

ANALYSIS

This ordinance amends Title 6 – Salaries of the Los Angeles County Code relating to the Los Angeles County Employees Retirement Association (LACERA) only, by:

- Adding and establishing the salary for eight non-represented employee classifications, applicable only to LACERA;
- Adding the number of ordinance positions for the new classifications, applicable only to LACERA;
- Adjusting the salary for twelve non-represented employee classifications, applicable only to LACERA;
- Providing a certification bonus for persons holding the positions of Assistant Chief Financial Officer, LACERA, and Chief Financial Officer, LACERA, who possess a valid Certified Public Accountant license issued by the State of California or a valid Certified Government Financial Manager certification;
- Providing a certification bonus for persons holding the position of Senior Investment Officer, LACERA, who possess a valid Chartered Financial Analyst certification; and

- Amending LACERA's Management Appraisal and Performance Plan (MAPP) Program to change designated authority over personnel matters concerning the Chief, Internal Audit, LACERA.

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By:



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RDB:bd

Requested: 05/09/18
Revised: 05/15/18

ORDINANCE NO. _____

An ordinance amending Title 6 – Salaries of the Los Angeles County Code, relating to the Los Angeles County Employees Retirement Association (LACERA).

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.28.050 (Tables of Classes of Positions with Salary Schedule and Level) is hereby amended to add the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL
<u>0799</u>	<u>ASSISTANT CHIEF FINANCIAL OFFICER, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>N23L LS10</u> <u>N23L LS10</u>
<u>0800</u>	<u>CHIEF FINANCIAL OFFICER, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>N23L LS12</u> <u>N23L LS12</u>
<u>0806</u>	<u>CHIEF INFORMATION SECURITY OFFICER, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>N23L LS12</u> <u>N23L LS12</u>
<u>0805</u>	<u>CHIEF TECHNOLOGY OFFICER, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>N23L LS12</u> <u>N23L LS12</u>
<u>0475</u>	<u>EXECUTIVE BOARD ASSISTANT, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>NM 101J</u> <u>NM 103A</u>
<u>0803</u>	<u>INFORMATION TECHNOLOGY MANAGER I, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>N23L LS11</u> <u>N23L LS11</u>
<u>0801</u>	<u>INFORMATION TECHNOLOGY SPECIALIST I, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>NM 115D</u> <u>NM 116G</u>
<u>0802</u>	<u>INFORMATION TECHNOLOGY SPECIALIST II, LACERA</u>	<u> *</u> <u>01/01/2019</u>	<u>NM 120F</u> <u>NM 121J</u>

SECTION 2. Section 6.127.010 (Positions) is hereby amended to add the following classes and number of ordinance positions:

6.127.010 Positions.

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>0799</u>	<u>1</u>	<u>ASSISTANT CHIEF FINANCIAL OFFICER, LACERA</u>
<u>0800</u>	<u>1</u>	<u>CHIEF FINANCIAL OFFICER, LACERA</u>
<u>0806</u>	<u>1</u>	<u>CHIEF INFORMATION SECURITY OFFICER, LACERA</u>
<u>0805</u>	<u>1</u>	<u>CHIEF TECHNOLOGY OFFICER, LACERA</u>
<u>0475</u>	<u>2</u>	<u>EXECUTIVE BOARD ASSISTANT, LACERA</u>
<u>0803</u>	<u>6</u>	<u>INFORMATION TECHNOLOGY MANAGER I, LACERA</u>
<u>0801</u>	<u>8</u>	<u>INFORMATION TECHNOLOGY SPECIALIST I, LACERA</u>
<u>0802</u>	<u>6</u>	<u>INFORMATION TECHNOLOGY SPECIALIST II, LACERA</u>

