

PERSONNEL AND HIRING

MOTION

The City of Los Angeles employs thousands of workers across dozens of departments with varying missions, operational needs, and organizational structures. While those differences may require departments to adopt policies and procedures tailored to their operations, personnel practices must also be consistent with the City Charter, Civil Service Rules, applicable labor obligations, and citywide personnel policies.

City departments currently use a variety of department-specific personnel policies, directives, orders, and procedures. For example, the Department of Public Works maintains Personnel Policies and Personnel Directives adopted by the Board of Public Works, while other departments, including the Los Angeles Police Department, maintain their own directives and procedures governing personnel matters. These varying practices raise questions about how department-specific personnel policies are developed and approved, and the extent to which they are reviewed to ensure consistency with citywide personnel standards.

The Personnel Department is responsible for administering the City's civil service system and plays a central role in developing and administering citywide personnel policies. The Department currently provides client services to over half of the City's departments and bureaus. This existing client-services model provides a foundation for ensuring that department-specific personnel practices are consistent with citywide requirements and presents an opportunity to establish a clearer and more consistent role for the Personnel Department in reviewing and overseeing personnel policies across all City departments.

I THEREFORE MOVE that the City Council direct the Personnel Department, with the assistance of the City Attorney, City Administrative Officer (CAO), and Chief Legislative Analyst (CLA), to report on:

1. The authority of City departments, bureaus, boards, commissions, and appointing authorities to establish department-specific personnel directives, policies, and procedures;
2. The process by which department-specific personnel directives and policies are developed, reviewed, approved, implemented, amended, and rescinded, including the respective roles of department management, governing boards or commissions, employee organizations, the Personnel Department, and the Civil Service Commission; and
3. The existing authority and responsibility of the Personnel Department and Civil Service Commission to review or oversee department-specific personnel directives and policies and to ensure consistency with the City Charter, Civil Service Rules, applicable labor obligations, and citywide personnel policies.


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I FURTHER MOVE that the City Council direct the Personnel Department, in coordination with the CAO and with the assistance of the City Attorney and CLA as needed, to report with recommendations for establishing consistent, updated, citywide personnel directives and policies and the process of review for department-issued personnel directives and policies. The report should include recommendations regarding appropriate Personnel Department oversight and identify the circumstances under which such matters should be transmitted to the City Council for consideration, including consideration in closed session when legally appropriate.

PRESENTED BY:


TIM McOSKER

Councilmember, 15th District

SECONDED BY:



ORIGINAL