



Employee Relations Group

213-486-7600

What Does ERG Do?

- Grievances
- Administrative Transfers & Downgrades
- Administrative Appeals (Downgrades)
- Employee Development Training
- MOU Issues
- Temporary Higher Pay (THP)

What Does ERG NOT Do?

- Workplace Conflicts (Ombuds)
- Mediation (Ombuds)
- Work Permits (Personnel Group)
- Bilingual Pay (Personnel Div.)
- Screen Downs/Packages Reviews (Personnel Div.)
- Regular Transfers/Promotions (Personnel Div.)
- Sick Time/Medical Leaves/IOD Issues (Personnel Div., Medical Liaison)
- Retaliation Complaints (PSB)
- Terminations - Tenured & Probationary (PSB)

Employee Development

- Supervisors Engage & Feedback
- Encourage Effective Performance
 - Affirm or Adjust
- Proper use of Performance Documents
 - Commendations
 - Comment Cards
 - NTCDs
 - SBA Narrative

Downgrades & Admin Transfers

- Deselection from Advanced Paygrade and/or Bonus Positions (aka – Downgrade)
 - Employee request
 - End of limited tour
 - Position eliminated
 - Performance based (merit)

Downgrades & Admin Transfers

- Deselection from Advanced Paygrade and/or Bonus Positions (aka - Downgrade)
 - Employee request
 - End of limited tour
 - Position eliminated
- **PERFORMANCE BASED (MERIT)**

Downgrades & Admin Transfers

- Downgrades for Performance
(may involve misconduct)
- 2 sets of rules to follow:
 - Appointed prior to Oct 30, 2009
 - Appointed on/after Oct 30, 2009

ESSENTIAL TO FOLLOW THESE RULES!

Downgrades & Admin Transfers

- Administrative Transfers
 - Deselection from paygrade/bonus
 - Employee request (hardship)
 - Medical/Duty restrictions
 - Demotion
- “Best interests of the Dept.” (e.g., conflict in command)

ALWAYS CONSULT WITH ERG PRIOR TO 15.2

Grievances

A dispute over
interpretation of an MOU,
Dept. rules, personnel
practices, or working
conditions

Grievances

What is not Greivable – SWORN:

- An impasse in meeting and conferring.
- Transfers, assignments, promotions, promotional examinations, probationary employee terminations, and **Employee Comment Sheets (comment cards)**.
- Any other matter involving discipline.
- A determination of the fitness of an employee to carry a concealable firearm on or off duty.
- A determination of the appropriate salary step of probationary employees based on education and/or prior law enforcement experience.
- Denial of the use of compensatory time off.

LABOR CODE 233

- First 50% of sick leave is protected
- Resets every calendar year
- Do not request a note from a medical provider for any use of SK, FI, or PM during this time
- Contact ERG prior to issuing a sick letter

Temporary Higher Pay

- Employee must be assigned to a vacant position for more than 28 days
- Can serve in a position only one rank above current rank
- If a DI is acting as a DII, the employee must have attended supervisor school
 - A DI cannot act as a DII PM Watch Detective
- Does not apply to bonus positions



employee relations group

ERG

Review ★ Research ★ Resolve

Los Angeles Police Department, 100 West First Street, 9th Floor, Los Angeles, CA 90012 Mail Stop: 400
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[ERG Home](#)

[Things We Handle](#)

[Frequently Asked Questions \(FAQ's\)](#)

[Reference Documents](#)

[Training Materials](#)

[SBA Information](#)

[Commanding Officers Help Page](#)

[Continuing Education Bonus \(Command Staff Officers\)](#)

[Contact Information](#)

[Court Of Examples](#)

[MOUs](#)

- [MOU#24 Lieutenants and Below](#)
- [MOU#25 - Captains and](#)

CRITICAL UPDATE - ERA NOTICE: RULES PERTAINING TO DOWNGRADES/DESELECTION FROM BONUS POSITIONS - CLICK TO READ

MISSION

The mission of ERG is to cultivate harmonious employee-employer relations through negotiations, leadership development, and the facilitation of reasonable solutions. Our work is done with a commitment to fairness, objectivity, and respect.

THINGS WE HANDLE

- [Grievances](#)
- [Administrative Appeals \(Non Disciplinary\)](#)
- [Arbitrations](#)
- [Administrative Transfers & Downgrades](#)
- [Employee Relations Training](#)
- [MOU issues](#)
- [MOU 24 - Approved Vendors \(PDF Listing\)](#)

Resources

- MOU's (Sworn - MOUs 24 & 25, plus 19 civilian MOUs)
- ERG Webpage
 - Notices, Orders, Exemplars
 - Command Officer Help Page

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