



REPORT OF GENERAL MANAGER

NO. 16-003

DATE January 06, 2016

C.D. All

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: AMENDMENT TO PERSONNEL RESOLUTION NO. 10430 – SECTION 1E (SUBSTITUTE POSITIONS)

R. Barajas
*H. Fujita
V. Israel

K. Regan _____
N. Williams _____

General Manager

Approved

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board amend Personnel Resolution No. 10430 effective immediately as follows:

Section 1E – Substitute Positions:

ADD

<u>No.</u>	<u>Code</u>	<u>Classification & Location</u>
1	9167-1	Senior Personnel Analyst I - Human Resources

SUMMARY:

The Department of Recreation and Parks (RAP) employs about 6,400 individuals on a part-time basis. This workforce represents nearly 57% of the roughly 11,300 part-timers currently employed by the entire City of Los Angeles.

While all of RAP’s part-time employees are employed on an “at will” basis, about 1,700 of them were eligible for “termination review” – a process by which an eligible part-time employee could have his/her termination reviewed by the Personnel Director and General Manager – pursuant to contracts that expired last fiscal year.

Successor contracts between six (6) employee organizations that comprise the Coalition of Los Angeles City Unions and the City of Los Angeles were recently approved by the City Council (see Council File No. 15-1423). A settlement agreement, which has multiple Letters of Agreement (LOAs), is attached to these successor contracts. One of the LOAs concerns part-time employment,

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and that LOA will provide about 3,200 part-time employees in RAP with an appeal procedure that is more demanding than the termination review process that previously existed.

RAP's Human Resources Division (HR) lacks the staff to administer this new disciplinary appeal procedure adequately, timely, and effectively. As a result, management will be requesting that at least one (1) Senior Personnel Analyst I position be established in RAP's budget in the future. Staff recommends that a Senior Personnel Analyst position be established in substitute authority since the LOA will impact HR's workload well before any regular authority position(s) can be established.

This report has been reviewed by staff of the Office of the City Administrative Officer.

FISCAL IMPACT STATEMENT:

Currently, the top annual salary for a Senior Personnel Analyst I, Code 9167-1, is \$116,280.72.

Establishing this position in substitute authority will not have a fiscal impact on RAP as the salary for the position will be funded from salary savings generated by holding regular authority positions vacant.

Prepared by Harold T. Fujita, Director, Human Resources Division.