

JAN PERRY  
GENERAL MANAGER

**CITY OF LOS ANGELES**  
CALIFORNIA



ERIC GARCETTI  
MAYOR

**ECONOMIC AND WORKFORCE  
DEVELOPMENT DEPARTMENT**

1200 W. 7TH STREET  
LOS ANGELES, CA 90017

Contact: Tonja Bellard (213) 744-7279

January 4, 2017

Honorable Members of the City Council  
Los Angeles City Hall  
c/o City Clerk, Room 395

**RE: REQUEST FOR EXEMPTION PURSUANT TO CHARTER SECTION 1001 (d)(4)**

At its October 27, 2016 meeting, the Board of Civil Service Commissioners approved civil service exemptions for the following thirteen (13) grant funded positions in the Economic and Workforce Development Department (EWDD):

No.	Class Code	Pos. ID	Class Title	Division	Council File #
1	1537	1254	Project Coordinator	Workforce Development	13-0361-S1
1	1538	1292	Senior Project Coordinator	Workforce Development	13-0361-S1
1	1538	1294	Senior Project Coordinator	Workforce Development	13-0361-S1
1	1538	1296	Senior Project Coordinator	Workforce Development	13-0361-S1
1	1538	1303	Senior Project Coordinator	Executive Management	13-0361-S1
1	1538	1558	Senior Project Coordinator	Executive Management	13-0361-S1
1	1577	1656	Assistant Chief Grants Administrator	Workforce Development	13-0361-S1
1	1550	1239	Program Aide	Workforce Development	13-0361-S2
1	1537	1252	Project Coordinator	Workforce Development	13-0361-S2
1	1546	1272	Senior Project Assistant	Workforce Development	13-0361-S2
1	1538	1304	Senior Project Coordinator	Workforce Development	13-0361-S2
1	1542	1247	Project Assistant	Workforce Development	14-1217-S1
1	1542	1621	Project Assistant	Workforce Development	14-1217-S1

Request for Exemptions  
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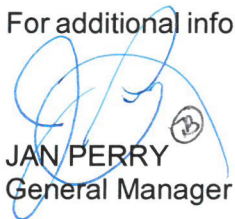
This action is in accordance with Section 1001(d)(4) of the City Charter. A copy of the specific section of the Board of Civil Service Commissioners minutes, approving the exemption of these positions for a term not to exceed two years is attached.

**Recommendation**

The General Manager of the Economic and Workforce Development Department requests that the City Council:

APPROVE the action taken by the Board of Civil Service Commissioners on October 27, 2016, to exempt from civil service the above grant funded positions in the Economic and Workforce Development Department.

For additional information regarding this request, please contact Tonja Bellard at (213) 744-7279.



JAN PERRY  
General Manager

JP:TB:za  
Attachment: CSC 10-27-16 minutes



CITY OF LOS ANGELES  
BOARD OF CIVIL SERVICE COMMISSIONERS

MINUTES

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Commissioners

REGULAR MEETING

THURSDAY OCTOBER 27, 2016, 10:00 A.M.  
ROOM 350, PERSONNEL BUILDING  
700 EAST TEMPLE STREET  
LOS ANGELES, CALIFORNIA 90012

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Present: General Manager Wendy G. Macy (departed at noon)  
Assistant General Manager Williams Weeks.  
Deputy City Attorney Jennifer Handzlik  
Commission Executive Director  
Bruce E. Whidden

Absent:  
Commissioner Suzanne M. Steinke

1. **CALL TO ORDER**

The Commission President Weiss called meeting to order at 10:09 a.m.

2. **APPROVAL OF MINUTES**

The Board unanimously approved the minutes of the regular meeting of Thursday, October 13, 2016 on a motion by Commissioner Fugate, seconded by Commissioner McClelland. Approved with three "yea" votes, Commissioner Esparza abstaining.

3. **COMMISSION ACTION ON ROUTINE AND OTHER MATTERS**

The Board unanimously approved routine and nonappearance matters under Unfinished Business, page 6, item 8 and New Business, pages 9 through 11, items 9 and 10 on a motion by Commissioner Esparza, seconded by Commissioner Fugate.

4. **GENERAL MANAGER'S REPORT**

The General Manager commended the staff of the Personnel Department for its continued willingness to support worthy causes. On October 23, the Department participated in the AIDS Walk through Los Angeles fielding one of the largest teams of walkers dressed in specially designed T-shirts and raising more than \$2,500. Coordination for the effort was provided by staff members from the Department's Medical Services Division.

5. **PUBLIC COMMENTS ON MATTERS WITHIN BOARD'S JURISDICTION**

No requests for public comment.

**9. CLASSIFICATION ACTIONS, (Continued)**

a. The General Manager recommends the Board approve the following Classification actions, (Continued):

6) Allocate the following new position in the Public Works Department, in the Bureau of Street Services, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
2499	1	Communications Information Representative, 1461

7) Allocate the following new position in the Los Angeles Police Department, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
2505	1	Executive Administrative Assistant, 1117 File No. 54521

b. The General Manager recommends that the Board approve the following Classification actions in connection with the 2016-2017 Budget, effective July 1, 2016.

Allocate the following positions:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
<b>DEPARTMENT OF GENERAL SERVICES</b>		
16/17-400	1	Senior Parking Attendant , 3529
16/17-401	4	Parking Attendant, 3530
<b>DEPARTMENT OF PUBLIC WORKS – BUREAU OF SANITATION</b>		
16/17-402	1	Senior Communications Operator, 1467 File No. 54522

c. The General Manager recommends that the Board of Civil Service Commissioners:

1) Approve the change in class title from SMS Payment Clerk, Class Code 1241 to Supply Services Payment Clerk, Class Code 1241.

2) Approve the class specification for Supply Services Payment Clerk, Class Code 1241.  
File No. 54523

d. The General Manager recommends that the Board of Civil Service Commissioners:

Approve the exemption of the following positions in the Economic and Workforce Development Department (EWDD) in accordance with Charter Section 1001(d)(4), based on the positions being grant-funded for a term not to exceed two years.

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
2486	1	Project Coordinator, 1537
2487	1	Senior Project Coordinator, 1538
2488	1	Senior Project Coordinator, 1538
2489	1	Senior Project Coordinator, 1538
2490	1	Senior Project Coordinator, 1538
2491	1	Assistant Chief Grants Administrator, 1577
2492	1	Program Aide, 1550
2493	1	Project Coordinator, 1537
2494	1	Senior Project Assistant, 1546
2495	1	Senior Project Coordinator, 1538
2496	1	Senior Project Coordinator, 1538

File No. 54524

9. CLASSIFICATION ACTIONS, (Continued)

e. The General Manager recommends that the Board of Civil Service Commissioners:

Approve the exemption of the following positions in the Economic and Workforce Development Department (EWDD) in accordance with Charter Section 1001(d)(4), based on the positions being grant-funded for a term not to exceed two years.

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
2497	1	Project Assistant, 1542
2498	1	Project Assistant, 1542

File No. 54525

**COMMISSION ACTION: RECOMMENDATIONS APPROVED**

10. ADJOURNMENT

The meeting adjourned at 12:49 p.m. by Commission President Weiss.

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JONATHAN M. WEISS,  
President

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BRUCE E. WHIDDEN,  
Commission Executive Director