



ERIC GARCETTI
MAYOR

MEMORANDUM

To: The Honorable Members of the City Council
c/o City Clerk

From: Eric Garcetti, Mayor EG

Subject: Exemption of (1) Deputy Superintendent of Building for the Department of Building and Safety

Date: February 5, 2018

The Department of Building and Safety has requested the exemption of one (1) position of Deputy Superintendent of Building, Class Code 9201, in accordance with Charter Section 1001 (b), from civil service as management, professional, scientific, or expert services exemptions. The Charter allows for a maximum of 200 exempt positions under Section 1001(b) and Section 1001(b)(4).

The Deputy Superintendent of Building position was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection." The previous Deputy Superintendent of Building incumbent vacated the position on November 11, 2017.

Charter Section 1001(b) allows up to 150 persons to be exempt, with an additional 50 added by the City Council pursuant to Charter Section 1001(b)(4). Currently, there are 157 approved exemptions, with no other pending requests. Approval of this request will increase the count.

This Deputy Superintendent of Building position is the Chief of the LADBS' Technical Services Bureau and is responsible for managing a bureau consisting of approximately 65 professional and clerical employees. The Deputy Superintendent of Building plans, directs and coordinates the technology related operations for the Department, including supporting more than ten major/moderate enterprise wide applications, over 3,600 devices for approximately 1,000 employees, online services, website with over 1 million

hits annually; and works with IT professionals and policy makers in other City, State, and Federal agencies to exchange ideas on best practices related to employing technological solutions, including system security, mobile technology, financial systems, construction related technology

The Deputy Superintendent of Building position requires a minimum of two years of fulltime paid, progressively responsible management experience at the level of Assistant Deputy Superintendent of Building with the City of Los Angeles or other governmental agency involved in code enforcement, inspection, building permit and/or plan check. Experience must include managing a large, occupationally diverse staff in the planning, design, and implementation of work programs, budgets, financial strategies, policies, and procedures. The position requires a thorough working knowledge of the principles, methods and techniques required for the effective administration of a full-service inspection and enforcement program, including: the ability to optimize the utilization of personnel and other resources in accomplishing department goals; the ability to identify and analyze potential problems and develop innovative and practical solutions; and the ability to establish and maintain effective working relationships with a variety of elected officials, City departments, offices, bureaus and Council offices, and outside agencies, organizations and the public.

The exemption of this position will allow LADBS the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Deputy Superintendent of Building.

Based on my review of the Department of Building and Safety's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of one Deputy Superintendent of Building and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1).

EG:rc

cc: Frank Bush, Superintendent of Building, Department of Building and Safety
Ana Guerrero, Chief of Staff, Office of the Mayor
Mandy Morales, Office of the Mayor
Rich Llewellyn, Interim City Administrative Officer
Wendy Macy, General Manager, Personnel Department