SECTION 3. Section 6.28.050 (Tables of Classes of Positions with Salary

Schedule and Level) is hereby amended to change only the salaries of the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
0437	ASSISTANT DIRECTOR, HUMAN RESOURCES, LACERA	01/01/2018	N23L	LS8
		*	<u>N23L</u>	<u>LS10</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS10</u>
0778	ASSISTANT EXECUTIVE OFFICER, LACERA	01/01/2018	N23L	LS14
		*	<u>N23L</u>	<u>LS16</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS16</u>
0792	ASSISTANT EXECUTIVE OFFICER, LACERA (UC)	01/01/2018	N23L	LS14
		*	<u>N23L</u>	<u>LS16</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS16</u>
0781	ASSISTANT INFORMATION SYSTEMS MGR, LACERA	01/01/2018	N23L	LS11
		*	<u>N23L</u>	<u>LS12</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS12</u>
9216	CHIEF COUNSEL, LACERA	01/01/2018	N23L	LS18
		*	<u>N23L</u>	<u>LS19</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS19</u>
0425	DIRECTOR, HUMAN RESOURCES, LACERA	01/01/2018	N23L	LS10
		*	<u>N23L</u>	<u>LS12</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS12</u>
0783	INFORMATION SYSTEMS MANAGER, LACERA	01/01/2018	N23L	LS13
		*	<u>N23L</u>	<u>LS14</u>
		<u>01/01/2019</u>	<u>N23L</u>	<u>LS14</u>

SECTION 4. Section 6.28.050 (Tables of Classes of Positions with Salary

Schedule and Level) is hereby amended to change only the salaries of the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL	
0441	SENIOR MANAGEMENT SECRETARY, LACERA	01/01/2016	NM	91L
		<u>01/01/2017</u>	<u>NM</u>	<u>93C93A</u>
		<u>01/01/2018</u>	<u>NM</u>	<u>94F94D</u>
		<u>01/01/2019</u>	<u>NM</u>	<u>95J95G</u>
0423	SUPERVISING ADMINISTRATIVE ASSISTANT II, LACERA	01/01/2016	NM	100J
		<u>01/01/2017</u>	<u>NM</u>	<u>102A</u>
		<u>01/01/2018</u>	<u>NM</u>	<u>103D</u>
		<u>01/01/2019</u>	<u>NM</u>	<u>104G</u>
0424	SUPERVISING ADMINISTRATIVE ASSISTANT III, LACERA	01/01/2016	NM	102K
		<u>01/01/2017</u>	<u>NM</u>	<u>104B</u>
		<u>01/01/2018</u>	<u>NM</u>	<u>105E</u>
		<u>01/01/2019</u>	<u>NM</u>	<u>106H</u>
0449	SUPERVISING WORD PROCESSOR, LACERA	01/01/2016	NM	85A
		<u>01/01/2017</u>	<u>NM</u>	<u>86D</u>
		<u>01/01/2018</u>	<u>NM</u>	<u>87G</u>
		<u>01/01/2019</u>	<u>NM</u>	<u>88K</u>
1886	TRAINING COORDINATOR, LACERA	01/01/2016	NM	97B
		<u>01/01/2017</u>	<u>NM</u>	<u>98E</u>
		<u>01/01/2018</u>	<u>NM</u>	<u>99H</u>
		<u>01/01/2019</u>	<u>NM</u>	<u>100L</u>

SECTION 5. Section 6.127.030 (Additional Information) is hereby amended to read as follows:

6.127.030 Additional information.

A. Step Pay Plan. Notwithstanding Section 6.08.010, by specific action, any person designated to act as Retirement Administrator pursuant to Section 6.127.020 of this code may approve step placement of an employee of the Los Angeles County Employees Retirement Association at any step within the salary range for the position which he or she holds, provided that placements made pursuant to this section are reported to the boards of retirement and investments on a periodic basis. The succeeding step advancement in such a case will be made thereafter on a yearly basis unless an exception is specifically authorized by the retirement administrator.

