

COMMUNICATION FROM CHAIR, PERSONNEL AND ANIMAL WELFARE COMMITTEE relative to the exemption of three Executive Assistants to the General Manager (Class Code 0360) for the Los Angeles Department of Water and Power (LADWP) from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the exemption of three Executive Assistants to the General Manager (Class Code 0360) for the LADWP from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b).

Fiscal Impact Statement: None submitted by the Mayor. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

**TIME LIMIT FILE - AUGUST 3, 2018**

**(LAST DAY FOR COUNCIL ACTION - AUGUST 3, 2018)**

Summary:

On August 1, 2018, the Chair of the Personnel and Animal Welfare Committee considered a June 14, 2018 communication from the Mayor relative to the exemption of three Executive Assistants to the General Manager (Class Code 0360) for the LADWP from the Civil Service pursuant to Charter Section 1001(b). According to the Mayor, the first Executive Assistant to the General Manager (Director of Enterprise Resource Planning Program) position will report to LADWP's Chief Administrative Officer, and be responsible for the Enterprise Resource Planning (ERP) project; including developing, implementing, and executing this major information technology project, working closely with stakeholders, and overseeing ongoing ERP operations once implemented. The second Executive Assistant to the General Manager (Director of Distribution Automation Program) position will report to LADWP's Chief Administrative Officer, and will be responsible for the Distribution Automation (DA) project; including developing, implementing, and executing this major application project, working closely with stakeholders, and overseeing ongoing DA operations from an information technology perspective post implementation.

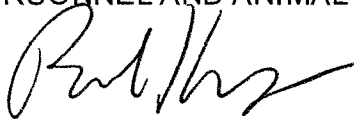
The third Executive Assistant to the General Manager (Director Integrated Cyber Risk Management) position will report to LADWP's Chief Information Security Officer (CISO), and will assist the CISO in managing the staff and overseeing the operations and activities of the Enterprise Cybersecurity Services Groups; including facilitating the maturation and related risk-mitigation of the LADWP's cybersecurity program. This third Executive Assistant to the General Manager requires graduation from an accredited four-year college or university with a degree in information technology, computer science, engineering or a closely related field and three years of progressively responsible management experience supervising staff engaged in architecture, implementation, operation, and related activities of a mature cybersecurity program for a large public or private organization. The exemptions for these positions will allow LADWP the flexibility

to recruit and select the best qualified candidates who possess the necessary experience and expertise for the positions. The duties and requirements as described are appropriate to the class of Executive Assistant to the General Manager

After consideration and having provided an opportunity for public comment, the Committee Chair moved to recommend approval of the exemption as detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
PRICE:	ABSENT
ENGLANDER:	ABSENT

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8/1/18

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**