

PERSONNEL, AUDITS, AND ANIMAL WELFARE COMMITTEE REPORT relative to the re-exemption of one Assistant General Manager (Class Code 1745) position for the Personnel Department from the City Civil Service pursuant to Charter Section 1001(b).

Recommendation for Council action:

APPROVE the re-exemption of one Assistant General Manager (Class Code 1745) for the Personnel Department pursuant to Charter Section 1001(b).

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

Community Impact Statement: None submitted.

Summary:

On May 19, 2021, your Committee considered a May 10, 2021 communication from the Mayor relative to the re-exemption of one Assistant General Manager (Class Code 1745) for the Personnel Department pursuant to Charter Section 1001(b). According to the Mayor, this Assistant General Manager position was previously approved for exemption under 1001(b) by Council and was subsequently filled. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless reauthorized in accordance with this subsection." 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 May 10, 2021, this request will be in the 147th 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 seven are filled. The Assistant General Manager position will report directly to the General Manager of the Personnel Department and assist in overseeing the planning, implementation, monitoring, evaluation, and overall administration of multiple functional areas and projects within the Personnel Department including, but not limited to:

- Client Services- Providing human resources support for 24 City departments which are separated into three distinct personnel services divisions. Functions will include coordinating and preparing discipline cases, resolving staffing issues, advising and responding to case law and proposed legislation affecting civil service employment.
- Human Resources and Payroll (HRP) Project- In collaboration with the Office of the Controller, the Information Technology Agency, and the City Administrative Officer, the Personnel Department is leading the effort to replace the City's existing, 20-year old customized payroll system with a modern human resources and payroll solution with enhanced functionality.

- City Representative- The Assistant General Manager will represent the City as a human resources expert, in consultation and coordination with the General Manager, and with local and national organizations; and heighten the City's profile with local and national organizations through research and presentation of results at annual conferences.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the exemption as described in the May 10, 2021 communication from the Mayor and detailed in the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Animal Welfare Committee

COUNCILMEMBER VOTE

KORETZ: YES
HARRIS-DAWSON: ABSENT
BONIN: YES

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5/19/21

-NOT OFFICIAL UNTIL COUNCIL ACTS-