

COMMUNICATION FROM CHAIR, PERSONNEL AND HIRING COMMITTEE relative to reviewing and overseeing personnel policies across all City Departments.

Recommendations for Council action, pursuant to Motion (McOsker – Hutt):

1. DIRECT the Personnel Department, with the assistance of the City Attorney, City Administrative Officer (CAO), and Chief Legislative Analyst (CLA), to report on:
 - a. The authority of City Departments, Bureaus, Boards, Commissions, and appointing authorities to establish Department-specific personnel directives, policies, and procedures.
 - b. 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Department-specific personnel directives and policies are developed, reviewed, approved, implemented, amended, and rescinded, including the respective roles of Department management, governing boards or commissions, employee organizations, Personnel Department, and Civil Service Commission.
 - c. 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.
2. 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 Citywide personnel directives and policies and the process of review for Department-issued personnel directives and policies with said report to 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.

Fiscal Impact Statement: Neither the CAO nor the CLA has completed a financial analysis of this report.

Community Impact Statement: None submitted

Summary:

On September 9, 2026, the Committee Chair considered a Motion (McOsker – Hutt) relative to reviewing and overseeing personnel policies across all City Departments. According to the 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. After consideration, the Committee Chair moved to recommend approval of the Motion. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

Councilmember Tim McOsker, Chair
Personnel and Hiring Committee

COUNCILMEMBER VOTE

McOSKER:	YES
RODRIGUEZ:	ABSENT
SOTO-MARTINEZ:	ABSENT

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-NOT OFFICIAL UNTIL COUNCIL ACTS-