

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: October 13, 2020

To: Ron Galperin, Controller
Attn: Crista Binder, Chief Deputy Controller

From: Richard H. Llewellyn, Jr., City Administrative Officer



Subject: **TECHNICAL CORRECTIONS FOR THE 2019-2022 MEMORANDUM OF UNDERSTANDING FOR THE SENIOR ADMINISTRATIVE ANALYSTS AND ADMINISTRATIVE ANALYSTS (MOU 61) (C.F. NO. 19-1166)**

The 2019-2022 Memorandum of Understanding (MOU) between the City of Los Angeles and the Fiscal and Policy Professionals Association (FPPA), for the Senior Administrative Analysts and Administrative Analysts Unit (MOU 61) contains the following technical errors that require correction:

1. Article 7.4, Family Illness, subsection A, shall be corrected by replacing twelve (12) days of annual family illness sick leave with fifteen (15) days. The new language should reflect the bold underlined information as shown below:

ARTICLE 7.4 FAMILY ILLNESS

- A. Any employee who is absent from work by reason of the illness or injury of a member of his/her immediate family, and who has accrued unused sick leave, shall, upon the approval of the appointing authority be allowed leave of absence with pay for a maximum of **15** working days in any one calendar year. Effective January 1, 2020, employees who have exhausted all their 100% sick time, may use their 75% sick time. The appointing authority may require that the employee furnish a doctor's certificate or other suitable proof showing the nature and extent of the injury or illness to justify such absence.

All other provisions of Article 7.4, Family Illness, remain unchanged.

2. Article 7.8, Family and Medical Leave, subsection F.2.a, shall be corrected by replacing twelve (12) days of annual family illness sick leave with fifteen (15) days. The new language should reflect the bold underlined information as shown below:

ARTICLE 7.8 FAMILY AND MEDICAL LEAVE

F. Applicable Time Off

2. Childbirth (Father or Domestic Partner), Adoption, Foster Care or Family Illness
 - a. Annual family illness sick leave up to **fifteen (15)** days may be used at the employee's discretion. Such leave may be taken before or after the vacation described in b. below.

All other provisions of Article 7.8, Family and Medical Leave, remain unchanged.

If you have any questions, please contact Stephanie Ozawa at (213) 978-7640 or stephanie.ozawa@lacity.org.

RJH:DHB:SAO:0721036

- c: Rosemary Go, Controller's Office
Daniel Quach, Controller's Office
Stephanie Brassea, Controller's Office
Vivienne Swanigan, Office of the City Attorney
Claudia Aguilar, FPPA