



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 Deputy Superintendent of Building for the Department of Building and Safety

Date: September 5, 2014

The Department of Building and Safety has requested the exemption of one (1) Deputy Superintendent of Building position, Class Code 9201-1, pursuant to Charter Sector 1001(b), for the employment of persons "to provide management services or render professional, scientific or expert services of an exceptional character." The Charter allows for a maximum of 150 exempt positions under Section 1001(b). Currently, there are 142 approved exemptions citywide. Approval of this request will increase the count.

The Deputy Superintendent of Building position is new to the department's budget. The position will manage the new Technology Services Bureau and will report to the General Manager and Executive Officer. The position is responsible for planning, directing and coordinating administrative, personnel, and technology activities. Additional responsibilities include preparing the department's information technology (IT) strategic plan and operating budget, working through subordinate supervisors to implement various IT enhancements needed to support the department's business processes, and working with IT professionals and policy makers on best practices related to employing technological solutions, including system security, mobile technology, financial systems, and construction related technology.

Position requirements include a minimum of five years at least at the level of Assistant Deputy Superintendent of Building, Director of Systems, or Chief Management Analyst with the City or other governmental agency involved in resource management or a closely related field.

Honorable Members of the City Council
September 5, 2014
Page 2

The exemption will provide the Department of Building and Safety with the flexibility to recruit from a broad candidate pool 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) Deputy Superintendent of Building position and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1).

EG:rc

cc: Raymond Chan, Superintendent of Building, Department of Building and Safety
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Miguel Santana, City Administrative Officer
David Luther, Interim General Manager, Personnel Department