

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the exemption of two Administrative Deputy Controller (Class Code 9177) positions for the Controller from the Civil Service, pursuant to Charter Section 1001(b).

Recommendation for Council action:

APPROVE the exemption of two Administrative Deputy Controller (Class Code 9177) 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 two Administrative Deputy Controller (Class Code 9177) positions for the Controller from the Civil Service, pursuant to Charter Section 1001(b). According to the Mayor, the Administrative Deputy Controller positions were previously approved for exemption under 1001(b) by the City Council and subsequently filled (Council File Nos. 14-0401-S1 and 14-0401-S2). Charter Section 1001(b)(1) requires that, “When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection.”

One Administrative Deputy Controller position was vacated on March 26, 2022 and deleted from the count; one Administrative Deputy Controller position was vacated on December 10, 2022, and deleted from the count. Charter Section 1001(b) allows up to 150 persons to be exempt, of which 130 are approved, and an additional 15 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 Administrative Deputy Controller positions will serve as liaison between the Controller’s Office and neighborhood councils, chambers of commerce, business leaders, government officials, and non-profit organizations; will advise the Chief Deputy Controller and Chief of Staff on Office budget, personnel matters, and reviewing/editing financial and auditing reports; directs Controller’s Office staff on legislative tracking and reporting, policy research and analysis, strategic partnerships, intergovernmental relations and constituent services; manages all media relations, social media, and strategic messaging

for the Controller's Office; leads and executes community engagement campaigns. 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-