



KAREN BASS  
MAYOR

**MEMORANDUM**

**To:** The Honorable Members of the City Council  
c/o City Clerk

**From:** Karen Bass, Mayor *Karen Bass*

**Subject:** **RE-EXEMPTION REQUEST – LOS ANGELES WORLD AIRPORTS, (1)  
DEPUTY GENERAL MANAGER AIRPORTS II**

**Date:** October 17, 2024

Los Angeles World Airports (LAWA) has requested the exemption of one (1) position of Deputy General Manager Airports II, Class Code 0163, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 117 are approved, and an additional 10 are pending approval. Approval of this request will increase the count. As of the date of this letter, this request will be in the 128<sup>th</sup> position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 16 are filled.

This Deputy General Manager Airports II (Sourcing and Economic Impact) position will report directly to the Chief Airport Administrative Officer and will lead the Strategic Sourcing Division and the Business Jobs & Social Responsibility Division. The role will direct the efficient procurement of goods and services and promote social responsibility practices that align with LAWA's mission and values. The position will help develop, communicate, and promote LAWA's stance on community engagement and social impact; serve as the outward-facing lead in promoting procurement and job opportunities in the community; expand outreach to the business community, overall participation in procurements, and supplier diversity; incorporate sustainability goals into the procurement process; and improve collaboration across the organization related to economic impact activities.

This Deputy General Manager Airports II position requires ten (10) years of experience in any combination of strategic sourcing, process improvement, community engagement, workforce development, or related areas that drive an organization's economic and community impact, with desired senior management-level experience in coordinating with community colleges, school districts, and adult education programs; administration of Requests for Proposals for construction and professional services and Requests for Bids for goods and services; and management of stakeholder relationships.

A bachelor's degree from a four-year college or university is preferred.

The exemption of this position will allow LAWA the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Deputy General Manager Airports II.

Based on my review of LAWA's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of the Deputy General Manager Airports and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, my approval for the department to fill the position may expire.

KB:zn

cc: Carolyn Webb de Macías, Chief of Staff, Office of the Mayor  
Zachia Nazarrai, Office of the Mayor  
Thomas Arechiga, Office of the Mayor  
John Ackerman, Chief Executive Officer, Los Angeles World Airports  
Minerva Gutierrez, Los Angeles World Airports  
Grayce Liu, Interim General Manager, Personnel Department