (b)(1), (2), (3) and (d) of this section, up to **0.5%** of 45 positions in the Department of Water and Power and ~~up to 3% of ten positions to be allocated between the in~~ Harbor Department and ~~the 3% of positions in the~~ Department of Airports for employment of persons to provide management services or to render professional, scientific or expert services of an exceptional character. **The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no exempt position shall lose their exempt position for this purpose except by attrition.** Exemption of these positions shall be subject to the following:

Proposed Charter Changes on Civil Service Topics

(1) Upon receipt of a request for an exempt position by the department which sets forth the educational, experience and other professional requirements of the position and describes the circumstances that preclude filling the position through the civil service system, the Mayor shall forward to the Council a recommendation for the exempt position. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, shall retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(d) Positions Approved by Council. In addition to the exempt positions created in subsections (a), (b) and (c) of this section, any of the following may be exempted from the provisions of this Article upon the request of the head of the department or office in which they are employed, by order of the Board of Civil Service Commissioners, approved by the Council by resolution:

(1) positions of **vocational workers, apprenticeships, and trainee classes** ~~unskilled laborers, including drivers:~~

(2) positions for workers, mechanics or craftspersons (including crew leaders) employed exclusively in that position on the construction of public works, improvements or buildings;

(3) any position requiring the services of one individual for not more than half time **(1,040 hours in a service year)** ~~and paying a salary not to exceed three-fourths of the monthly rate established by the salary fixing authority of the department, division or office for entering-level clerical positions;~~

(4) grant-funded positions for a term of no more than two years which, by application of the procedures described in this subsection, may be extended for one additional year for a maximum exemption period of three years.

Any exemption made under the provisions of (1) through (4) may be terminated at any time by resolution of the Board of Civil Service Commissioners.

(e) Leave of Absence from Civil Service. Each person exempted or appointed to an exempt position under this section shall, during the period of exempt employment, be considered as being on leave of absence from the classified civil service if at the time of exemption he or she holds a position **following completion of a probationary period** in the classified civil service,

Proposed Charter Changes on Civil Service Topics

or is entitled to hold a position therein, and shall continue, during such period, to accrue seniority credit the same as though serving in such position.

Note: Below is language in the related Administrative Code section. As this Code section is separate from the Charter, we are not proposing amending this language.

Los Angeles Administrative Code Sec. 4.24. Authorization of Additional Exempt Positions for Management, Professional, Scientific or Expert Services

In addition to those positions described in subsection (b) of Los Angeles City Charter Section [1001](#), up to 50 additional exempt positions may be authorized to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments, including the Proprietary Departments. These positions are authorized pursuant to Los Angeles City Charter Section [1001\(b\)\(4\)](#). All such exempt positions authorized under this section must be approved pursuant to the procedure set forth in Los Angeles City Charter Section [1001\(b\)\(1\)](#).

(a) Candidates for appointment to an exempt position under this section should meet the professional requirements in the exemption request forwarded by the Office of the Mayor pursuant to Los Angeles City Charter Subsection [1001\(b\)\(1\)](#). A candidate who does not meet the professional requirements specified by the Office of the Mayor pursuant to Los Angeles City Charter Section [1001\(b\)\(1\)](#) shall only be appointed upon approval by City Council.

(b) In the event that an exempt position approved under this section becomes vacant, the exemption shall terminate and the number of exemptions authorized under this section shall be reduced by one, unless the position is reauthorized by City Council.

Charter Section 1005 Examination

Positions in the classified civil service shall be filled through **competitive examination based on merit for the job classification**. Applicants shall be subject to review of **education**, experience **and/or** character and may be disqualified if it is determined specified requirements are not met. Examinations shall be practical, and shall relate to those matters that will fairly **test assess** the relative capacity ~~of the persons examined to discharge~~ to perform the duties of the position to which ~~they~~ **applicants** seek to be appointed and, when appropriate, shall include, or exclusively consist of, tests of physical qualifications, and manual skill. ~~No limitation or restriction whatsoever shall be imposed, excepting to the extent permitted by applicable state or federal law in the departments of fire and police, fixing a maximum age in excess of which persons shall be deprived from taking examinations for or being employed in the classified civil service. The provisions of Section 104(i) regarding discrimination on the basis of age shall not prohibit fixing a maximum age in the departments of fire and police if otherwise authorized by this section.~~

Proposed Charter Changes on Civil Service Topics**Charter Section 1006 Credit for Military Service**

(a) Subject to the conditions set forth in this section, in all original examinations, the Board of Civil Service Commissioners shall, in addition to all other credits, give a credit of five percent of the total credits specified for an examination to all persons who receive a passing score on the examination and who have served in the armed forces of the United States during time of war or armed insurrection, or during any time when the United States is engaged in active military operations against any foreign power, whether or not war has been formally declared, or when the United States is assisting the United Nations in actions involving the use of armed forces to restore international peace and security (Military Service), if such persons are honorably discharged from active service even if they remain in the military reserve.

(b) The five percent (5%) credit shall be granted for a period of five years from the date of release from active Military Service of an eligible person or five years from the date the person becomes available for employment. A person shall be deemed unavailable for employment if the person is a student engaged in a training or educational process approved by the board or is hospitalized as a result of a service-connected injury or illness.

(c) A five percent (5%) credit for a period not to exceed five years shall be given to widows or widowers of persons killed while in Military Service. Such five-year period shall commence to run from the date the spouse is deceased.

(d) A five percent (5%) credit for a period not to exceed five years shall be given to spouses of persons who are unable to work because of disabilities resulting from Military Service. Such five-year period shall commence to run from the date the board determines that the person became unable to work.

(e) Notwithstanding any time limitations set forth in other parts of this section, the five percent (5%) credit shall be provided to all persons with disabilities resulting from Military Service without regard to the date of discharge. For purposes of this subsection, a person shall be deemed disabled if the disability is certified by the Veterans Administration or its successor agency.

(f) The City Council may, by ordinance adopted by two-thirds vote, increase the seniority credit in this section up to 10%.

