

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: April 13, 2015

To: The City Council

From: Miguel A. Santana, City Administrative Officer

Subject: **ESTABLISHMENT OF SALARY FOR THE NEW CLASS OF PUBLIC SAFETY
EMPLOYEE RELATIONS MANAGER**

At its meeting on March 24, 2015, the Executive Employee Relations Committee approved the recommendation of this Office to establish the salary for the new class of Public Safety Employee Relations Manager. This new class was adopted by the Civil Service Commission on January 28, 2015, to be used exclusively by the Los Angeles Fire Department (LAFD) to oversee the Employee Relations/Risk Management Division which is responsible for administration of sworn and civilian employment contracts, risk management involving workers' compensation and temporary disability issues, and the Behavioral Health and Wellness Programs. The creation of this position is in response to a recommendation made in a 2014 review of LAFD's organization and operations. The study recommended the civilianization of the position with an individual who has a professional employee relations background.

In order to recruit and retain individuals with the requisite skills and abilities to assume the position, it is necessary to set the salary commensurate with City and industry standards for similar work. The recommended salary range is equivalent to that currently used for the classes of Chief Personnel Analyst and Personnel Director III.

Recommendations

That the City Council, subject to the approval of the Mayor:

1. Approve the attached Ordinance to establish the salary for the new class of Public Safety Employee Relations Manager, Range 5665 (\$118,285 - \$172,907); and
2. Authorize the City Administrative Officer, upon accretion of the classes to a bargaining unit, to amend the appropriate Memorandum of Understanding to reflect the salary approved by ordinance.

Fiscal Impact Statement

Salary costs for the new class have been included in the current budget for LAFD.

Attachment