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this matter, please refer to the
Council File No.: [17-1098](#)

OFFICIAL ACTION OF THE LOS ANGELES CITY COUNCIL

May 2, 2018

Council File No.: [17-1098](#)

Council Meeting Date: May 01, 2018

Agenda Item No.: 13

Agenda Description: PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to an overview of updated succession plans submitted by City Departments to the Personnel Department.

Council Action: PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT - ADOPTED

Council Vote:

YES	BOB BLUMENFIELD
YES	MIKE BONIN
YES	JOE BUSCAINO
ABSENT	GILBERT A. CEDILLO
YES	MITCHELL ENGLANDER
YES	MARQUEECE HARRIS-DAWSON
YES	JOSE HUIZAR
ABSENT	PAUL KORETZ
ABSENT	PAUL KREKORIAN
YES	NURY MARTINEZ
YES	MITCH O'FARRELL
YES	CURREN D. PRICE
YES	MONICA RODRIGUEZ
YES	DAVID RYU
YES	HERB WESSON

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PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to an overview of updated succession plans submitted by City Departments to the Personnel Department.

Recommendation for Council action:

NOTE AND FILE the March 30, 2018 Personnel Department report relative to an overview of updated succession plans submitted by City Departments to the Personnel Department.

Fiscal Impact Statement: Not applicable.

Community Impact Statement: None submitted.

Summary:

On April 18, 2018, your Committee considered a March 30, 2018 Personnel Department report relative to an overview of updated succession plans submitted by City Departments to the Personnel Department. On January 26, 2018, Council initiated a Motion (Koretz - Englander) instructing the Personnel Department to report with an overview of succession plans submitted to date by all City Departments, and to highlight areas of concern where the identification and development of successor staff will be critical, especially in to-be-vacated management positions. The motion further instructed the Personnel Department to include recommendations that will ensure the development of a pool of qualified candidates for key positions, and recommendations to facilitate knowledge transfer from experienced employees before they retire.

According to the Personnel Department, it analyzed the updated plans submitted in Fiscal Year 2017-18 to:

- a. Identify City-wide classifications that are at risk of being impacted by potential retirements based on the number of employees that are eligible for early and/or regular retirements as of June 2018, 2019, and 2020.
- b. Provide recommendations for succession planning, training, and knowledge-transfer based on common City-wide themes.

As a result of the analysis of the updated Equitable Workforce and Service Restoration Plans, the Citywide Summary Report of Equitable Workforce and Service Restoration Plans has been prepared and are detailed in Attachment A of the Personnel Department report. The Personnel Department has received the updated Plans that were submitted by the City Departments/Offices listed in the summary of the report.

After consideration and having provided an opportunity for public comment, the Committee moved to note and file the March 30, 2018 Personnel Department report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
PRICE:	YES
ENGLANDER:	ABSENT

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4/18/18

-NOT OFFICIAL UNTIL COUNCIL ACTS-