



**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) Police Administrator II for the Los Angeles Police Department

**Date:** October 13, 2021

The Los Angeles Police Department (LAPD) requested that the Mayor approve the exemption of one (1) position of Police Administrator II, Class Code 9196-2, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On September 14, 2021, the Mayor's Office asked the Personnel Department to review LAPD's request.

The Police Administrator II position was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. The position was vacated on September 4, 2016 and deleted from the count. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless reauthorized in accordance with this subsection."

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 142 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 145th 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 Police Administrator II position will serve as the Assistant Commanding Officer of the newly created Community Safety Partnership Bureau (CSPB) that will expand the department's Community Safety Partnership (CSP) program and reinforce efforts to reimagine policing by focusing on a community-based approach; will chair LAPD's newly established Regional Advisory Council; and oversee the operations of the Safety Strategy

Honorable Members of the City Council

October 13, 2021

Page 2

and Innovation Center (SSIC) that will be responsible for strategizing, crafting, and implementing policies and best practices related to the CSP model. Through the SSIC, this position will be responsible for bringing together community stakeholders to partner with City leadership and LAPD to shape the strategic plans for CSP sites and the implementation of the CSP model department wide.

The Police Administrator II requires graduation from an accredited four-year college or university; and three years of full-time paid professional experience in a position at the level of a Police Administrator I managing community engagement programs and working with organizations at various levels of government, furthering Community Safety Partnership initiatives.

While Police Administrator is a civil service classification for which examinations have been given in the past, LAPD notes that the exemption of this position will allow them the flexibility to recruit from a broad and strong candidate pool using the appropriate mechanism to attract and select the best-qualified and high caliber candidate who possesses the necessary expertise and experience at the II-level position. The duties and requirements as described are appropriate to the class of Police Administrator II.

Based on my review of the LAPD's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of a Police Administrator II 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: Michel R Moore, Chief of Police, Los Angeles Police Department  
Richard H. Llewellyn, Jr., Acting Chief of Staff, Office of the Mayor  
Heleen Ramirez, Legislative Coordinator, Office of the Mayor  
Wendy Macy, General Manager, Personnel Department