

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT and ORDINANCE FIRST CONSIDERATION relative to amending Schedule A of Section 4.61 of the Los Angeles Administrative Code (LAAC) to include and provide salaries for the new, non-represented classifications of Computer Support Assistant (Class Code 1451) and Network Support Assistant (Class Code 1453).

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

1. PRESENT and ADOPT the accompanying ORDINANCE dated April 26, 2022, approved as to form and legality by the City Attorney, amending Schedule "A" of LAAC Section 4.61 to establish salaries for the newly created, non-represented classifications of Computer Support Assistant (Class Code 1451) and Network Support Assistant (Class Code 1453).
2. AUTHORIZE the City Administrative Officer (CAO) to amend the appropriate Memorandum of Understanding so as to reflect the salaries approved by ordinance if any of the new classes are accreted into a bargaining unit.
3. AUTHORIZE the CAO and Controller to correct any clerical errors in or make any technical corrections to the accompanying Ordinance.

Fiscal Impact Statement: The CAO reports that the positions are anticipated to be civil-service exempted in accordance with Charter Section 1001(d)(3) and will be hired on an as-needed, part-time basis. Impact to the General Fund is expected to be *de minimis*.

Community Impact Statement: None submitted.

Summary:

On June 15, 2022, your Committee considered May 5, 2022 CAO and April 27, 2022 City Attorney reports and Ordinance relative to amending Schedule A of LAAC Section 4.61 to include and provide salaries for the new, non-represented classifications of Computer Support Assistant (Class Code 1451) and Network Support Assistant (Class Code 1453). According to the CAO, on March 12, 2020, the Board of Civil Service Commissioners approved the creation of the new classifications of the Computer Support Assistant and Network Support Assistant in response to a request from the Mayor and the Information Technology Agency. These new classes are designed for currently enrolled college students engaged in computer/technology-related studies to provide general computer and technical support to the City on a half-time basis or less. Employment in these classes will introduce students to City employment and provide real-world work experience with the goal of preparing students for full-time employment in computer and/or network systems-related classifications, such as Computer Operator, Systems Analyst, and Applications Programmer, within the City.

On April 21, 2022, the Executive Employee Relations Committee approved the recommendations by the CAO to establish the salaries for the newly created classifications of Computer Support Assistant (Class Code 1451) at Salary Range 1390(7) (\$37,041 - \$43,597) and Network Support Assistant (Class Code 1453) at Salary Range 1390(7) (\$37,041 - \$43,597). The CAO's recommendation was based on aligning the new salaries with the salary for the Student Professional Worker classification, which is similar in nature. Accordingly, the ordinance submitted herein adds the two new classes to the City's class listing in Schedule "A" of LAAC Section 4.61 at the recommended salaries. 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

COUNCILMEMBER VOTE

KORETZ: YES

HARRIS-DAWSON: YES

BONIN: ABSENT

ARL

6/15/22

-NOT OFFICIAL UNTIL COUNCIL ACTS-