

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 23, 2023

To: The City Council

From: Matthew W. Szabo, City Administrative Officer



Subject: **2023 MEMORANDUM OF UNDERSTANDING (MOU) FOR SERVICE AND CRAFTS BARGAINING UNIT (MOU 14) — MOU AMENDMENT NO. 1**

RECOMMENDATION

The City Administrative Officer (CAO) recommends the following actions by the City Council:

1. Approve the attached Amendment No. 1 to MOU 14 which adds the classifications of Equipment Mechanic Trainee, Code 3701, and Equipment Mechanic Assistant, Code 3702, to the MOU; and,
2. Authorize the Controller and the CAO to correct any clerical errors in the MOU, or make necessary technical corrections subsequent to City Council approval.

SUMMARY

The General Services Department (GSD) proposed the creation of the Equipment Mechanic Apprenticeship Program (Program) to address recruitment and retention issues in the Equipment Mechanic classification. The Program is designed to reduce barriers to civil service employment by providing a facilitated pathway to a City career for members of under-served communities. Current City employees in the classification of Garage Attendant will be recruited to enter the Program in the Equipment Mechanic Trainee (Trainee) and Equipment Mechanic Assistant (Assistant) classifications. The proposed salaries for Trainee and Assistant are equal to the salaries for the Garage Attendant and Equipment Mechanic classifications, respectively.

The Trainee classification will work for GSD through a temporary on-the-job training period under Civil Service Commission Rule 5.30 for a maximum duration of 36 months. During the training period, employees will have an opportunity to develop the skills, knowledge, and abilities of an Equipment Mechanic. Upon successful completion of training period, a Trainee will be appointed to an Assistant position to serve a six-month probationary period. Upon successful completion of the six-month probationary period, an Assistant will transition into the civil service classification of Equipment Mechanic through a Charter Section 1014 transfer.

During April of 2023, the Employee Relations Board signed the Decision and Order Amending Certification to approve the accretion of the Equipment Mechanic Trainee (Class Code 3701) and the Equipment Mechanic Assistant (Class Code 3702) classifications into the Service and Craft Unit (Memorandum of Understanding 14), represented by Service Employees International Union, Local 721.

At the direction of the Executive Employee Relations Committee (EERC), the Office of the CAO set the salary for these two classifications through this Amendment to MOU 14. The salaries are displayed in the table below:

Salaries for Equipment Mechanic Trainee and Assistant			
Classification	Class Code	Salary Type	Annual Salary
Equipment Mechanic Trainee	3701	Salary Range: 2031	\$43,576.56 – \$63,725.76
Equipment Mechanic Assistant	3702	Flat-Rate	\$89,136.72

FISCAL IMPACT

The General Fund will not be impacted in FY2022-23. GSD will hire employees into the new classifications using existing vacant civil service position authorities.

MWS:MCB:PAG:SAO:0723133

Attachment

AMENDMENT NO. 1

**MEMORANDUM OF UNDERSTANDING
SERVICE AND CRAFTS REPRESENTATION UNIT (MOU NO. 14)**

**AMENDMENT NO. 1 to Memorandum of Understanding No. 14
made and entered into this 23rd day of May 2023**

BY AND BETWEEN

THE CITY OF LOS ANGELES

AND

THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721

January 1, 2023 – December 31, 2023

**MOU AMENDMENT NO. 1
SERVICE AND CRAFTS BARGAINING UNIT (MOU 14)**

The Service Employees International Union, Local 721 and the City of Los Angeles have reached agreement on the following MOU amendment.

The accretions of the Equipment Mechanic Trainee (class code 3701) and the Equipment Mechanic Assistant (class code 3702) into the Service and Crafts Bargaining Unit (MOU 14) were approved and finalized by the Employee Relations Board. The following amendment shall be made to MOU 14, Salary Appendix A to add the following classifications and salaries, effective April 24, 2023:

Appendix A (Operative January 1, 2023)

Class Code	Title	Range	Starting Step	Salary Rate
3701-0	Equipment Mechanic Trainee*	2031	2	\$43,576--\$63,725
3702-0	Equipment Mechanic Assistant*			\$3,415.20/BW

**Class accreted on April 24, 2023*

Except for the Appendix specifically amended herein, all other Appendices, Articles and/or provisions of the 2023 MOU No. 14 shall remain in full force and effect during the term of the MOU.

**MOU AMENDMENT NO. 1
SERVICE AND CRAFT BARGAINING UNIT (MOU 14)**

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Memorandum of Understanding the day, month, and year first written above.

FOR THE UNION:



David Sanders
Regional Director, SEIU Local 721

5/10/23

Date

FOR THE CITY:

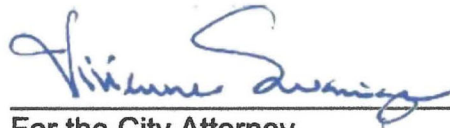


Matthew W. Szabo
City Administrative Officer

5/23/2023

Date

Approved as to Form and Legality:



For the City Attorney

May 12, 2023

Date