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EMAILED September 5, 2017

John L. Reamer, Jr.
Inspector of Public Works
Bureau of Contract Administration
for the City of Los Angeles
1149 S. Broadway, Suite 300
Los Angeles, CA 90015

Re: REQUEST THAT THE BUREAU OF CONTRACT ADMINISTRATION IMMEDIATELY CEASE AND DESIST IMPOSING A NEW REQUIREMENT ON EMPLOYEES WHO ARE IN CLASSIFICATIONS REPRESENTED BY MCIA AND WHO OPERATE A MOTOR VEHICLE (THEIR OWN OR A POOL VEHICLE) IN PERFORMING THEIR CITY DUTIES TO ENROLL IN THE DEPARTMENT OF MOTOR VEHICLES' (DMVS') PULL NOTICE PROGRAM AND "MEET AND CONFER" THEREON.

Dear Mr. Reamer:

On behalf of the Municipal Construction Inspectors Association ("MCIA") I request that the Bureau of Contract Administration (the "Bureau") immediately cease and desist from imposing a new requirement on employees in classifications represented by MCIA and who operate a motor vehicle (their own or a pool vehicle) in performing their City duties to enroll in the Department of Motor Vehicles' (DMVs') Pool Notice Program (the "Program") and "meet and confer" on this subject under the City's Employee Relations Ordinance, Section 4.830 a. (1).

MCIA learned of the Bureau imposing this new requirement on employees in classifications represented by it from our members rather than the Bureau itself. MCIA was advised by our members that Bureau's Supervisors have told them they will be subject to discipline if they fail to enroll in this Program.

The Bureau has made this new requirement a condition of the employees' employment by advising them they will be subject to discipline if they failed to enroll in this Program and, as such, falls within the scope of the requirement that the Bureau "meet and confer" on this subject. City's Employee Relations Ordinance, Section 4.830 a. (1).

Therefore, MCIA requests that the Bureau immediately cease and desist imposing this new requirement on employees in classifications represented by MCIA, including having your Supervisors stop collecting the "Authorization for Release of Driver Record

Information” form and have your Supervisors return each form to the individual employee who submitted it. Also, MCIA requests that the Bureau “meet and confer” on this subject. Please contact MCIA to schedule our first “meet and confer” session on this important subject.

Respectfully,

A handwritten signature in cursive script that reads "Blaine J. Meek". The signature is written in black ink and is positioned above the printed name.

Blaine J. Meek