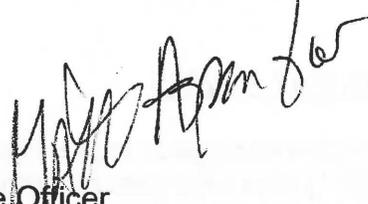


**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

Date: May 7, 2015

To: Ron Galprin, City Controller  
Attn: Robert McNeal, Payroll Administrator



From: Miguel A. Santana, City Administrative Officer

Subject: **TECHNICAL CORRECTION – MOU 28**

In the course of preparing a successor Memorandum Of Understanding for the Municipal Police Officer representation unit (MOU 28), two operative dates in article 6.1 (Salaries and POST) were incorrectly identified on pages 52 and 53. The date "May 19, 2015" should have been identified as "May 17, 2015". The Engineers and Architects Association and Management are in agreement that these dates were incorrectly identified. Attachments of the incorrect and correct versions are attached to this memo.

Because this error was inadvertent, this Office considers a correction of this error to be a technical correction only, which is permissible under the Council's action in adopting the MOU.

Please contact Paul Girard at (213) 978-7638 or at [paul.girard@lacity.org](mailto:paul.girard@lacity.org)

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*Attachments*

**DELETE from Article 6.1 SALARIES AND POST**

**ARTICLE 6.1 SALARIES AND POST**

Salaries for bargaining unit members are set forth and specified in Appendices A and B of this MOU.

**EFFECTIVE MAY 19, 2015**

- A. All active employees in the classification of Municipal Police Officer (class code 3183 or 3183-1) who have passed probation shall be reclassified from their current classification into the classification and pay grade Municipal Police Officer III (class code 3183-3).
- B. All Municipal Police Officers attending the police training academy shall be reclassified into the classification and pay grade Municipal Police Officer I (class code 3183-1).
- C. All newly hired Municipal Police Officers who enter the police training academy shall be hired into the classification and pay grade Municipal Police Officer I (class code 3183-1).
- D. A Municipal Police Officer who graduates from the police training academy and passes probation shall automatically upon passing probation promote to the 3183-2 pay grade.
- E. All Municipal Police Officers working in a field probationary position shall be reclassified into the classification and pay grade Municipal Police Officer II (class code 3183-2).

In accordance with the implementation of a 15-step salary structure, notwithstanding LAAC Section 4.62.2, a bonafide supervisory employee in a class which has its compensation fixed by salary schedule or range number, shall be paid at a rate at least one premium pay level (approximately 2.75%) higher than the rate of the highest paid subordinate under his or her charge whose compensation is fixed by salary schedule number, or (2) at the appropriate step of the range with a first step rate equivalent to one premium pay level (approximately 2.75%) above the first step rate of the subordinate class. For the purposes of this section, "bona fide supervisory employee" means a full-time, regularly assigned supervisor with full administrative and technical authority to assign, review and approve work of his subordinates. The rates to be compared in determining the supervision differential shall be the maximum salary rates of the schedules or ranges prescribed for the authorized and allocated classes of the bona fide supervisor and the subordinate, excluding any premiums, bonuses, or working condition differentials. The City Administrative Officer shall investigate all such employment situations and shall notify the City Controller whenever a supervision differential shall be administered.

In accordance with the implementation of a 15-step salary structure, notwithstanding LAAC Section 4.91(a)(1), whenever an employee is assigned or appointed from a position to another position, the following step placement procedures shall apply: if the top step rate of the salary range for the new position is higher than the top step rate of the salary range for the former position, the employee shall be placed on the lowest step within the salary range for the new position which provides at least a 2.75% increase over the rate received in the former position. Any regularly assigned bonus or premium compensation amounts shall be included in calculating the step rate for the former position and added to the new salary after determining the appropriate salary step rate for the new position.

## **POST CERTIFICATE BONUS**

### **EFFECTIVE JULY 1, 2014**

- A. A bargaining unit member who holds or has successfully completed the requirement for a Basic POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to three percent of regular pay. Additional compensation for holding a Basic POST Certificate is a pension-based, add to rate bonus.
- B. A bargaining unit member who holds or has successfully completed the requirement for an Intermediate POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to one percent of regular pay. Additional compensation for holding an Intermediate POST Certificate is a pension-based, add to rate bonus.
- C. A bargaining unit member who holds or has successfully completed the requirement for an Advanced POST Certificate and has presented this certificate to Department management, shall receive an additional bonus of two percent of regular pay. Additional compensation for holding an Advanced POST Certificate is a pension-based, add to rate bonus.
- D. The date of issuance on said Certificate shall be the operative date for the award of the bonus for payroll purposes, except when new employees possess a POST Certificate upon employment, then the date for the award of the bonus shall be the date of employment.

