

**AMENDMENT TO
LETTER OF AGREEMENT
CITY OF LOS ANGELES SEPARATION INCENTIVE PROGRAM**

The parties to this Letter of Agreement (LOA) are the City of Los Angeles (City) and the Los Angeles City Attorneys Association (LACAA). The parties agree that the following amendments are applied to the original LOA for the Separation Incentive Program (SIP) as negotiated and entered into by the parties and adopted by the Los Angeles City Council on June 30, 2020, CF# 20-0600-S56. These amendments shall be effective upon adoption of this document by the Los Angeles City Council.

MINIMUM THRESHOLD

In Section 1 (Separation Incentive Program Description) of the original LOA, the following provision shall be deleted:

The parties to this LOA agree that a minimum of one thousand three hundred (1,300) eligible employees must successfully enroll in the SIP in order for the SIP to be implemented. If the minimum 1,300 threshold is not met, the SIP will not be implemented.

The SIP shall be implemented with no minimum participant requirement.

ENROLLMENT/RESCISSION PERIODS

An additional SIP enrollment period is established. The SIP will re-open enrollment to eligible employees for a two week period beginning September 8, 2020, at 9 a.m. and ending September 22, 2020, at 3 p.m. Eligible employees shall be defined consistent with the original agreement. Newly enrolling employees shall be permitted to rescind SIP applications filed during this two week enrollment by 3:00 p.m. of the day which falls seven (7) business days after they have submitted a completed SIP application, but in no event later than 3:00 PM on September 29, 2020.

Employees who have already enrolled in the SIP during the original enrollment period and whose original rescission period has expired will be allowed to rescind SIP applications from Tuesday, September 8, 2020, at 9:00 a.m. through Thursday, September 10, 2020, at 3:00 p.m.

Completed Application and Rescission forms must be submitted to the Office of the CAO as described in the original agreement. Updated Application and Rescission forms are attached to this agreement and shall be made available electronically on the CAO's website.

For the LACAA:



Joshua Geller, President

8/27/20

Date

For the City:



Richard H. Llewellyn, Jr.
City Administrative Officer

8/28/2020
Date

Approved as to Form and Legality:



Office of the City Attorney

8/28/2020
Date