



KAREN BASS
MAYOR

MEMORANDUM

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

From: Karen Bass, Mayor *Karen Bass*

Subject: EXEMPTION REQUEST – LOS ANGELES FIRE DEPARTMENT, (1)
PROCESS SAFETY ENGINEER

Date: April 18, 2025

The Los Angeles Fire Department (LAFD) requested the exemption of one (1) position of Process Safety Engineer (PSE), Class Code 7962, 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 133 are approved, and an additional 2 are pending approval. Approval of this request will increase the count. As of the date of this letter, this request will be in the 134th 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 20 are filled.

The position of Process Safety Engineer will be responsible for the review, audit, and inspection of risk management and safety plans; audits inspections, and regulated stationary sources to ensure compliance with the California Accidental Release Program (CalARP) program; reviews regulations; develops policies, protocols, and office standard operating procedures to assist in the implementation of the CalARP program. With a specific focus on petroleum refineries, the Process Safety Engineer will develop and evaluate the chemical release prevention program; review criteria and quantitative standards and guidelines regarding CalARP ensuring implementation consistent with federal, state, and local laws and regulations; serve as the technical advisor regarding highly hazardous materials management; participate in community alert and notification; and performs other related duties. The PSE will receive general direction from the Risk Management Prevention Program (RMPP) Manager assisting with the planning,

organization, administration, development and implementation of the Certified Unified Program Agency (CUPA) and any other environmental programs managed under the CUPA section.

The Process Safety Engineer position requires a Bachelor's of Science degree from an accredited college or university with a major in Chemical Engineering or closely related field: **AND** three years of full-time professional experience, or equivalent, as a regulator in accidental release prevention in the chemical process industry; **OR** three years full-time professional experience, or equivalent, in the chemical process industries; **OR** two years full-time professional experience, or equivalent, in process safety management or a closely related field.

Certified Unified Program Agency (CUPA) knowledge and experience is preferred. Preferred certifications, which will be required prior to the completion of the probationary period: HAZWOPER-40, APSA Inspector Certification, and CA UST Inspector ICC.

The exemption of this position will allow the Los Angeles Fire Department the flexibility to recruit and select the best qualified candidate who possesses the necessary specialized experience, talent, and expertise for the position. The duties and requirements as described are appropriate to the class of Process Safety Engineer.

Based on my review of the Los Angeles Fire Departments request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of the Process Safety Engineer 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.

cc: Carolyn Webb de Macías, Chief of Staff, Office of the Mayor
Zachia Nazarzai, Office of the Mayor
Thomas Arechiga, Office of the Mayor
Yuri Zaich, Personnel Director III
Farshid Yazdi, Senior Management Analyst II
Karen Estrella, Senior Personnel Analyst I
Malaika Billups, General Manager, Personnel Department