### **EFFECTIVE MAY 19, 2015**

- A. A bargaining unit member who holds or has successfully completed the requirement for an Intermediate POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to one percent of regular pay. Additional compensation for holding an Intermediate POST Certificate is a pension-based, add to rate bonus.
- B. A bargaining unit member who holds or has successfully completed the requirement for an Advanced POST Certificate and has presented this certificate to Department management, shall receive an additional bonus of two percent of regular pay. Additional compensation for holding an Advanced POST Certificate is a pension-based, add to rate bonus.
- C. The date of issuance on said Certificate shall be the operative date for the award of the bonus for payroll purposes, except when new employees possess a POST Certificate upon employment, then the date for the award of the bonus shall be the date of employment.

## **ADD to Article 6.1 SALARIES AND POST**

### **ARTICLE 6.1 SALARIES AND POST**

Salaries for bargaining unit members are set forth and specified in Appendices A and B of this MOU.

#### **EFFECTIVE MAY 17, 2015**

- F. All active employees in the classification of Municipal Police Officer (class code 3183 or 3183-1) who have passed probation shall be reclassified from their current classification into the classification and pay grade Municipal Police Officer III (class code 3183-3).
- G. All Municipal Police Officers attending the police training academy shall be reclassified into the classification and pay grade Municipal Police Officer I (class code 3183-1).
- H. All newly hired Municipal Police Officers who enter the police training academy shall be hired into the classification and pay grade Municipal Police Officer I (class code 3183-1).
- I. A Municipal Police Officer who graduates from the police training academy and passes probation shall automatically upon passing probation promote to the 3183-2 pay grade.
- J. All Municipal Police Officers working in a field probationary position shall be reclassified into the classification and pay grade Municipal Police Officer II (class code 3183-2).

In accordance with the implementation of a 15-step salary structure, notwithstanding LAAC Section 4.62.2, a bonafide supervisory employee in a class which has its compensation fixed by salary schedule or range number, shall be paid at a rate at least one premium pay level (approximately 2.75%) higher than the rate of the highest paid subordinate under his or her charge whose compensation is fixed by salary schedule number, or (2) at the appropriate step of the range with a first step rate equivalent to one premium pay level (approximately 2.75%) above the first step rate of the subordinate class. For the purposes of this section, "bona fide supervisory employee" means a full-time, regularly assigned supervisor with full administrative and technical authority to assign, review and approve work of his subordinates. The rates to be compared in determining the supervision differential shall be the maximum salary rates of the schedules or ranges prescribed for the authorized and allocated classes of the bona fide supervisor and the subordinate, excluding any premiums, bonuses, or working condition differentials. The City Administrative Officer shall investigate all such employment situations and shall notify the City Controller whenever a supervision differential shall be administered.

In accordance with the implementation of a 15-step salary structure, notwithstanding LAAC Section 4.91(a)(1), whenever an employee is assigned or appointed from a position to another position, the following step placement procedures shall apply: if the top step rate of the salary range for the new position is higher than the top step rate of the salary range for the former position, the employee shall be placed on the lowest step within the salary range for the new position which provides at least a 2.75% increase over the rate received in the former position. Any regularly assigned bonus or premium compensation amounts shall be included in calculating the step rate for the former position and added to the new salary after determining the appropriate salary step rate for the new position.

## **POST CERTIFICATE BONUS**

### **EFFECTIVE JULY 1, 2014**

- E. A bargaining unit member who holds or has successfully completed the requirement for a Basic POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to three percent of regular pay. Additional compensation for holding a Basic POST Certificate is a pension-based, add to rate bonus.
- F. A bargaining unit member who holds or has successfully completed the requirement for an Intermediate POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to one percent of regular pay. Additional compensation for holding an Intermediate POST Certificate is a pension-based, add to rate bonus.
- G. A bargaining unit member who holds or has successfully completed the requirement for an Advanced POST Certificate and has presented this certificate to Department management, shall receive an additional bonus of two percent of regular pay. Additional compensation for holding an Advanced POST Certificate is a pension-based, add to rate bonus.
- H. The date of issuance on said Certificate shall be the operative date for the award of the bonus for payroll purposes, except when new employees possess a POST Certificate upon employment, then the date for the award of the bonus shall be the date of employment.

### **EFFECTIVE MAY 17, 2015**

- D. A bargaining unit member who holds or has successfully completed the requirement for an Intermediate POST Certificate and has presented this certificate to Department management, shall receive a bonus equal to one percent of regular pay. Additional compensation for holding an Intermediate POST Certificate is a pension-based, add to rate bonus.
- E. A bargaining unit member who holds or has successfully completed the requirement for an Advanced POST Certificate and has presented this certificate to Department management, shall receive an additional bonus of two percent of regular pay. Additional compensation for holding an Advanced POST Certificate is a pension-based, add to rate bonus.
- F. The date of issuance on said Certificate shall be the operative date for the award of the bonus for payroll purposes, except when new employees possess a POST Certificate upon employment, then the date for the award of the bonus shall be the date of employment.