

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT relative to proposed salaries for a new Local Hiring Trainee Program at the Los Angeles Department of Water and Power (LADWP).

Recommendation for Council action:

APPROVE the following:

- a. The salary for one new exempt classification of Utility Worker (Class Code 3119).
- b. The addition of six classifications to Schedule B from Schedule A of the Los Angeles Administrative Code as follows:
  - i. Assistant Gardener (Class Code 3142)
  - ii. Custodial Services Assistant (Class Code 3149)
  - iii. Garage Assistant (Class Code 3538)
  - iv. Warehouse and Toolroom Assistant (Class Code 1831)
  - v. Delivery Driver Assistant (Class Code 1124)
  - vi. Office Services Assistant (Class Code 1360)
- c. The salary amendment of two existing LADWP classifications for deployment in the LADWP Local Hiring Trainee Program as detailed in the October 14, 2021 LADWP report, attached to the Council File.

Fiscal Impact Statement: The LADWP reports that there is no fiscal impact to the General Fund. The establishment of this Trainee Program and costs of future hiring are: unknown, undetermined, and yet to be determined. The LADWP will budget appropriately in future budget years.

Community Impact Statement: None submitted.

Summary:

On December 1, 2021, your Committee considered an October 14, 2021 LADWP report relative to proposed salaries for a new Local Hiring Trainee Program at the LADWP. According to the LADWP, it is implementing a new Trainee Program that will hire local residents from underserved communities into full-time civil service jobs (target civil service classification). Through an expedited and streamlined process to recruit, hire, and retain employees, this new Trainee Program will create an alternative pathway into the LADWP workforce for populations and demographics within the City of Los Angeles

(City) and Owens Valley communities, particularly with respect to those historically disadvantaged and facing barriers to City hiring.

The newly created exempt classification, Utility Worker, and the existing classification of Office Trainee, will serve as the entry point into the new Trainee Program. Incumbents in these exempt positions will receive classroom instruction, on-the-job training, and practical work experience performing a variety of unskilled manual work. Those who successfully complete six months of training in these classes and receive satisfactory performance ratings during their employment with the LADWP will receive a letter of recommendation, have their name placed on a civil service eligible list, and qualify for certification and appointment to one of the following transitional classifications:

- Assistant Gardener
- Custodial Services
- Assistant Garage Assistant
- Maintenance Assistant
- Warehouse and Toolroom Assistant
- Delivery Driver Assistant
- Office Services Assistant

After completion of a standard 6-month probationary period in one of the transitional classifications, incumbents will then be eligible to transfer to the corresponding permanent target civil service classification within the LADWP via Charter Section 1014. While the classifications are not currently represented, a petition for accretion is in process by the International Brotherhood of Electrical Workers, Local 18, (Petition Nos. C951 and C952) and there is no opposition to the proposed salaries. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendation contained in the LADWP report and detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Animal Welfare Committee

**COUNCILMEMBER VOTE**

KORETZ: YES

HARRIS-DAWSON: YES

BONIN: YES

ARL

12/1/21

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**