

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the exemption of one Senior Project Coordinator (Class Code 1538) position for the Emergency Management Department (EMD) from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the exemption of one Senior Project Coordinator (Class Code 1538) for the EMD from the Civil Service provisions of the City Charter pursuant to Charter Section 1001(b).

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

Community Impact Statement: None submitted.

TIME LIMIT FILE - AUGUST 21, 2019

(LAST DAY FOR COUNCIL ACTION - AUGUST 21, 2019)

Summary:

On August 7, 2019, your Committee considered a July 30, 2019 Communication from the Mayor relative to the exemption of one Senior Project Coordinator (Class Code 1538) position for the EMD from the Civil Service provisions of the City Charter pursuant to Charter Section 1001(b). According to the Mayor, previously the EMD had been granted exemptions for Senior Project Coordinator positions under Charter Section 1001(d)(4) for grant-funded positions; however, according to EMD staff, grant funding for this position is no longer available. Charter Section 1001(b) allows up to 150 persons to be exempt, of which 145 are approved. Approval of this request will increase the count. As of July 30, 2019, this request will be in the 146th position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 12 are filled. The Senior Project Coordinator will serve as the Grants Administrator and will be assigned to the Administration and Finance Division. The position will be responsible for coordinating and overseeing the Department's grant application and management processes across the pre-award, award and post-award phases of the grant lifecycle; monitoring and ensuring compliance with budget, regulations and reporting requirements as outlined by the grantor; and identifying sources of new grants. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemption for the EMD as detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



MEMBER

KORETZ: YES

SMITH: YES

PRICE: YES

ARL

8/7/19

-NOT OFFICIAL UNTIL COUNCIL ACTS-