Charter Section 1009 Promotion:

The general manager of the Personnel Department through the classified civil service process will determine the filing basis for each assessment. ~~board shall by its rules provide for promotion in the classified civil service on the basis of ascertained merit and~~

Proposed Charter Changes on Civil Service Topics

~~seniority in service and examination, and shall provide, in all cases where it is practicable, that vacancies shall be filled by promotion.~~ All **assessments examinations** for promotion shall be ~~competitive~~ **based on merit, including an appropriate measure of knowledge, skill, experience, and talent** among ~~those individuals members of lower ranks~~ who apply for the **assessment examination** and who have the experience and qualifications ~~required by the board~~ as a prerequisite for ~~taking~~ the **assessment examination**. The general manager of the Personnel Department shall submit to the appointing authority for each promotion the names of eligible applicants in accordance with Section 1010 (Certification). (Section 1009)

~~In rating eligible candidates, the board shall make an allowance of credits for past service. The announcement of the examination shall state that credits will be given for past service.~~ Upon the written request of the appointing authority, the **board general manager of the Personnel Department** may certify the names of those **open and promotional** applicants having the highest ratings on the **assessment on one combined register of eligibles**. ~~open competitive eligible list whose scores before adjustment for preferential credits are higher than the score of the highest available applicant on the promotional eligible register after credits for past service have been added~~ Names of candidates **shall may** be removed from the register of eligibles ~~for promotion~~ after they have remained on the register for two years without re-examination. (Section 1009)

~~Promotional examinations~~ **Assessments** shall be held at intervals necessary to maintain a register of eligibles for ~~promotional~~ positions in which there are vacancies. The method and rules governing examination and certification ~~for promotions~~ shall be the same as provided for applicants for original appointment, except as otherwise provided in this section. (Section 1009)

Note: Several areas of the Charter use the terms "examination" aside from these sections where the terms are defined. We propose changing examination to assessment in accordance with any change to Sec 1005.

Authority Transfer: Civil Service Commission to Personnel General Manager (Sections 1003, 1004, 1013, 1014):

Charter Section 1003 Classification of Positions

The **general manager of the Personnel Department** ~~Board of Civil Service Commissioners~~ shall establish classes for all positions of employment. The positions classified by the **general manager of the Personnel Department** ~~board~~ shall constitute the classified civil service of the City, and no appointment to any of these positions shall be made except in accordance with the rules adopted by the ~~b~~**Board of Civil Service Commissioners** under the authority of this Article (the civil service rules).

Proposed Charter Changes on Civil Service Topics

Each class shall be given an appropriate title and shall include all positions sufficiently similar in respect to duties and responsibilities and that have the same requirements as to education, experience, knowledge and ability; the same tests of fitness; and to which the same schedule of compensation may apply with fairness.

Charter Section 1004 Civil Service Rules

The **general manager of the Personnel Department** ~~board~~ shall promulgate civil service rules to carry out the purposes of this Article in accordance with applicable law. All rules and any changes to those rules shall be made in writing. The **general manager of the Personnel Department** ~~board~~ shall **promulgate a public give notice of any changes to be made to the civil service rules at least 30 days from the date on which the rules shall go into effect. by publication in some daily newspaper circulated in the City of Los Angeles of the place or places where the rules may be obtained, and the date, not less than 30 days after the date of publication, when the rules shall go into effect.** The civil service rules shall provide for, among other subjects, examinations, leaves of absence, transfers, temporary appointments, disciplinary hearings, layoffs, and procedures for the review and appeal of determinations by the general manager of the Personnel Department with respect to the civil service provisions of the Charter. **Any changes to the civil service rules promulgated by the general manager of the Personnel Department are appealable to and by the Board of Civil Service Commissioners within 30 days of the date first established for public notice. Any civil service rule change facing appeal may not take effect until completion of the civil service rule review by the board.**

Charter Section 1013 Temporary Appointment

(a) Length of Appointment. To prevent stoppage of public business or to meet extraordinary exigencies, any appointing authority may make temporary appointments to classified positions in accordance with civil service rules that the board shall prescribe. The ~~board~~ **general manager of the Personnel Department** shall have the power to authorize such temporary appointments until an eligible list is established, but for no longer than ~~one year~~ **eighteen months**.

(b) Termination. Any temporary appointment shall terminate immediately when a regular appointment can be made unless the ~~board~~ **general manager of the Personnel Department** finds that for a specified period it is necessary that the temporary employee remain to orient or train the new regular appointee.

(c) Temporary and Intermittent Appointments. The civil service rules shall provide for the tenure of persons appointed from a register of eligibles to positions determined by the ~~board~~ **general manager of the Personnel Department** to be temporary or intermittent in character. Any rules adopted pursuant to this subsection shall provide that when appointment is made to a

Proposed Charter Changes on Civil Service Topics

position determined to be temporary or intermittent, the provisions of Section 1011 with respect to period of probation and completion of appointment shall not apply.

Charter Section 1014 Special Reassignments

(a) Reassignment Without Examination. In addition to and notwithstanding the provisions of Section [1015](#), the **board general manager of the Personnel Department** may by its rules provide for status and seniority for civil service employees in classes other than those for which they were examined, where:

- (1) an employee is incapable of performing satisfactorily the duties of his or her position because of injury, sickness or disability; or
- (2) an employee has completed a probationary period in the City service.

(b) Requirements for Reassignment. Any rules adopted by the board pursuant to this section shall provide that:

- (1) no employee may be placed in a different class without first receiving the employee's written consent to the reassignment;
- (2) no change of class status may be allowed if it would result in a promotion;
- (3) no employee may be placed in a different class unless the employee possesses the minimum qualifications required for the class and the capability of performing the required duties;
- (4) no employee who is placed in a different class pursuant to the provisions of this section may be credited with more seniority than accumulated in the employee's former class.



MARQUEECE HARRIS-DAWSON
Los Angeles City Council President

April 16, 2026

Ms. Patrice Lattimore
Los Angeles City Clerk
200 N. Spring Street, Room 360
Los Angeles, CA 90012

RE: Charter Reform Commission Recommendations

Dear Ms. Lattimore:

Pursuant to LAAC Ordinance No. 188303, the Los Angeles Charter Reform Commission has transmitted its final report to the Council for consideration, including recommendations for Charter amendments. To provide a thorough, timely and transparent public deliberation, the recommendations will be heard by the Rules, Elections and Intergovernmental Relations Committee (REIR). This letter outlines the anticipated meeting schedule, the structure of REIR deliberations, and guidance for engaging the full Council. While the following is subject to change, this schedule is intended to meet the deadline for placing Charter amendments on the November 2026 ballot with a full council vote on Tuesday, June 9, 2026.

