



May 13, 2025

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

Dear Commissioners:

**COMPREHENSIVE CLASSIFICATION AND COMPENSATION PLAN
(ALL DISTRICTS) (3 VOTE)**

SUBJECT

This letter recommends authority to implement a classification and compensation plan for Laborers' International Union of America (LIUNA), Local 777 represented positions within the Los Angeles County Development Authority (LACDA), to replace the classification and salary plan that was adopted nearly 31 years ago on May 26, 1994. All LACDA positions are unclassified and exempt from civil service rules.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Executive Director or designee to update its current classification and salary plan based on the recommended action.
2. Authorize the Executive Director or designee to regularly maintain the recommended classification and compensation plan to ensure the proper allocation and compensation of positions based on market data for similar roles to reduce the number of costly personnel-related issues.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In September 2019, the Los Angeles County Development Authority (LACDA) entered a contract with Koff & Associates (K&A) to conduct a comprehensive classification and compensation study that was concluded in the fall of 2023. The scope of work encompassed a thorough review of the LACDA's current classification structure, assigned duties, organizational charts, reporting relationships, job descriptions, and salary schedules to achieve the following objectives:

1) Ensure job descriptions accurately reflect the work performed and are properly allocated within a clear and systematic classification structure. This includes recognizing staff alignments, reporting relationships, and organizational structure.

2) Establish a pay structure that offers competitive salaries compared to the marketplace, ensures internal equity, and can attract and retain high-quality staff. This structure must be sustainable for both current and future operational needs and economic conditions.

On April 1, 2025, the Board approved the new classification plan for non-represented classifications. The LACDA is now requesting approval of the new classification plan for the LIUNA, Local 777 represented classifications. The 6 existing classification specifications are outdated and do not accurately reflect the job functions, qualifications, level of responsibility, decision making authority, and work complexity typically defined in a series. The proposed classification plan includes 7 LIUNA, Local 777 represented classifications, representing a combination of existing classifications, redefined classifications, and new classifications.

The LACDA's current salary structure is not standardized and lacks internal and market alignment. K&A created a salary range structure based on market data as defined by job scope, level, duties and responsibilities, and the qualifications required for successful job performance. It also addresses internal relationships and standardizes the range spread and differential between classifications. The LACDA recommends approving the proposed salary structure with modifications to include 40% range spreads. The recommended classification and salary plan is attached as Exhibit A.

Implementation of Strategic Plan Goals

Approval of the above actions will further the County Strategic Plan North Star Goal III – Realize Tomorrow's Government Today. Specifically, it will address Strategy III.3 to Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability.

FISCAL IMPACT/FINANCING

The cost of implementing the recommended classification and compensation changes is roughly \$76,119 and has been included in the LACDA's approved Fiscal Year (FY) 2024-2025 Budget and proposed FY 2025-2026 Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Required notice was provided to LIUNA 777 regarding the proposed classification and compensation plan. Following the conclusion of the meet-and-confer process, LIUNA 777 has agreed to LACDA's proposed classification and compensation plan. Side letters have been prepared to amend the job classification titles of the Appendix for each respective bargaining unit's Memorandum of Understanding.

ENVIRONMENTAL DOCUMENTATION

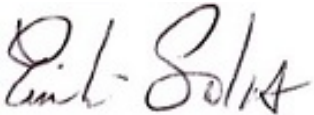
This action is exempt from the provisions of the National Environmental Policy Act pursuant to Title 24 of the Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to

the environment. The action is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA guidelines Section 15060(c)(3) and 15378 because it is not defined a project under CEQA and does not have the potential for causing a significant effect on the environment.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this action will ensure the proper allocation and compensation of positions based on the duties and responsibilities assigned to these jobs. Additionally, these actions are important in addressing operational needs associated with the LACDA's budget.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Emilio Salas". The signature is fluid and cursive, with the first name "Emilio" and last name "Salas" clearly distinguishable.

Emilio Salas

Executive Director

ES:KMT:NT

Enclosures

CURRENT CLASSIFICATIONS	CURRENT ANNUAL SALARY		PROPOSED CLASSIFICATIONS	NEW ANNUAL SALARY	
	MINIMUM	MAXIMUM		MINIMUM	MAXIMUM
PROGRAM SPECIALIST III	\$65,083.20	\$92,310.40	ACCOUNTANT	\$71,260.80	\$99,756.80
PROGRAM SPECIALIST II	\$54,246.40	\$76,918.40	ADMINISTRATIVE ASSISTANT	\$53,164.80	\$74,443.20
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	ADMINISTRATIVE SPECIALIST	\$71,260.80	\$99,756.80
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	CENTRAL SERVICES SPECIALIST	\$61,551.00	\$86,172.00
PROGRAM SPECIALIST II	\$54,251.69	\$76,917.27	CONTRACTS MANAGER	\$74,817.60	\$104,748.80
PROGRAM SPECIALIST II	\$54,251.69	\$76,917.27	HOUSING INSPECTOR*	\$55,829.00	\$78,161.00
PROGRAM SPECIALIST II	\$54,251.69	\$76,917.27	HOUSING SERVICES SPECIALIST*	\$55,829.00	\$78,161.00
MAINTENANCE WORKER II	\$50,123.31	\$68,433.87	MAINTENANCE WORKER*	\$53,164.80	\$74,443.20
N/A	\$-	\$-	MAINTENANCE WORKER TRAINEE*	\$45,926.40	\$64,292.80
PROGRAM SPECIALIST I	\$48,795.76	\$64,078.83	OFFICE ASSISTANT	\$45,926.40	\$64,313.60
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	OPERATIONS SPECIALIST	\$71,260.80	\$99,756.80
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	PROGRAM COORDINATOR	\$67,860.00	\$95,005.00
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	SENIOR HOUSING INSPECTOR*	\$67,860.00	\$95,005.00
PROGRAM SPECIALIST III	\$65,082.60	\$92,313.68	SENIOR HOUSING SERVICES SPECIALIST*	\$67,860.00	\$95,005.00
MAINTENANCE WORKER III	\$62,767.47	\$85,708.28	SENIOR MAINTENANCE WORKER*	\$67,860.00	\$95,005.00
MAINTENANCE WORKER IV	\$69,056.26	\$94,272.63			

NOTE: Classification title changes do not necessarily affect every employee within that classification.

* Represented Classification