

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT and ORDINANCE FIRST CONSIDERATION relative to amending the Los Angeles Administrative Code (LAAC) in regard to vacation for part-time employees.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. PRESENT and ADOPT the following ORDINANCES dated January 6, 2022, approved as to form and legality by the City Attorney:
  - a. Ordinance amending LAAC Section 4.244 pertaining to Vacation Definitions, to provide clarifying and updated language and revise the order of the listed definitions.
  - b. Ordinance amending LAAC Section 4.245 pertaining to Monthly Vacation Credit- Length of Vacation to provide updated language and add a paragraph regarding prorated vacation for half-time employees.
  - c. Ordinance amending LAAC Section 4.246 pertaining to Deductible Absences, in computing the accrual of monthly vacation credits, to provide clarifying and updated language.
  - d. Ordinance amending LAAC Section 4.252 pertaining to Vacations for Employees Engaged in Part-time Work, to add the number of hours for full-time employment, which is used as the basis for calculating prorated vacation for half-time employees.
2. AUTHORIZE the Controller and the City Administrative Officer (CAO) to correct any clerical errors, or, if approved by the City Attorney, any technical errors in the above Ordinances.

Fiscal Impact Statement: The CAO reports that there are no costs associated with the technical changes reflected in the attached ordinances.

Community Impact Statement: None submitted.

Summary:

On February 2, 2022, your Committee considered a January 24, 2022 CAO and January 13, 2022 City Attorney reports and Ordinance relative to amending the Los Angeles Administrative Code (LAAC) in regard to vacation for part-time employees. According to the CAO, it has been in the process of updating several vacation-related provisions in the LAAC toward the goal of providing clarifying and updated language to ensure accurate and consistent application of the current provisions. Staff in the Controller's Office and the Police Department were instrumental in assisting in that process. The four Ordinances reflect the outcome of those concerted efforts, and provide needed updates

to LAAC Sections 4.244, 4.245, 4.246, and 4.252. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the CAO report. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Animal Welfare Committee

<b>COUNCILMEMBER</b>	<b>VOTE</b>
KORETZ:	YES
HARRIS-DAWSON:	YES
BONIN:	ABSENT

ARL  
2/2/22

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**