Committee Dates & Meeting Topics:

- **April 30 (1:00–4:00 PM):** Public Comment and Overview of Commission Report
- **May 5 (1:00–4:00 PM):** Government Efficiency, Planning, City Powers, Neighborhood Councils
- **May 14 (1:00–4:00 PM):** Budget, Infrastructure and Procurement
- **May 21 (1:00–4:00 PM):** Elections and Ethics
- **May 28 (1:00–4:00 PM):** Personnel, Police and Matters Not Addressed in Preceding Meetings
- **June 4 (1:00–4:00 PM):** Wrap-Up Meeting

Committee Operations:

- The Committee will systematically review what the Commission considered and recommended, using its report as the framework for deliberation.
- To support committee deliberations, the CLA will provide real-time guidance on whether recommendations are ballot-ready, can be addressed through city ordinance changes, or may require additional reporting.

In preparation for council consideration, I am requesting that Councilmembers submit their ideas for any Charter amendments that are not already addressed in the Commission's report in the form of a motion(s) by Friday, May 1. Please review the schedule carefully to ensure we do not miss required deadlines and reach out to my office should you have any questions.

Sincerely,

Marqueece Harris-Dawson
Council President

cc: Honorable Members of the City Council
Honorable Mayor Karen Bass
City Attorney Hydee Feldstein Soto
City Controller Kenneth Mejia
Chief Legislative Analyst Sharon Tso
Chief Administrative Officer Matthew Szabo
Charter Reform Commission Executive Director Justin Ramirez

City Hall Office
200 N. Spring St., Room 450,
Los Angeles, CA 90012

Constituent Service Center
8475 S. Vermont Ave.
Los Angeles, CA 90044

(213) 473-7008
(213) 485-7616

@mhdcd8
mhdcd8.com

Proposed Charter Changes on Civil Service Topics Revised for 5/19/2026

Opening proposed language additions are in **red bold** while opening proposal deletions are red with ~~strike-outs (not bold)~~ through deletions.

May 14 proposed new language additions are in **blue bold**; reversions to original Charter language are in **blue (not bold)**; and proposed deletions are in ~~blue bold with strike-outs~~

Charter Section 1001 - Exemptions

Each of the following positions shall be exempt from this Article:

(a) Exempt Positions.

- (1) All officers elected by the people.
- (2) All members of the boards of commissioners.
- (3) All chief administrative officers of the City's departments and offices and the Directors of the Public Works' Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services.
- (4) ~~Two-All~~ positions in the class of Assistant General Manager or Deputy Director in each City office or department, **with the exception of the Department of Water and Power, which shall be limited to one Senior Assistant General Manager and two Assistant General Managers in each of the Department of Water and Power's systems: Water, Joint and Power**, and ~~two-all~~ positions in the class of Assistant Director in each of the Public Works Bureaus of Contract Administration, Engineering, Sanitation, Street Lighting and Street Services, and ~~two-all~~ positions in the class of Deputy Controller in the Office of Controller.
- (5) All Deputy Chiefs of Police.
- (6) All Deputy Chiefs of Fire.
- (7) Positions in the Office of the Mayor.
- (8) Positions established by the Council for the purpose of assisting the members of the Council in the performance of their duties, except for clerical personnel.
- (9) All positions in the office of the City Attorney.
- (10) The Chief Financial Officer of the Department of Water and Power.
- (11) The Executive Director of the Board of Police Commissioners.
- (12) The Inspector General of the Police Department.
- (13) The Executive Director and all personnel of the City Ethics Commission.
- (14) All Assistant Directors in the Office of the City Administrative Officer.
- (15) ~~The-All~~ Traffic Managers and ~~the~~-Port Wardens of the Harbor Department.

- (16) Crossing Guards.
- (17) All physicians and psychologists subject to Section 1040.
- (18) All officers of election.
- (19) Persons specially employed by the City Clerk **and the Department of Neighborhood Empowerment**, as authorized by the provisions of Section 405 of the Charter, to assist in the conduct of any election.
- (20) Positions elsewhere specifically exempted by the Charter.

(b) Management, Professional, Scientific or Expert Services. In addition to those positions described in subsections (a), (c) and (d) of this section, up to **300 persons** ~~150 persons 1% of the regular authorized positions of the City departments~~ to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments, **excluding the Department of Water and Power, Harbor Department, and the Department of Airports for purposes of this section and its subparts (b)(1), (2), and (3). The proprietary departments shall be eligible for additional positions approved by Council under subsection (b)(4). including the Proprietary Departments. The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no exempt position shall lose their exempt position for this purpose except by attrition.** Appointments under this subsection shall be subject to the following:

(1) As to each position to be exempted under this subsection, and prior to the initiation of the selection process to fill the position, the Mayor shall forward to the Council a recommendation for an exempt position which sets forth the educational, experience and other professional requirements of the position and describes the circumstances presented by the department seeking the appointment that preclude filling the position through the civil service system. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved. When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, will retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(4) Council may, by ordinance adopted by two-thirds vote, increase the maximum

number of exempt positions as provided in subsection (b) to no more than ~~one~~ ~~one-two~~ percent (~~1~~**2**%) of the regular authorized positions in the City workforce, **including the Department of Water and Power, Harbor Department, and the Department of Airports**, provided that if the maximum number of exempt positions is increased pursuant to this subsection, ~~the number of positions created by subsections (a) (4), (5) and (c) of this section shall be counted toward the maximum allowable exemptions.~~ If Council provides for a maximum number of exemptions based on a percentage of the workforce, and a reduction in the workforce results in more filled exempt positions than permissible, each incumbent shall retain the exemption, but when vacated, such excess exemptions shall terminate.

