

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the exemption of seven Controller Aide (Class Code 9199) positions for the Controller from the Civil Service, pursuant to Charter Section 1001(b).

Recommendation for Council action:

APPROVE the exemption of seven Controller Aide (Class Code 9199) positions for the Controller from the Civil Service, pursuant to Charter Section 1001(b).

Fiscal Impact Statement: None submitted by the Mayor. Neither the CAO nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

TIME LIMIT FILE – JANUARY 12, 2024

(LAST DAY FOR COUNCIL ACTION – JANUARY 12, 2024)

Summary:

On December 5, 2023, your Committee considered a November 29, 2023 communication from the Mayor relative to the exemption of seven Controller Aide (Class Code 9199) positions for the Controller from the Civil Service, pursuant to Charter Section 1001(b). According to the Mayor, the Controller Aide positions were previously approved for exemption under 1001(b) by the City Council and subsequently filled. Two Controller Aide positions were vacated on December 13, 2022, and deleted from the count (Council File No. 15-0334-S7); One Controller Aide position was vacated on December 18, 2022, and deleted from the count (Council File No. 15-0334-S5); One Controller Aide position was vacated on June 18, 2022, and deleted from the count (Council File No. 15-0334-S8); One Controller Aide position was vacated on March 26, 2022, and deleted from the count (Council File No. 15-0334-S8); One Controller Aide position was vacated on March 26, 2022, and deleted from the count (Council File No. 15-0334-S1); One Controller Aide position was vacated on December 19, 2022 (Council File No. 20-1295).

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 130 are approved, and an additional 9 are pending approval. Approval of this request will increase the count. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which these will be assigned. The Controller Aide positions will provide administrative support and handle all sensitive and confidential information for the City Controller. The positions will conduct analytical research; write, edit and maintain reports and correspondence prepared for the Controller's signature; coordinate and direct communication of public information from the Controller's Office; coordinate and attend meetings and events representing and conducting presentations for the Controller; interface regularly with local, state, and federal officials; and perform

other related duties as directed by the Controller. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemptions. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Hiring Committee

COUNCILMEMBER VOTE

McOSKER: YES

PADILLA: YES

SOTO-MARTINEZ: YES

ARL

12/5/23

-NOT OFFICIAL UNTIL COUNCIL ACTS-