



County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
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WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
GLORIA MOLINA  
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Fifth District

January 10, 2012

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

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

20 January 10, 2012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**APPOINTMENT AND SALARY FOR  
SENIOR ASSISTANT CHIEF EXECUTIVE OFFICER (UC)  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Recommendation to appoint and set the salary for Georgia Mattera to serve as a Senior Assistant Chief Executive Officer in the Chief Executive Office for the County of Los Angeles.

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the Chief Executive Officer's recommendation to appoint Georgia Mattera to the position of Senior Assistant Chief Executive Officer effective January 17, 2012 at an annual salary of \$191,000.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to appoint Georgia Mattera as the Senior Assistant Chief Executive Officer to lead, coordinate, monitor, and evaluate processes, activities, and services of the Public Safety Cluster; and to set a salary for Ms. Mattera.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only**

Ms. Mattera will report directly to the Chief Deputy, Chief Executive Officer and her responsibilities will include the implementation of Board directed policies and County programmatic goals of the cluster which consists of the direct oversight and management of all financial, personnel, operational and programmatic functions; ensuring the integration of County services and the optimal use of resources; and the continuous improvement of the County's organization and operational processes.

Ms. Mattera has more than 20 years of experience in City government, demonstrating extensive experience as an administrator over budgeting, revenue generation, contracts, grants, capital projects and formulating policy. In her most recent assignment as Fire Administrator for the City of Los Angeles Fire Department (LAFD), Ms. Mattera serves as the senior advisor to the Fire Chief while managing a staff of 200 civilian and sworn members. With her direct knowledge of public safety and utilization of strategic methodologies, Ms. Mattera successfully developed and implemented LAFD's \$505 million annual operating budget. Despite cuts totaling \$96 million, Ms. Mattera delivered a balanced budget while protecting critical public safety services.

In Ms. Mattera's prior assignments with the City, she was responsible for overseeing the development and implementation of capital and operating budgets ranging from \$12 million to \$900 million. Ms. Mattera's breadth of budgeting knowledge has resulted in accomplishments such as a 98 percent success rate on the restoration of budget cuts to the LAFD totaling over \$50 million and having generated an additional \$1.1 million in revenue for the LAFD by streamlining the ways fees are implemented.

Ms. Mattera earned a Bachelor of Science degree and Masters Degree in Public Policy Administration from California State University, Long Beach.

### **Salary Placement**

The base salary placement for Ms. Mattera onto Management Appraisal and Performance Plan (MAPP) Tier I Salary Range R21, the Board approved range for this position, is slightly above the minimum of the range. Based on Ms. Mattera's level of expertise as an administrator over public safety services and her years of experience this is an appropriate salary placement.

**Implementation of Strategic Plan Goals**

Approval of these recommendations will further the County of Los Angeles Strategic Plan Goal of Operational Effectiveness to enhance the quality and productivity of the County workforce.

**FISCAL IMPACT/FINANCING**

The recommended salary will be paid from existing funds in the Chief Executive Officer's budget.

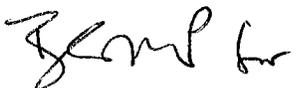
**FACTS AND PROVISIONAL/LEGAL REQUIREMENTS**

The recommended salary will provide appropriate compensation to Ms. Mattera to perform the duties of Senior Assistant Chief Executive Officer.

**IMPACT ON CURRENT SERVICES**

Implementation of these recommendations will provide leadership and direction for the Public Safety Cluster.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:BC:EFS  
SJM:SO:ra

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