



ERIC GARCETTI  
MAYOR

## MEMORANDUM

**To:** The Honorable Members of the City Council  
c/o City Clerk

**From:** Eric Garcetti, Mayor *EG*

**Subject:** Exemption of One Cable Television Production Manager for the  
Information Technology Agency

**Date:** July 21, 2014

The Information Technology Agency (ITA) has requested the exemption of one (1) Cable Television Production Manager position pursuant to Charter Section 1001 (b), for the employment of persons “to provide management services or render professional, scientific or expert services of an exceptional character.” The position was previously exempt but the incumbent retired in February of 2014. ITA is therefore requesting that the exemption be renewed. The Charter allows for a maximum of 150 exempt positions under Section 1001 (b). Currently, there are 136 approved exemptions citywide. Approval of this request will increase the count.

The Cable Television Production Manager is responsible for directing the activities of the City’s cable television production facilities; managing video production personal services contracts; overseeing compliance with Section 508 of the Americans with Disabilities Act; implementing Controller’s audit recommendations; managing the Channel 35 Studio relocation project. The position is unique to ITA as no other City department utilizes the Cable Television Production Manager classification.

The position requires a bachelor’s degree from a recognized four-year college or university in communications, television production or media administration, as well as at least four years of full-time paid experience in television production or television facilities management; or a bachelor’s degree from a recognized four-year college or

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university in any major, and at least six years of full-time paid experience in television production or television facilities management.

The exemption will provide ITA with the flexibility to recruit from a broader candidate pool and to select the best-qualified individual with the knowledge, skills and talents necessary to the position. Based on my review of the request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of one (1) Cable Television Production Manager position and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

EG:rc

cc: Steve Reneker, General Manager, Information Technology Agency  
Miguel Santana, City Administrative Officer  
Ana Guerrero, Chief of Staff, Office of the Mayor  
Mandy Morales, Legislative Coordinator, Office of the Mayor  
Maggie Whelan, General Manager, Personnel Department