

PERSONNEL, AUDITS, AND HIRING COMMITTEE REPORT relative to the exemption of one Assistant Chief Grants Administrator (Class Code 1577) position for the Los Angeles Housing Department (LAHD) from the Civil Service pursuant to Charter Section 1001 (d)(4).

Recommendation for Council action:

APPROVE the exemption of one Assistant Chief Grants Administrator (Class Code 1577) position for the LAHD from the Civil Service pursuant to Charter Section 1001 (d)(4).

Fiscal Impact Statement: None submitted by the LAHD. Neither the City Administrative Officer (CAO) nor the Chief Legislative Analyst (CLA) has completed a financial analysis of this report.

Community Impact Statement: None submitted.

Summary:

On October 3, 2023, your Committee considered a September 18, 2023 LAHD report relative to the exemption of one Assistant Chief Grants Administrator (Class Code 1577) position for the LAHD from the Civil Service pursuant to Charter Section 1001 (d)(4). According to the LAHD, on September 14, 2023, the Board of Civil Service Commissioners approved the civil service exemption for an Assistant Chief Grants Administrator position. This position will direct the work of professional and administrative personnel engaged in providing various LAHD divisions and program staff assistance with Federal and State grant applications, program budget development, and monitoring of expenditures and/or reimbursement of grant funds, regulatory compliance and audit resolution.

The position incumbent will also serve as a liaison to the Community Investment for Families Department (CIFD) for any requests related to the Federal Consolidated Plan funds. They will coordinate with LAHD management, staff, and other agencies on grants management and policy issues, including the local Housing and Urban Development office, Housing and Community Development, Mayor and Council offices, CAO, CLA, and CIFD. They will be directing work relating primarily to the public services/community services supported by the Consolidated Plan including fiscal and programmatic implementation of the HOPWA program and coordination of required services prescribed in the LAHSA contracts as approved by the City Council and Mayor.

Accordingly, the LAHD is requesting for exemption under Charter Section 1001(d)(4), and not under Charter Section 1001(b) – thus this exemption approval will have no impact on the 150 position limit associated with exemptions under Charter Section 1001(b), as well as having no impact on the City's General Fund. After consideration and having

provided an opportunity for public comment, the Committee moved to recommend approval of the exemption. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Hiring Committee

| COUNCILMEMBER | VOTE |
|----------------------|-------------|
| McOSKER: | YES |
| PADILLA: | YES |
| SOTO-MARTINEZ: | YES |

ARL

10/3/23

-NOT OFFICIAL UNTIL COUNCIL ACTS-