



ERIC GARCETTI
MAYOR

MEMORANDUM

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

From: Eric Garcetti, Mayor *EG*

Subject: Re-Exemption Request of One (1) Deputy Superintendent of Building for the Department of Building and Safety

Date: July 26, 2021

The Department of Building and Safety (DBS) requested that the Mayor approve the exemption of one (1) position of Deputy Superintendent of Building, Class Code 9201, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On June 30, 2021, the Mayor's Office asked the Personnel Department to review DBS' request.

The Deputy Superintendent of Building position was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. The position was vacated on June 5, 2021 and deleted from the count. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection."

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 143 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 144th 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 6 are filled.

The Deputy Superintendent of Building position will be the Technical Services Bureau Chief. As a key senior management level position, this position will report directly to the General Manager and the Executive Officer; will exercise a high level of technical and management expertise, and as directed by the General Manager, communicate frequently with the Information Technology Agency, other City departments, outside

agencies and organizations, industry officials, business groups, and the public; and direct the activities of over 90 employees engaged in:

- Management of all technical devices, systems and programs related to day-today operations;
- Development of new technologies to better serve customers and the public;
- Development and operational functions of ePlanLA and Build LA;
- Implementation of the 311 Customer Relationship Management System; and
- Development and implementation of the City's Universal Cashiering System.

The Deputy Superintendent of Building requires a one year of full time paid progressively responsible management experience at the level of an Assistant Deputy Superintendent of Building at the Los Angeles Department of Building and Safety in managing plan check and permit issuance operations, implementing work programs, formulating budgets, and establishing policies and procedures.

The exemption of this position will allow DBS 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 Superintendent of Building.

Based on my review of the DBS request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of a Deputy Superintendent of Building 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, the Mayor's approval for the department to fill the position may expire.

EG:alg

cc: Osama K. Younan, General Manager, Department of Building and Safety
Rich Llewellyn, Interim Chief of Staff, Office of the Mayor
Heleen Ramirez, Legislative Coordinator, Office of the Mayor
Wendy Macy, General Manager, Personnel Department