(c) Proprietary Department Positions. In addition to the exempt positions in the Proprietary Departments created by subsections

(a), (b)(1), (2), (3) and (d) of this section, up to ~~0.5% of 15~~ **40** positions in the Department of Water and Power and ~~up to 3% of ten~~ **15** positions ~~to be allocated between the in~~ Harbor Department and ~~the 3% of 75 positions in the~~ Department of Airports for employment of persons to provide management services or to render professional, scientific or expert services of an exceptional character. ~~The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent annual determination of the number of authorized positions decrease from the year prior, no exempt position shall lose their exempt position for this purpose except by attrition.~~ Exemption of these positions shall be subject to the following:

(1) Upon receipt of a request for an exempt position by the department which sets forth the educational, experience and other professional requirements of the position and describes the circumstances that preclude filling the position through the civil service system, the Mayor shall forward to the Council a recommendation for the exempt position. Within ten Council meeting days from receipt of the recommendation, the Council may by two-thirds vote disapprove the Mayor's recommendation for the exemption. If the Council does not act on the recommendation within the specified time period, the recommendation shall be deemed approved.

(2) No person may be employed under this subsection if he or she has served in an exempt position in the office of an elected City official in the prior two years unless he or she meets the professional experience requirements established for the position.

(3) Persons who have been exempted or who have been appointed to an exempt position prior to the effective date of this Charter, shall retain their exemption. Exemptions under this subsection shall be prospective and shall be made only at the time of filling a vacant position.

(d) Positions Approved by Council. In addition to the exempt positions created in subsections (a), (b) and (c) of this section, any of the following may be exempted from the provisions of this Article upon the request of the head of the department or office in

which they are employed, by order of the Board of Civil Service Commissioners, approved by the Council by resolution:

(1) positions of **vocational workers, apprenticeships, and trainee classes**
~~unskilled laborers, including drivers:~~

(2) positions for workers, mechanics or craftspersons (including crew leaders) employed exclusively in that position on the construction of public works, improvements or buildings;

(3) any position requiring the services of one individual for not more than half time **(1,040 hours in a service year)** ~~and paying a salary not to exceed three fourths of the monthly rate established by the salary fixing authority of the department, division or office for entering level clerical positions;~~

(4) grant-funded positions for a term of no more than two years which, by application of the procedures described in this subsection, may be extended for one additional year for a maximum exemption period of three years.

Any exemption made under the provisions of (1) through (4) may be terminated at any time by resolution of the Board of Civil Service Commissioners.

(e) Leave of Absence from Civil Service. Each person exempted or appointed to an exempt position under this section shall, during the period of exempt employment, be considered as being on leave of absence from the classified civil service if at the time of exemption he or she holds a position **following completion of a probationary period** in the classified civil service, or is entitled to hold a position therein, and shall continue, during such period, to accrue seniority credit the same as though serving in such position.

Note: Below is language in the related Administrative Code section. As this Code section is separate from the Charter, we are not proposing amending this language.

Los Angeles Administrative Code Sec. 4.24. Authorization of Additional Exempt Positions for Management, Professional, Scientific or Expert Services

In addition to those positions described in subsection (b) of Los Angeles City Charter Section [1001](#), up to 50 additional exempt positions may be authorized to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments, including the Proprietary Departments. These positions are authorized pursuant to Los Angeles City Charter Section [1001\(b\)\(4\)](#). All such exempt positions authorized under this section must be approved pursuant to the procedure set forth in Los Angeles City Charter Section [1001\(b\)\(1\)](#).

(a) Candidates for appointment to an exempt position under this section should meet the professional requirements in the exemption request forwarded by the Office of the Mayor pursuant to Los Angeles City Charter Subsection [1001](#)(b)(1). A candidate who does not meet the professional requirements specified by the Office of the Mayor pursuant to Los Angeles City Charter Section [1001](#)(b)(1) shall only be appointed upon approval by City Council.

(b) In the event that an exempt position approved under this section becomes vacant, the exemption shall terminate and the number of exemptions authorized under this section shall be reduced by one, unless the position is reauthorized by City Council.

Charter Section 1005 Examination

Positions in the classified civil service shall be filled through competitive examination, ~~based on merit for the job classification subject to exceptions as indicated under Civil Service Rules Sec. 4.3. Positions identified under Civil Service Rule 4.3 may be filled through an assessment based on merit demonstrated by meeting examination requirements.~~ Applicants shall be subject to review of education, experience and ~~and/or and~~ character and may be disqualified if it is determined specified requirements are not met. Examinations shall be practical and shall relate to those matters that will fairly test ~~assess test~~ the relative capacity of the persons examined to discharge the duties of the position to which they ~~applicants~~ seek to be appointed and, when appropriate, shall include or exclusively consist of, test of physical qualifications, and manual skill. ~~No limitation or restriction whatsoever shall be imposed, excepting to the extent permitted by applicable state or federal law in the departments of fire and police, fixing a maximum age in excess of which persons shall be deprived from taking examinations for or being employed in the classified civil service. The provisions of Section 104(i) regarding discrimination on the basis of age shall not prohibit fixing a maximum age in the departments of fire and police if otherwise authorized by this section.~~

Charter Section 1006 Credit for Military Service

(a) Subject to the conditions set forth in this section, in all original examinations, the Board of Civil Service Commissioners shall, in addition to all other credits, give a credit of ~~five~~ **10** percent of the total credits specified for an examination to all persons who receive a passing score on the examination and who have served in the armed forces of the United States during time of war or armed insurrection, or during any time when the United States is engaged in active military operations against any foreign power, whether or not war has been formally declared, or when the United States is assisting

the United Nations in actions involving the use of armed forces to restore international peace and security (Military Service), if such persons are honorably discharged from active service even if they remain in the military reserve.

(b) The ~~five~~ **ten** percent (~~5~~ **10%**) credit shall be granted for a period of five years from the date of release from active Military Service of an eligible person or five years from the date the person becomes available for employment. A person shall be deemed unavailable for employment if the person is a student engaged in a training or educational process approved by the board or is hospitalized as a result of a service-connected injury or illness.

(c) A ~~five~~ **ten** percent (~~5-10%~~) credit for a period not to exceed five years shall be given to widows or widowers of persons killed while in Military Service. Such five-year period shall commence to run from the date the spouse is deceased.

(d) A ~~five~~ **ten** percent (~~5~~ **10%**) credit for a period not to exceed five years shall be given to spouses of persons who are unable to work because of disabilities resulting from Military Service. Such five-year period shall commence to run from the date the board determines that the person became unable to work.

