



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
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*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
HILDA L. SOLIS  
First District

MARK RIDLEY-THOMAS  
Second District

SHEILA KUEHL  
Third District

JANICE HAHN  
Fourth District

KATHRYN BARGER  
Fifth District

February 20, 2018

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

35 February 20, 2018

CELIA ZAVALA  
ACTING EXECUTIVE OFFICER

Dear Supervisors:

### **APPOINTMENT AND SALARY FOR ACTING EXECUTIVE OFFICER, BOARD OF SUPERVISORS ALL DISTRICTS (3 VOTES)**

#### **SUBJECT**

Recommendation to appoint and set the salary for Ms. Celia Zavala to serve as the Acting Executive Officer, Board of Supervisors, for the County of Los Angeles (County).

#### **IT IS RECOMMENDED THAT THE BOARD:**

1. Appoint Ms. Celia Zavala to serve as Acting Executive Officer, Board of Supervisors, effective February 20, 2018, and until such time that an Executive Officer, Board of Supervisors is appointed by the Board of Supervisors (Board).
2. Approve a salary adjustment for Ms. Zavala to \$244,288. This salary adjustment will initiate with her appointment and will remain throughout the period she serves as Acting Executive Officer, Board of Supervisors.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Ms. Lori Glasgow, Executive Officer, Board of Supervisors, has announced her intention to retire from County service. To ensure the duties and responsibilities of this critical position are carried out without interruption, and to ensure that this position is filled in an efficient and expeditious manner, we request that the Board approve these recommendations.

Ms. Zavala is an experienced County professional with over 27 years of progressively responsible

experience in the fields of administration and finance. Since 2016, Ms. Zavala has been the Chief Deputy of the Executive Office of the Board with responsibility for overseeing the management of various divisions including Fiscal Services, Human Resources, Facilities Management, Records Management, Assessment Appeals Board, and Special Projects. Prior to her current assignment, Ms. Zavala served in various management capacities for the Executive Office of the Board including Departmental Finance Manager, Administrative Deputy, and Assistant Executive Officer.

The recommended salary adjustment will provide appropriate compensation to Ms. Celia Zavala for the period that she serves as Acting Executive Officer, Board of Supervisors.

**Implementation of Strategic Plan Goals**

Approval of these recommendations will further the County of Los Angeles' Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility and Accountability to continually assess our efficiency and effectiveness, maximize and leverage resources, and hold ourselves accountable.

**FISCAL IMPACT/FINANCING**

The cost of the recommended annual salary will be absorbed within the Executive Office of the Board of Supervisors' current budget.

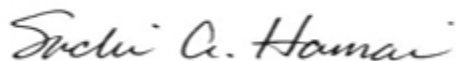
**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The recommended salary will provide appropriate compensation to Ms. Celia Zavala to perform the duties of Acting Executive Officer, Board of Supervisors.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Implementation of these recommendations will provide leadership for the Executive Office of the Board of Supervisors.

Respectfully submitted,



SACHI A. HAMAI  
Chief Executive Officer

SAH:JJ:MM:MTK  
NV:SO:AP:mst

- c: Executive Office, Board of Supervisors
- County Counsel
- Auditor-Controller
- Human Resources