

# CITY OF LOS ANGELES

CALIFORNIA

RICHARD L. BENBOW  
GENERAL MANAGER



ANTONIO R. VILLARAIGOSA  
MAYOR

## COMMUNITY DEVELOPMENT DEPARTMENT

Date: 12/11/12 1200 W. SEVENTH STREET  
LOS ANGELES, CA 90047

Submitted in PAW Committee

Council File No: 12-1165-S1

Item No. 3

Deputy: "Revised report  
from Community  
Development Department"

December 11, 2012

Council File No. 12-1165-S1

Contact:

Rhonda Gaston (213) 744-7397

Tonja Bellard (213) 744-7279

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

### **RE: REVISED REQUEST FOR EXEMPTIONS PURSUANT TO CHARTER SECTION 1001 (d)(4)**

At its October 25, 2012 meeting, the Board of Civil Service Commissioners approved the allocation and civil service exemption of two new grant funded positions in the Community Development Department (CDD). This action is in accordance with Section 1001 (d)(4) of the City Charter. This request (C.F. No. 12-1165) was approved by the City Council on August 22, 2012, and received Mayoral concurrence on August 29, 2012. A copy of the specific section of the October 25, 2012 minutes approving this request by the Board of Civil Service Commissioners is attached.

The new Senior Project Coordinator position will be in the Youth Workforce Division of the CDD. The primary duties will include developing program policies and procedures for the Los Angeles Reconnections Career Academy (LARCA) Program, implementing workshops, training and community events in support of the LARCA Program, and supervising two subordinate staff.

The new Management Analyst II position will be in the Youth Workforce Division of the CDD. The primary duties will include assisting the LARCA Program Manager with the preparation and submission of program reviews and statistical reports, monitoring of LARCA contracts for compliance with fiscal and/or programmatic requirements, and providing program technical assistance.

### **Recommendation**

The General Manager of the Community Development Department recommends that the City Council:

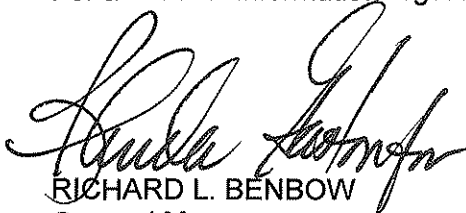
**APPROVE** the action taken by the Board of Civil Service Commissioners on October 25, 2012 to allocate and exempt from civil service the following new, grant funded Management Analyst II and Senior Project Coordinator positions in the Community Development Department:

No.	Class Code	Class Title	Division	Council File #
1	9184-2	Management Analyst II	Operations - Youth Workforce	12-1165-S1
1	1538	Senior Project Coordinator	Operations - Youth Workforce	12-1165-S1

**Fiscal Impact Statement**

There is no impact to the General Fund as this position is grant funded through the Workforce Investment Act (WIA) Workforce Innovation Fund (WIF) Grant.

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



RICHARD L. BENBOW  
General Manager

RLB:GI:tb:mdc

Attachment: CSC 10-25-12 minutes



CITY OF LOS ANGELES  
BOARD OF CIVIL SERVICE COMMISSIONERS

MINUTES

COMMISSIONERS  
ANTHONY DE LOS REYES  
President

NANCY P. MCCLELLAND  
Vice President

GABRIEL J. ESPARZA  
PAUL W. SWEENEY, JR.  
SAM YEBRI  
Commissioners

REGULAR MEETING – THURSDAY  
OCTOBER 25, 2012, 10:00 A.M.  
ROOM 350, PERSONNEL BUILDING  
700 EAST TEMPLE STREET  
LOS ANGELES, CALIFORNIA 90012

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon 72 hour notice, will provide reasonable accommodation (assistive listening devices, sign language interpretation, and translation services) to ensure equal access to its programs, services and activities.

Digital recordings of the meetings are kept for 30 days. You may contact the Commission Office at (213) 473-9107. Website Address: <http://www.lacity.org>

Present:

President Anthony de los Reyes  
Vice President Nancy P. McClelland  
Commissioner Gabriel J. Esparza  
Commissioner Sam S. Yebri

General Manager Margaret Whelan  
Deputy City Attorney Jennifer Handzlik  
Commission Executive Director  
Bruce E. Whidden

Absent:

Commissioner Paul W. Sweeney, Jr.

1. **CALL TO ORDER**

Meeting called to order at 10:07 a.m.

2. **APPROVAL OF MINUTES**

APPROVED the minutes, as corrected, of the regular meeting of Thursday, September 27, 2012, on a motion by Commissioner Esparza, seconded by Commissioner Yebri; motion carried unanimously.

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

Unanimously APPROVED routine and nonappearance matters under Unfinished Business, Page 7 and 8, items 6 through 10, and New Business, Pages 9 through 15, items 12 and 13, on a motion by Commissioner Esparza, seconded by Commissioner Yebri.

4. **PUBLIC COMMENT ON MATTERS WITHIN BOARD'S JURISDICTION**

- Robert Foster
- Dan Mariscal

**NEW BUSINESS**  
**SUPPLEMENTAL AGENDA**

10-25-12

- q. FIND that the following Appeal was filed within the jurisdictional authority provided under Charter Section 1016 and make the filing a matter of record:

Discharge

Krystol L. BYRD, Clerk Typist, Los Angeles Fire Department. Discharge effective October 4, 2012. Form 77 filed with Records on October 11, 2012.

The prospective appellant filed an appeal with the Office of the Commission on October 17, 2012 after the proscribed five calendar days but within the jurisdictional authority of the Commission as prescribed in Charter Section 1016.

File No. 53300

**COMMISSION ACTION:**

Late appeal approved and made a matter of record on a motion by Commissioner McClelland, seconded by Commissioner Yebri. Motion approved unanimously.

**13. CLASSIFICATION ACTIONS**

- a. The General Manager recommends that the Board approve the following Classification actions:

1. Allocate the following new position in the Department of Los Angeles World Airports (LAWA), as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1756	1	Senior Personnel Analyst, 9167

2. Allocate the following new positions in the Community Development Department, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1757	1	Senior Project Coordinator, 1538
1758	1	Management Analyst, 9184

3. Exempt the above positions in the Community Development Department from the Civil Service provisions of the Charter for a term not to exceed two years, in accordance with Charter Section 1001(d)(4).

4. Allocate the following new positions in the Department of General Services, as indicated:

<u>CSC No.</u>	<u>No. of Positions</u>	<u>Class Title and Code</u>
1748	1	Building Construction & Maintenance Superintendent, 3124
1749	2	Construction & Maintenance Supervisor II, 3127-2
1750	1	Management Analyst II, 9184-2
1751	1	Accounting Clerk II, 1223-2
1752	1	Clerk Typist, 1358