
Economy & Efficiency Commission Meeting Minutes

MINUTES OF THE REGULAR MEETING ECONOMY AND EFFICIENCY COMMISSION

WEDNESDAY, NOVEMBER 3, 1993
KENNETH HAHN HALL OF ADMINISTRATION
500 West Temple St., Los Angeles, CA 90012

Editorial Note: Agenda sections may be taken out of order at the discretion of the chair. Any reordering of sections is reflected in the presentation of these minutes.

I. CALL TO ORDER

Chairperson Buerk called the meeting to order.

II. APPROVAL OF COMMISSIONER'S ABSENCES

COMMISSIONERS PRESENT:

Fred Balderrama
Richards Barger
Gunther Buerk
Judith Brennan
David Farrar
Louise Frankel
Dr. Alfred Freitag
Jonathan Fuhrman
Chun Lee
Carol Ojeda-Kimbrough
Roman Padilla
Robert Philiposian
Randy Stockwell
Betty Trotter

COMMISSIONERS EXCUSED:

Jack Drown
John FitzRandolph
Dr. Mike Gomez
Daniel Shapiro

COMMISSIONERS ABSENT:

John Grande

Chairperson Buerk announced that Commissioners Marshal Chaung and Efrem Zimbalist were resigning from the Commission.

III. CONSIDERATION OF MINUTES

OCTOBER 6, 1993 COMMISSION MEETINGS

Chairperson Buerk asked for any amendments or objections to the October 6th Minutes.

Resolved that: the Minutes of the October Commission meeting be approved.

Motion was seconded, voted and approved.

IV. OLD BUSINESS

DEPARTMENT OF HEALTH SERVICES STUDY STATUS

Commissioner Barger had not arrived at that point. Chairperson Buerk stated that Commissioner Barger had spoke to USC about participating in the DHS Audit. They could not offer an adequate level of support to carry out the work needed. It was suggested that a letter to the Board should be sent outlining the current situation.

Resolved that: the Commission send a letter stating that they have failed in obtaining free consulting services from local universities and that the commission will continue its efforts if the Board allocates funds for this project.

Motion was seconded and approved.

UNINCORPORATED AREAS BUDGETING TASK FORCE

Commissioner Padilla reported that the Task Force had met on October 27th. A draft outline of the report, prepared by Mr. Staniforth, was discussed.

Mr. Staniforth stated that he would try to develop a draft report by the beginning of December.

COUNTY BUDGET AND ECONOMIC GROWTH TASK FORCE

Commissioner Philibosian reported that the Task Force has not been active and he would not have the time to gather resources as was done for the last Task Force report. Unless some consultants could be hired, it was anticipated that little could be done in the near future.

Chairperson Buerk felt that the Task Force should decide which areas will be the focus of the next study before looking for resources to carry out the project.

Commission Philibosian stated that he would set up a meeting to discuss subject areas to be studied and resources needed to carry this out.

Commissioner Padilla presented a Request for Proposal from a San Gabriel Valley consortium of cities to make local government more business-friendly by addressing the attitude of employees interacting with business, the ease and timeliness of understanding and communicating city policies and procedures, the reasonableness of city fees, and the speed of processing permits. He asked that this be passed on to the Task Force.

LIABILITY AND RISK MANAGEMENT STUDY STATUS

Commissioner Lee reported that the Task Force has not met since the presentation to the Board.

Mr. Staniforth stated that he has begun to receive information of the implementation of the recommendations from County Counsel. The consultants have submitted a bill for additional work requested by the Commission. He felt that he was not authorized to approve this billing. Further discussion will be taking place on this issue.

Commissioner Fuhrman stated that the Commission made a motion to follow-up on the report's recommendations and was wondering if a more formal workplan should be developed.

Chairperson Buerk felt that the Task Force should meet regularly to review the implementations and direct questions to the departments where necessary.

Commissioner Philibosian felt that the Task Force should monitor the implementations and not to direct departments on how to carry out these implementations.

Commissioner Barger felt that the Commission should monitor some of the audits on legal services and lower the examination threshold from \$3 million in billings to \$1 million in billings.

PENSION FOLLOW-ON STATUS

Commissioner Freitag reported that Board has not taken any action on the Pension report.

Mr. Staniforth speculated that the Board was waiting to see the outcome of the elections before the report was brought forward.

Commissioner Frankel stated that this happened last year.

REAL PROPERTY MANAGEMENT

Commissioner Shapiro was absent. Commissioner Trotter, being present at the meeting with the CAO reported on its results. There is more support in the CAO's office for real property management. They are developing a master list of County holdings. Much of the Commission's recommendations in the 1991 report are being implemented.