(e) Notwithstanding any time limitations set forth in other parts of this section, the ~~five~~ **ten** percent (~~5~~ **10%**) credit shall be provided to all persons with disabilities resulting from Military Service without regard to the date of discharge. For purposes of this subsection, a person shall be deemed disabled if the disability is certified by the Veterans Administration or its successor agency.

~~(f) The City Council may, by ordinance adopted by two-thirds vote, increase the seniority credit in this section up to 10%.~~

Charter Section 1009 Promotion:

~~The general manager of the Personnel Department through the classified civil service process will determine the filing basis for each assessment~~ board shall by its rules provide for promotion in the classified civil service on the basis of ascertained merit and seniority in service and examination. ~~and shall provide, in all cases where it is practicable, that vacancies shall be filled by promotion.~~ All ~~assessments~~ examinations for promotion shall be ~~competitive based on merit, including an appropriate measure of knowledge, skill, experience, and talent among those individuals~~ members of lower ranks who apply for the ~~assessment examination~~ and who have the experience and qualifications ~~required by the board~~ as a prerequisite for ~~taking the assessment examination~~. The general manager of the Personnel Department shall submit to the appointing authority for each promotion the names of eligible applicants in accordance with Section 1010 (Certification). (Section 1009)

In rating eligible candidates, the board shall make an allowance of credits for past service. The announcement of the examination shall state that credits will be given for past service. ~~In rating eligible candidates, the board shall make an allowance of credits for past service. The announcement of the examination shall state that credits will be given for past service.~~ Upon the written request of the appointing authority, **and approval of the general manager of the Personnel Department**, the Board of Civil Service Commissioners ~~general manager of the Personnel Department~~ may 1) certify the names of those applicants having the highest ratings on the open competitive eligible list whose scores before adjustment for preferential credits are higher than the score of the highest available applicant on the promotional eligible register after credits for past service have been added or 2) **certify the names of those open and promotional applicants having the highest ratings** on the **assessment examination on one combined register of eligibles**. Names of candidates ~~shall~~ **may** be removed from the register of eligibles ~~for promotion~~ after they have remained on the register for two years without re-examination. (Section 1009)

Promotional examinations ~~Assessments~~ shall be held at intervals necessary to maintain a register of eligibles for **promotional** positions in which there are vacancies. The method and rules governing examination and certification **for promotions** shall be the same as provided for applicants for original appointment, except as otherwise provided in this section. (Section 1009)

Note: Several areas of the Charter use the terms "examination" aside from these sections where the terms are defined. We propose changing examination to assessment in accordance with any change to Sec 1005.

Authority Transfer: Civil Service Commission to Personnel General Manager (Sections 1003, 1004, 1013, 1014):

Charter Section 1003 Classification of Positions

The ~~general manager of the Personnel Department~~ ~~Board of Civil Service Commissioners~~ **Board of Civil Service Commissioners** shall establish classes for all positions of employment. Each class shall be given an appropriate title and shall include all positions sufficiently similar in respect to duties and responsibilities and that have the same requirements as to education, experience, knowledge and ability; the same tests of fitness; and to which the same schedule of compensation may apply with fairness.

The ~~positions classified by the~~ **general manager of the Personnel Department** ~~board~~ shall **allocate all positions to constitute** the classified civil service of the City, and no appointment to any of these positions shall be made except in accordance with the rules adopted by the ~~b~~**Board of Civil Service Commissioners** under the authority of this Article (the civil service rules).

Charter Section 1004 Civil Service Rules

The **general manager of the Personnel Department** ~~board~~ shall promulgate civil service rules to carry out the purposes of this Article in accordance with applicable law. All rules and any changes to those rules shall be made in writing. The **general manager of the Personnel Department** ~~board~~ shall **promulgate a public give-notice of any changes to be made to the civil service rules at least 30 days from the date on which the rules shall go into effect.** ~~by publication in some daily newspaper circulated in the City of Los Angeles of the place or places where the rules may be obtained, and the date, not less than 30 days after the date of publication, when the rules shall go into effect.~~ The civil service rules shall provide for, among other subjects, examinations, leaves of absence, transfers, temporary appointments, disciplinary hearings, layoffs, and procedures for the review and appeal of determinations by the general manager of the Personnel Department with respect to the civil service provisions of the Charter. **Any changes to the civil service rules promulgated by the general manager of the Personnel Department are appealable to and by the Board of Civil Service Commissioners within 30 days of the date first established for public notice. Any civil service rule change facing appeal may not take effect until completion of the civil service rule review and approval by the board.**

Charter Section 1013 Temporary Appointment

(a) Length of Appointment. To prevent stoppage of public business or to meet extraordinary exigencies, any appointing authority may make temporary appointments to classified positions in accordance with civil service rules that the board shall prescribe. The ~~board~~ **general manager of the Personnel Department** shall have the power to authorize such temporary appointments until an eligible list is established, but for no longer than ~~one year~~ **eighteen months**.

(b) Termination. Any temporary appointment shall terminate immediately when a regular appointment can be made unless the ~~board~~ **board** ~~general manager of the Personnel Department~~ finds that for a specified period it is necessary that the temporary employee remain to orient or train the new regular appointee.

(c) Temporary and Intermittent Appointments. The civil service rules shall provide for the tenure of persons appointed from a register of eligibles to positions determined by the ~~board~~ **board** ~~general manager of the Personnel Department~~ to be temporary or intermittent in character. Any rules adopted pursuant to this subsection shall provide that when appointment is made to a position determined to be temporary or intermittent, the provisions of Section 1011 with respect to period of probation and completion of appointment shall not apply.

Charter Section 1014 Special Reassignments

(a) Reassignment Without Examination. In addition to and notwithstanding the provisions of Section [1015](#), the ~~board~~**general manager of the Personnel Department** may by its rules provide for status and seniority for civil service employees in classes other than those for which they were examined, where:

- (1) an employee is incapable of performing satisfactorily the duties of his or her position because of injury, sickness or disability; or
- (2) an employee has completed a probationary period in the City service.

(b) Requirements for Reassignment. Any rules adopted by the board pursuant to this section shall provide that:

- (1) no employee may be placed in a different class without first receiving the employee's written consent to the reassignment;
- (2) no change of class status may be allowed if it would result in a promotion;
- (3) no employee may be placed in a different class unless the employee possesses the minimum qualifications required for the class and the capability of performing the required duties;
- (4) no employee who is placed in a different class pursuant to the provisions of this section may be credited with more seniority than accumulated in the employee's former class.