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D.1.a. In addition to any other compensation provided for in this code, any person employed at LACERA in one of the following classes who possesses a valid Certified Public Accountant license issued by the sState of California or a valid Certified Government Financial Manager certification issued by the Association of Government Accountants shall be entitled to compensation at a rate two schedules higher than that established for the class in Section 6.28.050 of this code:

Title:	Item No.
<u>Assistant Chief Financial Officer, LACERA</u>	<u>0799</u>
Assistant Chief, Internal Audit, LACERA	0766
Assistant Division Manager, LACERA	0771
<u>Chief Financial Officer, LACERA</u>	<u>0800</u>

Chief, Internal Audit, LACERA	0774
Division Manager, LACERA	0773
Internal Auditor, LACERA	0764
Internal Auditor, LACERA	0765
Principal Internal Auditor, LACERA	0762
Senior Internal Auditor, LACERA	0763
Special Assistant, LACERA	0775

...

6.a. Any person employed at LACERA in one of the following classes who possesses a valid Chartered Financial Analyst certification from the CFA Institute shall be entitled to compensation at a rate two schedules higher than that established for the class in Section 6.28.050 of this code.:

Title:	Item No.
Chief Investment Officer, LACERA (UC)	0493
Finance Analyst I, LACERA	0767
Finance Analyst II, LACERA	0768
Finance Analyst III, LACERA	0769
Principal Investment Officer, LACERA	0495
Principal Investment Officer, LACERA (UC)	0496
<u>Senior Investment Officer, LACERA</u>	<u>0492</u>

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SECTION 6. Section 6.127.040 (LACERA Tier I and Tier II Management Appraisal and Performance Plan) is hereby amended to read as follows:

6.127.040 LACERA Tier I and Tier II Management Appraisal and Performance Plan.

A. Purpose. The purpose of the Management Appraisal and Performance Plan is to improve LACERA's ability to employ executive, senior management, and management employees, to evaluate and compensate those employees for the contributions they make toward achieving LACERA priorities, and to motivate them to excel and achieve high efficiency, reduce costs, realize expected revenues, and deliver quality services to LACERA's members and beneficiaries.

B. Definitions. The following terms when used in this Section 6.127.040 with initial capital letters, unless the context clearly indicates otherwise, shall have the following respective meanings:

1. "Appointing Authority" means the retirement administrator as to Participants serving on the staff of the Los Angeles County Employees Retirement Association. The ~~b~~Board of ~~r~~Retirement and the ~~b~~Board of ~~i~~Investments jointly shall be the Appointing Authority for any person designated to act as retirement administrator pursuant to Section 6.127.020 of this code. The Appointing Authority of the Chief, Internal Audit, LACERA shall be as described in Section 6.127.040.S. of this code.

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F. Appeal process.

1. Initial Review. In the case of a disputed individual performance evaluation and rating, the affected Participant shall be afforded full opportunity to present, in writing, his/her request for review and modification of the rating to the

Participant's immediate supervisor. Such requests shall be made within 10 business days of receipt of a performance rating. The decision of the supervisor shall be final subject to review and reconsideration as outlined in subsection 2 of this section. In the case of an aAssistant eExecutive eOfficer, such presentation shall be made to the retirement administrator, whose decision shall be final. In the case of the Chief, Internal Audit, LACERA, such presentation shall be made to the Audit Committee of the Board of Retirement and the Board of Investments, whose decision shall be final.

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S. Chief, Internal Audit, LACERA. As to the Chief, Internal Audit, LACERA, "Appointing Authority" means:

1. The Audit Committee of the Board of Retirement and the Board of Investments, with respect to performance management and administering annual salary adjustments, including the actions specified in Section 6.127.040.B.10., E., H., K., P., and R. of this code.

2. The Board of Retirement and the Board of Investments jointly, upon the recommendation of the Audit Committee of the Boards, with respect to appointment, discipline, dismissal, and/or removal in accordance with Civil Service Rules, except that the retirement administrator may administer discipline limited to verbal and written counseling and written warnings.

SECTION 7. Under Government Code section 25123(f), this ordinance shall be effective immediately upon final passage, except for Section 4, which shall be construed and applied as if it was effective and operative on and after January 1, 2017; and

Section 6, which shall be construed and applied as if it was effective and operative on and after January 12, 2017.

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