

**CHIEF ADMINISTRATIVE OFFICER  
COUNTY OF LOS ANGELES**

713 HALL OF ADMINISTRATION / LOS ANOLES, CALIFORNIA 90012

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November 22, 1966

Honorable Board of Supervisors  
County of Los Angeles

Gentlemen:

**SUBJECT:           RECOMMENDED BOARD ACTION ON COUNTY  
                          COMPENSATION POLICIES AND PRACTICES  
                          REPORT**

On September 20, 1966, your Board considered the report of the Economy and Efficiency Committee on County Compensation Policies and Practices, and then held the matter over until November 22. Subsequently, at the request of the Secretary and Chief Examiner of the Civil Service Commission, it was held over one additional week.

You will recall that the Economy and Efficiency Committee report contained seven specific recommendations. A copy of the report is attached. The Secretary and Chief Examiner, the Chief Administrative Officer, and the Economy and Efficiency Committee have discussed the recommendations and jointly recommend the following action to your Board.

Committee Recommendations 1 and 2

“Employ an outside management consulting firm to develop and recommend more effective procedures for determination of pay scales for jobs existing primarily in government.”

“Set compensation for all craft jobs on the basis of a survey covering comparable jobs with similar working conditions.”

Recommended Action: Hold until the Charter Amendment becomes effective, at which time refer the recommendations to the Director of Personnel for his consideration. We believe strongly that the County salary setting procedures and classification system needs a thorough review, but the new personnel organization should be well established and operating smoothly before such a survey can be conducted effectively.

Committee Recommendation 3

"Authorize a study by a management consulting firm of County executive compensation to be completed by April 1, 1967, the study to be conducted under the supervision of the Economy and Efficiency Committee."

Recommended Action: Approve, subject to the Economy and Efficiency Committee's presenting a specific recommendation as to a firm and a fee for the study.

Committee Recommendations 4, 5, and 6

"Conduct separate surveys of employee benefit programs in the community. In making adjustments to the County's benefit program, consider the entire package of benefits in comparison to area practice."

"Instruct the County representatives on the Joint Salary Survey to propose to the other agencies the seven changes in survey procedure listed in the body of this report and urge their adoption."

"Instruct the County personnel staff to compute and compare community and County averages in order to limit payment of more than the average rate in the community only to those jobs where circumstances clearly require it."

Recommended Action: Approve and instruct the County's representative to follow these procedures in next year's salary study.

Committee Recommendation 7

"Appoint a special committee of qualified individuals at least every five years to make an overall appraisal and audit of County compensation policies and practices."

Recommended Action: Approve and request the Clerk of the Board to notify the members of the Board of Supervisors in December, 1970, of the desirability of appointing a special committee to make an overall appraisal and audit of County compensation policies and practices.

Very truly yours,

L. S. HOLLINGER  
Chief Administrative Officer

GORDON T. NESVIG  
Secretary and Chief Examiner  
Civil Service Commission

A. C. RUBEL, Chairman  
Citizens Advisory Committee on  
Economy and Efficiency