

MIGUEL A. SANTANA  
CITY ADMINISTRATIVE OFFICER

# CITY OF LOS ANGELES

CALIFORNIA



ANTONIO R. VILLARAIGOSA  
MAYOR

ASSISTANT  
CITY ADMINISTRATIVE OFFICERS

RAYMOND P. CIRANNA  
PATRICIA J. HUBER

VIA EMAIL AND US MAIL

October 20, 2010

Marshall McClain  
Los Angeles Airport Peace Officers Association  
6080 Center Drive, 6<sup>th</sup> Floor  
Los Angeles, CA 90045

Dear Mr. McClain:

## RE: PROPOSED CHANGES TO CIVIL SERVICE CHARTER PROVISIONS

The Personnel Department, in consultation with General Managers and Departmental Personnel Officers, proposed a series of changes to the employment provisions of the City Charter. The changes seek to increase operational flexibility, boost efficiency, and reduce costs. The Executive Employee Relations Committee (EERC) has instructed us to meet and confer with the affected labor unions.

We encourage your input. We will be holding meetings to meet and confer on the following days:

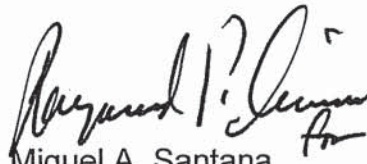
Thursday, October 21, 2010  
Friday, October 22, 2010  
Monday, October 25, 2010  
Tuesday, October 26, 2010

On each of those days, three meetings will be held: **9:30 a.m. to 11:30 a.m., 1:00 p.m. to 3:00 p.m. and 3:00 p.m. to 5:00 p.m.** These meetings will be at the City Personnel Building, 700 East Temple Street, Room 380, Los Angeles, CA 90012. You may come to any of the scheduled times without notice. However, if you would like a parking permit ahead of time, please RSVP to any of the following:

Janice Wood (213) 473 - 9124  
Raelynn Napper (213) 473 - 0182  
Michael Gold (213) 473-0172  
Jennifer Regala (213) 473-9100

In addition, because of the very short time frame, during each of the four days, evening hours can be made available on request. Pending these negotiations, our goal is to place the proposed changes on the ballot for the City Primary Nominating Election, which will be held on March 8, 2011. The Council deadline to adopt a motion requesting the City Attorney to prepare ballot resolutions for that election is November 3, 2010. We recognize this is a short time frame. Nevertheless, we are confident that due to the nature of these proposed changes, there is sufficient time to meet and confer.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Santana". The signature is fluid and cursive, with a small flourish at the end.

Miguel A. Santana  
City Administrative Officer

# ATTACHMENT

## PROPOSED REVISIONS TO EMPLOYMENT PROVISIONS OF THE CITY CHARTER

SUBJECT	PROPOSED CHANGE	REASON
<b>Charter Section 233</b>		
1. Mayor's authority to transfer	Extend time for reassignment to another department without employee's consent from 120 to 365 days.  (Also, refer to CAO with appropriate title).	Provides staffing to departments that need it.
<b>Charter Section 1001</b>		
2. Expansion of management exemptions	Part (a) Exempt Fire Deputy Chiefs	Allows more flexible hiring of top management and is consistent with Deputy Chiefs in LAPD
<b>Charter Section 1005</b>		
3. Efficient administration of examinations	Eliminate the need to test all applicants for open examinations.	Prevents costly examinations of excessively large numbers of applicants and eliminates false hope to candidates.
<b>Charter Section 1010(f)</b>		
4. Elimination of unnecessary steps in the certification process that conflict with other charter provisions	Eliminate Charter Section 1010(f) requirement for three certifications of all Eligibles, a process that is not always possible due to the Rule of Three Whole Scores.	Eliminates the unnecessary step for certifying all Eligibles when their scores are not reachable or when there is no hiring taking place.
<b>Charter Section 1011</b>		
5. Standardization of the length of probation for Police Officers of all departments	Distinguish sworn Police Officers from civilians in the probation standards of the Charter.	More accurately reflects current probation and creates consistency among the sworn Police Officers from all City departments.
<b>Charter Section 1013</b>		
6. Extension of emergency appointments	Increase length of emergency appointment until an eligible list is established, but no longer than one year.	Allows more flexibility when eligible lists are not available.

**PROPOSED REVISIONS TO EMPLOYMENT PROVISIONS OF THE CITY CHARTER**

<b>SUBJECT</b>	<b>PROPOSED CHANGE</b>	<b>REASON</b>
<b>Charter Sections 1060</b>		
7. Revising disciplinary procedure for the Fire Department to be consistent with state law	Revise each subsection to reflect the Firefighter Procedural Bill of Rights.	Align the Charter with State law.
<b>Charter Section 1164(b)</b>		
8. Employing Retirees from the LACERS system.	Extend amount of time retirees may work from 90 to 120 days.	Allows departments to benefit from the expertise and experience of retirees without increasing pension expenses.