CAO ERD <cao.erd@lacity.org>

Re: Proposed Charter Changes on Civil Service Topics

1 message

CAO ERD <cao.erd@lacity.org>

Thu, Jun 11, 2026 at 10:04 AM

To: CAO ERD City Unions - LACERS members <cao.erd-city-unions-lacers-members@lacity.org>, CAO ERD City Unions - LAFPPS members <cao.erd-city-unions-lafpps-members@lacity.org>, Lee.turner@ladwp.com, Robert.holst@ladwp.com, andy.kendall@mea-ladwp.org, lbew18@ibewlocal18.org, Jenita Igwealor <Jenita.igwealor@seiu721.org>
Bcc: Vivienne Swanigan <vivienne.swanigan@lacity.org>, Shanise Black <shanise.black@lacity.org>, Frank Dominguez <frank.dominguez@lacity.org>, Malaika Billups <malaika.billups@lacity.org>, thomas.simonovski@ladwp.com, Grayce Liu <grayce.liu@lacity.org>, Steve Rivera <steve.rivera@lacity.org>

Greetings,

In furtherance of discussions regarding proposals to reform various provisions of Article X (Employment Provisions) of the Los Angeles City Charter (Charter), the City is transmitting for your consideration a revised proposal to the previous proposals transmitted on February 23, 2026, March 4, 2026, and May 19, 2026.

Please find attached the City's Last, Best, and Final Offer (LBFO) on Charter reform proposals relative to various Civil Service provisions. The LBFO reflects valuable input from stakeholders collected from discussions that have occurred since early March 2026.

For your reference...

- The Office of the Chief Legislative Analyst has issued its [report](#) (2026 Charter Reform Proposals) to the Rules, Elections, and Intergovernmental Relations Committee made part of Council File No. [26-0489](#).
- The remaining discussions around the Charter reform process are scheduled as follows:
 - Friday, June 12, 2026: The City Council's Rules, Elections, and Intergovernmental Relations Committee is scheduled to conclude deliberations, thereby transmitting recommendations to the full City Council.
 - Wednesday, June 17, 2026: Last day for the City Council to adopt a motion requesting the City Attorney to prepare resolutions to place proposed measures on the ballot for the November 3, 2026 election.
 - Tuesday, June 30, 2026: Last day for the City Council to adopt all resolutions placing proposed measures on the ballot for the November 3, 2026 election.

Dates and times are subject to change. Please refer to the City Council's [Government Meetings & Agendas](#) web page for updates.

Please reply to this email message at your earliest convenience with consideration paid to the timing of the Charter reform process if you are interested in discussing the City's LBFO.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012

(213) 978-7676

On Tue, May 19, 2026 at 5:01 PM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

In furtherance of discussions regarding proposals for Charter reform, the Executive Employee Relations Committee met on Tuesday, May 19th to discuss the substance of feedback from labor organizations. Attached please find a pdf document containing revisions to the City's initial set of proposals to amend the Civil Service section of the Charter.

Additionally, the following dates are critical deadlines in the Charter reform process.

- **June 4, 2026:** Rules, Elections and Intergovernmental Relations Committee's deliberations are scheduled to conclude.
- **June 9, 2026:** City Council is scheduled to vote on all Charter amendment proposals.
- **June 16, 2026:** Last day for the City Council to adopt a motion requesting the City Attorney to prepare resolutions to place proposed measures on the ballot for the November 3, 2026 election.
- **June 26, 2026:** Last day for the City Council to adopt all resolutions placing proposed measures on the ballot for the November 3, 2026 election.

If you are interested in discussing Charter reform proposals and have not already contacted this Office, or if you have already met with this Office and are interested in continuing discussions, please contact this Office immediately to schedule a meeting.

Thank you.

Office of the City Administrative Officer
Employee Relations Division
200 N. Main Street, Room 1200
City Hall East
Los Angeles, CA 90012
(213) 978-7676

On Fri, Apr 17, 2026 at 3:28 PM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

On February 23, 2026, the Employee Relations Division distributed a City of Los Angeles Personnel Department report on recommendations for City Charter amendments and solicited input and feedback on the proposals and/or meeting requests for further discussion. A more detailed addendum to the originally distributed report is also attached to this message.

For your awareness, subsequent to the February 23rd communication, the Charter Reform Commission issued its final report to the City Council for consideration. The Charter Reform Commission's web site can be accessed [here](#), which provides a

complete record of its work. The Commission's [final report](#) is accessible via Council file [26-0489](#).

On April 16, 2026, Council President Harris-Dawson officially referred the Charter Reform Commission's final report to the City Council's Rules, Elections and Intergovernmental Relations Committee and outlined a proposed meeting schedule for deliberations on the final report and all other proposals that may be made. A copy of the Council President's letter is attached to this message.

If you are interested in meeting about Charter reform topics and have not already contacted this Office, please reply to this message with your availability to meet.

Thank you.

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On Mon, Feb 23, 2026 at 8:18 AM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

The attached document is being sent to you for your awareness and, where you have an interest, further discussion. On Tuesday, February 24, 2026, the Executive Employee Relations Committee (EERC) will deliberate on the information presented in the attached document, which outlines proposed Civil Service Charter Reform designed to modernize the City's hiring and personnel systems. The EERC will determine which proposals to present to the Charter Reform Commission prior to the full City Council's deliberations on the items that will be advanced to the voters.

Please review the attached document and respond to this email if you are interested in discussing any of the proposed items.

Thank you.

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Charter Reform Proposals on Civil Service Provisions - Last, Best, Final Offer (June 11, 2026).pdf

100K

Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 11, 2026

Section 1001. Exemptions.

(a) (4) ~~Two~~ **All** positions in the class of Assistant General Manager or Deputy Director in each office or department, **with the exception of the Department of Water and Power. The number of positions shall be limited to one Senior Assistant General Manager and two Assistant General Managers in each of the Department of Water and Power's systems: Water, Joint and Power.** positions in the class of Assistant Director in each of the Public Works Bureau, Bureau of Administration, Engineering, Sanitation, Street Lighting and Street Services, and in the class of Deputy Controller in the Office of Controller.

