

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the exemption of one Principal Project Coordinator (Class Code 1538) position for the Civil, Human Right and Equity Department (CHRED) Equity and Empowerment Unit from the Civil Service pursuant to Charter Section 1001(b).

Recommendation for Council action:

APPROVE the exemption of one Principal Project Coordinator (Class Code 1538) position for the CHRED Equity and Empowerment Unit 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 – DECEMBER 8, 2023**

**(LAST DAY FOR COUNCIL ACTION – DECEMBER 8, 2023)**

Summary:

On November 7, 2023, your Committee considered an October 31, 2023 communication from the Mayor relative to the exemption of one Principal Project Coordinator (Class Code 1538) position for the CHRED Equity and Empowerment Unit from the Civil Service pursuant to Charter Section 1001(b). According to the Mayor, Charter Section 1001(b) allows up to 150 persons to be exempt, of which 133 are approved, and an additional eight are pending approval. Approval of this request will not increase the count as it is intended to replace an exempt Senior Project Coordinator, which will be deleted from the count. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which five are filled.

The Principal Project Coordinator (PPC) will serve as the lead of the CHRED's Equity and Empowerment Unit, which includes the Office of Race and Equity (ORE), upward mobility projects, L.A. REPAIR Participatory Budgeting Pilot Program, and Peace and Healing Centers in nine marginalized communities. The PPC will represent the CHRED at outreach events, engage with local media outlets, implement an equity vision and programs, participate in special fund management, and oversee contracts for content creation services, including Geographic Information Systems (GIS) services and data analysis. GIS mapping, data analysis, and leadership for ORE are essential to continue the required measurement and evaluation of equity in city programs.

The Principal Project Coordinator will supervise at least 13 full-time employees including one Project Coordinator (Class Code 1537), one Human Relations Advocate (Class Code

9207), five Management Analyst (Class Code 9184), three Management Assistants (Class Code 9184), one Community Service Representative (9054), two part-time Administrative Intern (Class Code 1535), and contractors; supervise the department's Volunteer Corps, comprised of at least ten volunteers; and serve as the lead manager for the Reparations Advisory Commission and its academic partners; provide analysis and recommendations based on current pilot programs; and facilitate report backs to the Mayor and City Council. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemption. 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

11/7/23

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**