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LOS ANGELES DAILY JOURNAL

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DJ#: 3349493

ORDINANCE NO. 186554
An ordinance amending Section 4.92 of the Los Angeles Administrative Code, pertaining to Salary Step Advancement, to add language specific to the 12-step salary range structure established for non-represented classifications.

THE PEOPLE OF THE CITY OF LOS ANGELES

DO ORDAIN AS FOLLOWS:

Section 1. A new second paragraph is added to Subdivision (f) of Subsection (f) of Section 4.92 of the Los Angeles Administrative Code to read as follows: Beginning July 7, 2019, the initial salary step advancement for a half-time employee (half-time or more but less than full-time) in a Civil Service position compensated on a 12-step salary range, who is hired or placed on Step 2 or 3 shall be on the first day of the payroll period within which completion of nine (9) months of service occurs, provided that the employee will have been compensated for at least 750 hours during the same nine-month period, unless provided otherwise in a Memorandum of Understanding. Step advancement from Steps 4 through 12 shall be in the payroll period following the completion of one additional year of service within which the employee was compensated for 1,000 hours.

Sec. 2. New Subsections (l), (m), (n), (o), (p), and (q) are added to Section 4.92 of the Los Angeles Administrative Code to read as follows:
(l) Beginning July 7, 2019, Steps 2 and 3, and Steps 3 and 4, of the 12-step salary range structure are separated by one premium level (2.75%); Steps 4 through 8 are separated by two premium levels (5.5%) between consecutive steps; and Steps 8 through 12 are separated by one premium level (2.75%) between consecutive steps.

(m) Beginning July 7, 2019, upon conversion from the 15-step salary range, non-represented employees placed on Step 2 or 3 of the new 12-step salary structure who had a previous step anniversary date occurring more than nine (9) months after July 7, 2019, shall have their step anniversary date changed to April 7, 2020. Advancement from Step 2 to 3, and from Step 3 to 4, shall occur upon completion of nine (9) months; advancement from Steps 4 through 12 shall occur upon completion of twelve (12) months at each step, with the step anniversary date being twelve (12) months from the date of being placed on Steps 4 through 12.

(n) Beginning July 7, 2019, upon conversion from the 15-step salary range, non-represented employees placed on Step 2 or 3 of the new 12-step salary structure who had a previous step anniversary date occurring nine (9) months or less after July 7, 2019, shall retain their original step anniversary date. Thereafter, advancement from Steps 4 through 12 shall occur upon completion of twelve (12) months at each step, with the step anniversary date being twelve (12) months from the date of being placed on Steps 4 through 12.

(o) Beginning July 7, 2019, upon conversion from the 15-step salary range, non-represented employees placed on Steps 4 through 12 of the new 12-step

salary structure shall retain their original step anniversary date, with subsequent advancement from Steps 4 through 12 occurring upon completion of twelve (12) months at each step.

(p) Beginning July 7, 2019, non-represented employees shall be hired at Step 2 (or the appropriate higher step in accordance with Section 4.90 of this Code) of the 12-step salary range prescribed for their classification. Employees shall remain on Steps 2 and 3 for nine (9) months at each step. The step anniversary date for Steps 2 and 3 shall be nine (9) months from the date of being placed on Steps 2 and 3 as a result of initial appointment, transfer, or promotion. Advancement from Steps 4 through 12 shall occur upon completion of twelve (12) months at each step, with the step anniversary date being twelve (12) months from the date of being placed on Steps 4 through 12, including step placement as a result of initial appointment, transfer, or promotion.

(q) Beginning July 7, 2019, uncompensated absences of 96 hours or less during the 1,560-hour, nine-month qualifying period on Steps 2 and 3 of the 12-step salary range shall not extend the step advancement date. The step advancement date from Steps 2 to 3, and from Steps 3 to 4, shall be extended one hour for each hour of aggregated uncompensated absence in excess of 96 hours. For Steps 4 through 12 of the 12-step salary range, uncompensated absences of 128 hours or less during a 2,080-hour, 12-month qualifying period shall not extend the step advancement date. The step advancement date for Steps 4 through 12 shall be extended one hour for each hour of aggregated uncompensated absence in excess of 128 hours in the 12-month qualifying period. Employees who are injured on duty and are compensated in accordance with Division IV of the Labor Code of the State of California and Article 7 of Chapter 2 of Division 4 of this Code shall not have their step advancement date changed due to their workers' compensation status.

Sec. 3. This ordinance shall be effective upon publication pursuant to Charter Section 252(g).

Sec. 4. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

Approved as to Form and Legality
MICHAEL N. FEUER, City Attorney
By VIVIENNE SWANIGAN, Assistant City Attorney

Date December 18, 2019
File No. 19-1164-S1
The Clerk of the City of Los Angeles hereby certifies that the foregoing ordinance was passed by the Council of the City of Los Angeles.
Holly L. Wolcott, City Clerk

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of Los Angeles) ss

Notice Type: ORD - ORDINANCE


Ad Description:
186554

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the LOS ANGELES DAILY JOURNAL, a newspaper published in the English language in the city of LOS ANGELES, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 04/26/1954, Case No. 599,382. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

03/04/2020

Executed on: 03/04/2020
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature



* A 0 0 0 0 0 5 3 7 2 4 2 5 *

Ordinance Passed February 14, 2020
Eric Garcetti, Mayor
Approved February 27, 2020
3/4/20

DJ-3349493#

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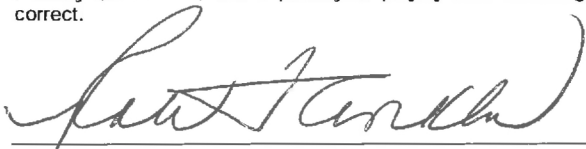
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2020 MAR -5 AM 9:32
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DJ #: 3349469

ORDINANCE NO. 186553
An ordinance amending Los Angeles Administrative Code Section 4.91, pertaining to Salary Step Placement on Assignment to a Different Position in City Service, to add language to reflect the establishment of 12-step salary ranges for non-represented classifications.

THE PEOPLE OF THE CITY OF LOS ANGELES

DO ORDAIN AS FOLLOWS:

Section 1. Subdivision (1) of Subsection (g) of Section 4.91 of the Los Angeles Administrative Code is amended by adding a fourth paragraph to read as follows:

Beginning July 7, 2019, for non-represented employees the minimum percent increase described above shall be 5.5% in the 12-step salary range.

Sec. 2. This ordinance shall be effective upon publication pursuant to Charter Section 252(g).

Sec. 3. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall; one copy on the bulletin board located at the Main Street entrance to the Los Angeles City Hall East; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

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Eric Garcetti, Mayor
Approved February 27, 2020
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