(a) (19) Persons specially employed by the City Clerk **and the Department of Public Works and Empowerment**, as authorized by the provisions of Section 405 of the Charter, to conduct or to conduct of any election.

(b) Management, Professional, Scientific or Expert Services. In addition to the positions described in subsections (a), (c) and (d) of this section, up to 150 persons ~~1% authorized positions of the City departments~~ to provide management services or professional, scientific or expert services of an exceptional character to offices or departments **excluding the Department of Water and Power, Harbor Department, and the Department of Airports for purposes of this section and its subparts (b)(1), (2), and (3).** ~~departments shall be eligible for additional positions approved by Council under subsection (b)(4). including the Proprietary Departments. The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent determination of the number of authorized positions decrease from the exempt position shall lose their exempt position for this purpose except as provided in this section.~~ Appointments under this subsection shall be subject to the following:

(c) Proprietary Department Positions. In addition to the exempt positions in the Department of Water and Power and ~~in~~ Departments created by subsections (a), (b) ~~(1), (2), (3)~~ **(4)** and (d) of this section, ~~40~~ **40** positions in the Department of Water and Power and ~~up to 3% of ten~~ **10** positions in the Harbor Department and ~~the 3% of 50 positions in the~~ Department of Airports for employment of persons to provide management services or to render professional or expert services of an exceptional character. ~~The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent determination of the number of authorized positions decrease from the exempt position shall lose their exempt position for this purpose except as provided in this section.~~ Exemption of these positions shall be subject to the following:

(d) (1) positions of **vocational workers, apprenticeships, and trainee classes and laborers, including drivers;**

(d) (3) any position requiring the services of one individual for not more than half the

Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 11, 2026

Section 1003. Classification of Positions.

The ~~general manager of the Personnel Department~~ **Board of Civil Service Commissioners** shall establish classes for all positions. Each class shall be given an appropriate title and shall include all positions sufficient in respect to duties and responsibilities and that have the same requirements as to education, experience, knowledge and ability; the same tests of fitness; and to which the same compensation may apply with fairness.

The ~~positions classified by the~~ **general manager of the Personnel Department** ~~allocate all positions to constitute~~ the classified civil service of the City, and no position shall be made except in accordance with the rules adopted ~~of Civil Service Commissioners~~ under the authority of this Article (the civil service rules).

Section 1005. Examinations.

Positions in the classified civil service shall be filled through competitive examination ~~merit for the job classification~~ **subject to exceptions as indicated under Civil Service Rule 4.3.** Positions identified under Civil Service Rule 4.3 may be filled through ~~assessment based on merit demonstrated by meeting examination requirements~~ shall be subject to review of **education, experience, qualification, skill, ability, and character** and may be disqualified if it is determined specified requirements are not met. Examinations shall be practical and shall relate to those matters that will fairly test the relative capacity of the persons examined to discharge the duties of the position. ~~applicants~~ seek to be appointed and, when appropriate, shall include or exclusive of physical qualifications, and manual skill. ~~No limitation or restriction whatsoever shall be placed on the age of persons eligible for examination, excepting to the extent permitted by applicable state or federal law in the departments of fire and police, fixing a maximum age in excess of which persons shall be deprived of the right to be employed in the classified civil service. The provisions regarding discrimination on the basis of age shall not prohibit fixing a maximum age in the departments of fire and police if otherwise authorized by this section.~~

Section 1006. Credit for Military Service.

(a-e) Increase from 5% to 10%.

Section 1009. Promotion.

The ~~general manager of the Personnel Department through the classification process will determine the filing basis for each assessment~~ board shall by its action determine the basis for promotion in the classified civil service on the basis of ascertained merit and seniority and examination. ~~and shall provide, in all cases where it is practicable, that vacancies shall be filled by promotion.~~ All **assessments** examinations for promotion shall be competitive ~~including an appropriate measure of knowledge, skill, experience, and talent~~ **individuals** members of lower ranks who apply for the **assessment** examination.

Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 11, 2026

Section 1013. Temporary Appointment.

(a) Length of Appointment. To prevent stoppage of public business or to meet exigencies, any appointing authority may make temporary appointments to classes in accordance with civil service rules that the board shall prescribe. The ~~board general manager of the~~ **Personnel Department** shall have the power to authorize such temporary appointments from an eligible list is established, but for no longer than one year.

(b) Termination. Any temporary appointment shall terminate immediately when the appointment can be made unless the ~~board board-general manager of the~~ **Personnel Department** finds that for a specified period it is necessary that the temporary employee orient or train the new regular appointee.

Temporary and Intermittent Appointments. The civil service rules shall provide that persons appointed from a register of eligibles to positions determined by the ~~board board-general manager of the Personnel Department~~ to be temporary or intermittent in character adopted pursuant to this subsection shall provide that when appointment is made determined to be temporary or intermittent, the provisions of Section 1011 with respect to probation and completion of appointment shall not apply.

Section 1014. Special Reassignments.

(a) Reassignment Without Examination. In addition to and notwithstanding the provisions of Section 1015, the ~~board general manager of the~~ **Personnel Department** may by rule provide for status and seniority for civil service employees in classes other than those for which they were examined, where:



CAO ERD <cao.erd@lacity.org>

Re: Proposed Charter Changes on Civil Service Topics

1 message

CAO ERD <cao.erd@lacity.org>

Tue, Jun 16, 2026 at 9:51 AM

To: CAO ERD City Unions - LACERS members <cao.erd-city-unions-lacers-members@lacity.org>, CAO ERD City Unions - LAFPPS members <cao.erd-city-unions-lafpps-members@lacity.org>, Lee.turner@ladwp.com, Robert.holst@ladwp.com, andy.kendall@mea-ladwp.org, lbew18@ibewlocal18.org, Jenita Igwealor <Jenita.igwealor@seiu721.org>
Bcc: Malaika Billups <malaika.billups@lacity.org>, Matt Szabo <matt.szabo@lacity.org>, Vivienne Swanigan <vivienne.swanigan@lacity.org>, Anna Hovasapian <anna.hovasapian@lacity.org>, Grayce Liu <grayce.liu@lacity.org>, thomas.simonovski@ladwp.com, Shanise Black <shanise.black@lacity.org>, Frank Dominguez <frank.dominguez@lacity.org>, Steve Rivera <steve.rivera@lacity.org>, Vincent Cordero <vincent.cordero@lacity.org>, John Anthony <john.anthony@lacity.org>

Greetings,

Based on feedback from various labor organizations and discussions had by the Rules, Elections and Intergovernmental Relations Committee, the City is hereby further amending its Last, Best, and Final Offer on Civil Service Charter reform proposals, as attached to this email message. Specifically, language in Section 1009 (Promotion) has been modified (**displayed in green**).

