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MOTION **PERSONNEL & ANIMAL WELFARE**

In the aftermath of the Recession and downsizing of the City's personnel, it is important to examine how best to rebuild the City's workforce. Through layoffs, attrition, transfers and retirement, the issue of institutional memory has become a relevant issue; essentially, how do we ensure that City Departments have leadership in place to effectively implement direction by the Mayor and City Council in an efficient and timely manner.

All City position classifications fall under one of six different job categories. The job category of Officials/Administrators represents top leadership within City departments. Presently, not counting sworn or General Managers, there are 150 position classifications under this job category for a workforce of approximately 720. As these positions become vacant, General Managers have no regular or consistent manner of filling them. Often, General Managers are forced to request a special test and/or job classification to be created. With hundreds of classifications, there is no road map for General Managers to utilize in recruiting candidates, and no incentive for prime candidates to move to positions within other departments. This loss of opportunity deprives the City of movement of managers and cross-fertilization of ideas for creating efficiencies throughout departments within the City family. Allowing General Managers to draw from pre-defined and qualified pools of candidates would create transparency and save the City time and money.

The potential benefits of this concept would include a reduction in the time it takes to fill a position vacancy, thereby increasing efficiency and reducing costs to the Personnel Department and to the operating departments. Moreover, such a plan would allow managers to identify, in their need to fill positions, the person at another department who is at their level of responsibility, therefore increasing effective communications and productivity among managers citywide. Finally, this concept can encourage the retention of our City managers by making it easier to promote or transfer to other departments rather than explore opportunities outside the City.

The City should now examine the feasibility of better managing these leadership position classifications by grouping them into sub-job categories. One such proposal, from the Los Angeles Professional Managers Association, has suggested eight such levels or "groupings" of these position classifications, aligning position classifications with others that have similar responsibilities. This proposal may have merit and should be explored.

I THEREFORE MOVE, that the City Council direct the Chief Legislative Analyst (CLA), City Administrative Officer (CAO) and Personnel Department to explore the feasibility and efficacy of incorporating a new City policy that would better identify position classifications within the job category of Officials/Administrators that have similar levels of responsibilities and place such classes into groups. In performing such a study, the CLA, CAO, and Personnel Department should consult and collaborate with associations of managers that are "certified" to represent these position classifications.

I FURTHER MOVE that the CLA, CAO and Personnel Department report back to the Personnel and Animal Welfare Committee and to the Budget and Finance Committee, within 180 days, on the merits of this new policy, and include recommendations on potential phasing in of such a plan in a manner that maximizes efficiencies.

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