



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

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June 18, 2019

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

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

23 June 18, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE FISCAL YEAR 2019-2020 RECOMMENDED BUDGET AND OTHER CLASSIFICATION ACTIONS (ALL SUPERVISORIAL DISTRICTS - 3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the departmental staffing provisions by implementing classification actions related to the approval of the Fiscal Year (FY) 2019-2020 Recommended Budget. It will implement other routine technical adjustments and corrections to reflect earlier Board-approved budget and classification actions. In addition, this letter and accompanying ordinance will update the departmental staffing provisions by deleting six (6) non-represented classifications and by deleting one (1) represented classification.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to update the departmental staffing provisions to reflect positions allocated, deleted, and transferred in the FY 2019-2020 Recommended Budget to implement routine technical adjustments and corrections to reflect earlier Board-approved budget and classification actions.
2. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to delete six (6) vacant non-represented classifications.
3. Approve in the Classification Plan the deletion of one (1) vacant represented classification. This action has been approved by the Employee Relations Commission (ERCOM).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The actions recommended in this letter were approved, in concept, by your Board of Supervisors (Board) as part of the FY 2019-2020 Recommended Budget on April 16, 2019. Since that time, we have been working to gather and analyze the required information to determine and allocate the appropriate classification and level of new positions. This letter implements these specific changes to the departmental staffing provisions to be effective July 1, 2019.

Your Board's approval of this ordinance will fulfill the Charter requirement to provide, by ordinance, for the number of County employees. It will also provide the authority for County departments to fill new positions allocated in the FY 2019-2020 Recommended Budget, delete positions no longer needed, and make other adjustments as necessary. These recommendations are a routine part of the annual budget process.

Deleted Classifications

In conjunction with our continuing goal of reducing classifications, we are recommending the deletion of six (6) vacant non-represented classifications and one (1) vacant represented classification from the County Classification Plan (Attachment A). The represented classification has been approved for deletion by ERCOM and the affected department has been informed and concurs with this action. This recommendation is consistent with the County's strategy to reduce the number of obsolete classifications.

Routine Adjustments and Corrections

Routine adjustments and corrections are being made to the staffing provisions of various County departments. These adjustments include position deletions and adjusting entries from previous classification actions such as classification studies, reorganizations, and mid-year allocations.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan Goal I – Operational Effectiveness. Specifically, it will address the Service Excellence and Organizational Effectiveness Strategy to improve the quality of the workforce, to achieve departmental operational efficiencies, and to maintain consistency in personnel practices throughout the County.

FISCAL IMPACT/FINANCING

The cost of and financing for the new position recommendations have been included in the FY 2019-2020 Recommended Budget. There is no cost associated with any other actions in this ordinance.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

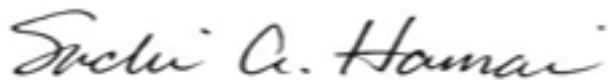
Pursuant to Article III, Section 11(3) of the Charter of the County of Los Angeles, the Board of Supervisors is "to provide, by ordinance, for the number of assistants, deputies, clerks, attaches, and other persons employed in the service of the County." The County Charter also authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these recommendations will enable departments to effect personnel actions associated with the FY 2019-2020 Recommended Budget and other classification actions. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,



SACHI A. HAMAI
Chief Executive Officer

SAH:FAD:MM:MK
PAC:IW:KP:mmg

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Chief Information Office
Human Resources
Affected Departments

ATTACHMENT A

**NON-REPRESENTED CLASSIFICATIONS RECOMMENDED FOR
DELETION FROM THE CLASSIFICATION PLAN**

Item No.	Title
9186	Coordinator, Welfare Recipient Vendor Program
1221	Extradition Services Assistant, District Attorney
1222	Extradition Services Specialist, District Attorney
1097	Head, Civil Service Commission, Board of Supervisors
0965	Supervisor, Records Management
7985	Welfare Recipient Employment Coordinator

**REPRESENTED CLASSIFICATION RECOMMENDED FOR
DELETION FROM THE CLASSIFICATION PLAN**

Item No.	Title
0880	Systems and Work Measurement Analyst II