Management would be pleased to further discuss the attached LBFO with you. Please respond to this message no later than Wednesday, June 17, 2026, at 1000 hours with comments, questions, or concerns.

As a reminder, Charter reform proposals are scheduled to be considered by the full City Council on Wednesday, June 17, 2026.

The Council agenda can be accessed [here](#).

The Council file (C.F. 26-0489) with a complete record of Charter reform proposals and activities can be accessed [here](#).

Thank you.

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On Thu, Jun 11, 2026 at 10:04 AM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

In furtherance of discussions regarding proposals to reform various provisions of Article X (Employment Provisions) of the Los Angeles City Charter (Charter), the City is transmitting for

your consideration a revised proposal to the previous proposals transmitted on February 23, 2026, March 4, 2026, and May 19, 2026.

Please find attached the City's Last, Best, and Final Offer (LBFO) on Charter reform proposals relative to various Civil Service provisions. The LBFO reflects valuable input from stakeholders collected from discussions that have occurred since early March 2026.

For your reference...

- The Office of the Chief Legislative Analyst has issued its [report](#) (2026 Charter Reform Proposals) to the Rules, Elections, and Intergovernmental Relations Committee made part of Council File No. [26-0489](#).
- The remaining discussions around the Charter reform process are scheduled as follows:
 - Friday, June 12, 2026: The City Council's Rules, Elections, and Intergovernmental Relations Committee is scheduled to conclude deliberations, thereby transmitting recommendations to the full City Council.
 - Wednesday, June 17, 2026: Last day for the City Council to adopt a motion requesting the City Attorney to prepare resolutions to place proposed measures on the ballot for the November 3, 2026 election.
 - Tuesday, June 30, 2026: Last day for the City Council to adopt all resolutions placing proposed measures on the ballot for the November 3, 2026 election.

Dates and times are subject to change. Please refer to the City Council's [Government Meetings & Agendas](#) web page for updates.

Please reply to this email message at your earliest convenience with consideration paid to the timing of the Charter reform process if you are interested in discussing the City's LBFO.

Thank you.

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On Tue, May 19, 2026 at 5:01 PM CAO ERD <cao.erd@lacity.org> wrote:

Greetings,

In furtherance of discussions regarding proposals for Charter reform, the Executive Employee Relations Committee met on Tuesday, May 19th to discuss the substance of feedback from labor organizations. Attached please find a pdf document containing revisions to the City's initial set of proposals to amend the Civil Service section of the Charter.

Additionally, the following dates are critical deadlines in the Charter reform process.

- **June 4, 2026**: Rules, Elections and Intergovernmental Relations Committee's deliberations are scheduled to conclude.

- **June 9, 2026:** City Council is scheduled to vote on all Charter amendment proposals.
- **June 16, 2026:** Last day for the City Council to adopt a motion requesting the City Attorney to prepare resolutions to place proposed measures on the ballot for the November 3, 2026 election.
- **June 26, 2026:** Last day for the City Council to adopt all resolutions placing proposed measures on the ballot for the November 3, 2026 election.

If you are interested in discussing Charter reform proposals and have not already contacted this Office, or if you have already met with this Office and are interested in continuing discussions, please contact this Office immediately to schedule a meeting.

Thank you.

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Please review the attached document and respond to this email if you are interested in discussing any of the proposed items.

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Charter Reform Proposals on Civil Service Provisions - Last, Best, Final Offer (June 15, 2026).pdf

101K

Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 16, 2026

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(a) (19) Persons specially employed by the City Clerk **and the Department of Empowerment**, as authorized by the provisions of Section 405 of the Charter, to conduct or to conduct of any election.

(b) Management, Professional, Scientific or Expert Services. In addition to the positions described in subsections (a), (c) and (d) of this section, up to 150 persons ~~4%~~ **authorized positions of the City departments** to provide management services or to render professional, scientific or expert services of an exceptional character to offices or departments **excluding the Department of Water and Power, Harbor Department, and the Department of Airports for purposes of this section and its subparts (b)(1), (2), and (3). The Department of Water and Power, Harbor Department, and the Department of Airports shall be eligible for additional positions approved by Council under subsection (b)(4). including the Proprietary Departments. The number of regular authorized positions shall be determined annually by the City Administrative Officer. Should a subsequent determination of the number of authorized positions decrease from the current number, exempt positions shall lose their exempt position for this purpose except as provided in subsection (c). Appointments under this subsection shall be subject to the following:**

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Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 16, 2026

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(a-e) Increase from 5% to 10%.

Section 1009. Promotion.

~~The general manager of the Personnel Department through the classification process will determine the filing basis for each assessment~~ board shall by its action determine the basis for promotion in the classified civil service on the basis of ascertained merit and seniority and examination, and shall provide, in all cases where it is practicable, that vacancies shall be filled by promotion, **except where the appointing authority requests and the Personnel Department General Manager approves, based on the education, experience, qualification, and ability required for a position, that a vacancy may reasonably be filled by an open candidate. Such determination must be approved by the Board of Civil Service Commissioners.** All ~~assessments~~ **assessments** examinations for promotion shall be competitive ~~merit, including an appropriate measure of knowledge, skill, experience, and ability~~ **merit, including an appropriate measure of knowledge, skill, experience, and ability** ~~those individuals~~ **those individuals** members of lower ranks who apply for the ~~assessment examination~~ **assessment examination** shall have the experience and qualifications ~~required by the board~~ **required by the board** as a prerequisite for the ~~assessment examination~~ **assessment examination**. The general manager of the Personnel Department shall submit to the appointing authority for each promotion the names of eligible applicants in accordance with Section 1010 (Certification). (Section 1009)

Last, Best, and Final Offer
Proposed Charter Changes on Civil Service Topics Revised
June 16, 2026

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