



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 WORLD AIRPORTS, (1)
CHIEF INFORMATION SECURITY OFFICER

Date: April 18, 2025

Los Angeles World Airports (LAWA) requested the exemption of one (1) position of Chief Information Security Officer, Class Code 1404, 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 135th 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 Chief Information Security Officer (CISO) will be responsible for safeguarding the organization's most valuable digital assets, enforcing the organization's security posture, ensuring that the airport and its critical data and system assets are fortified against evolving cyber threats. This role will work closely with various business units, IT teams, and senior management to develop and implement comprehensive security strategies, policies, and procedures that align with LAWA's risk appetite and business objectives and lead the Cyber Security program. As a senior technology leadership team member reporting to the Chief Information Officer, the role will engage with each business to establish acceptable levels of cyber and information security risk across the organization, unique to each business unit.

Key Responsibilities:

1. Develop, implement, and enforce a comprehensive cybersecurity strategy that protects the organization's infrastructure, data, and operations;
2. Assume full accountability for detecting, preventing, and mitigating cyber threats, ensuring the organization remains resilient against sophisticated attacks;
3. Establish and maintain strict security governance, ensuring compliance with industry regulations (e.g., NIST, ISO 27001, SOC 2) and aligning federal, state and local cybersecurity policies;
4. Collaborate with LAWA's Deputy Executive Director for Safety and Security and represent LAWA on cybersecurity matters to airport stakeholders;
5. Oversee the development and use of the incident response and recovery strategy, ensuring rapid containment and remediation of security breaches while minimizing business impact;
6. Direct and empower a security team responsible for continuous monitoring, vulnerability management, and risk mitigation across all systems;
7. Implement and manage advanced security technologies, threat intelligence, and access control measures to proactively prevent cyber intrusions;
8. Oversee regular cybersecurity audits and remediate audit findings;
9. Advise senior leadership and the Board on emerging cybersecurity risks, investment priorities, and the evolving global threat landscape;
10. Lead cross-functional collaboration with IT, legal, compliance, and risk management teams to embed cybersecurity into every aspect of the business;
11. Foster a security-first culture, ensuring employees at all levels understand their role in protecting the organization from cyber threats;
12. Build a best-in-class security program including the maintenance of an appropriately sized team of highly talented cybersecurity professionals; and
13. Working with compliance staff to ensure that all information owned, collected, or controlled by or on behalf of LAWA is processed and stored in accordance with applicable laws and other regulatory requirements, such as data privacy.

The Chief Information Security Officer position requires the following:

1. Bachelor's degree from an accredited college or university with a major in cybersecurity, computer science, information technology, or the equivalent; AND
2. A minimum of seven (7) years of competence in the field of information security and/or risk management (combined or in each field); AND
3. A certification as a Certified Information Systems Security Professional (CISSP); AND
4. A minimum of seven (7) years of full-time paid experience in IT security roles, managing security teams and implementing security programs.

A master's degree in Business Administration (MBA) or in cybersecurity, and a certification as a Certified Information Security Manager (CISM) are preferred but not required. The exemption of this position will allow the Los Angeles World Airports 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 Chief Information Security Officer.

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 Chief Information Security Officer 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
John Ackerman, Chief Executive Officer
Robert Lowe, Deputy General Manager Airports I
Marla Bleavins, Assistant General Manager
Minerva Gutierrez, Personnel Director
Mariel Wroe, Senior Personnel Analyst II
Malaika Billups, General Manager, Personnel Department