Commissioner Philibosian asked if the Task Force had looked into leasing space.

Commissioner Stockwell stated that in the budget process, Departments didn't worry about County owned land because it was not a budget item. They did have to consider leases. The theory was that if you forced the Departments to pay rents on County buildings, it would force departments to consider the amount of space they were using and become more efficient.

Commissioner Philibosian suggested that the Task Force should look at the State model of centralizing and leasing of office space, and conduct a survey of space leased by the County and determine what it costs.

Mr. Staniforth stated that the CAO's Office is preparing a report and it was suggested that the Commission do something similar to Proposition A where the Commission comments on the CAO's report.

Commissioner Farrar stated that he was involved with downtown real estate and was placing two agencies in buildings where enormous discounts were received due to market conditions. The County has a window of opportunity to capitalize on this situation and realize great savings. The Task Force should examine this.

Chairperson Buerk asked if Commissioners Farrar and Stockwell would work with Commissioner Shapiro on this matter.

V. NEW BUSINESS

COMMISSION PROJECT PRIORITIES

Chairperson Buerk suggested that the Commission set some priorities for the coming months.

Commissioner Philibosian felt the Commission has just done that with the reinvention of current projects like Risk Management follow-up and Real Property Management.

Commissioner Brennan felt there should be a priority on follow-up and implementation of projects. She felt that Commissioner Fuhrman's concern on Risk Management follow-up and County Counsel should be folded into a larger project of monitoring past studies.

Commissioner Kimbrough felt that Commissioner Brennan's remark about monitoring studies is related to her motion on Commission procedures and the Brown Act. The Procedures should have specific

provisions for follow-up and monitoring.

Commissioner Philibosian stated that there is a lot of activity already and the Commission should be sensitive to the burden placed on staff before adding additional projects. Through the Commission and Executive Committee, priorities should be set. Commissioner Kimbrough would like to examine Procedures. The Commission has draft Procedures but they are not adopted. The Executive Committee should bring forth those Procedures to the Commission for adoption.

Chairperson Buerk stated that the Procedures should be examined again and implemented.

Commissioner Frankel asked that the Procedures should be reviewed to determine if more input is needed before the Commission adopts them.

Chairperson Buerk asked that any changes or additions to the Procedures be brought forward and the Executive Committee will review these changes and bring them to the Commission.

Commissioner Fuhrman asked if other Commission members could attend the Executive Committee meeting.

Chairperson Buerk stated that the Executive Committee has traditionally handled this in the past.

Commissioner Philibosian asked that the Procedures be sent to the County Counsel for review in light of recent legislation, which is what Commissioner Kimbrough has suggested.

Commissioner Trotter asked that the Executive Committee come back with their recommendations on the Procedures along with the recommendations that were not accepted, so the Commission is aware of the options that were put forward.

Commissioner Fuhrman asked that the Commission be notified of the date of the next Executive Committee Meeting.

Chairperson Buerk asked Commissioner Fuhrman if the follow-up work that was discussed for Risk Management addressed his concerns on County Counsel.

Commissioner Fuhrman stated that he would still like to conduct a broader review of County Counsel, but in light of the issues pending before the Commission, time has not been budgeted out for the different projects.

Chairperson Buerk stated that consultants can be hired for different projects but that requires a lot of staff involvement and time for each project. Follow-up also requires staff time and there is a significant work load on the staff.

Commissioner Philibosian stated that staff has been squeezed with the different projects without any financial reward for hard work. The Commission must be sensitive to this. This leads to another issue which is adopting the Grand Jury model of contracting out on a one year basis with one consultant. The Commission should explore this and make a decision.

Commissioner Fuhrman volunteered to sit on a task force that would look at the different options for contracting out work to consultants.

Commissioner Philibosian suggested that much of this work has been done by the Grand Jury and that the Executive Committee take up this matter as part of the Procedures review. Anybody that wishes to attend should come to the meeting.

Chairperson Buerk stated that the Executive Committee will take this up. The one remaining area that needs to be addressed was Jury Notification.

Commissioner Trotter felt that the Commission could not take this subject on at this time.

Commissioner Fuhrman asked that Commissioner Trotter's motion on jury notifications and his motion to study County Counsel be deferred until April 1994 to allow the Commission to deal with the health study, the Risk Management follow-up and the Procedures.

VI. PUBLIC COMMENT

Dr. Waddell reported on the Productivity Commission. He announced that the Productivity Award Ceremony will take place on November 8th. At the last meeting, there was an effort to set up a drug therapy court to rehabilitate drug addicts in jail.

County Department Heads involved with Total Quality Management have formed a committee within the Productivity Commission.

Dr. Waddell is now the Chairman of the Productivity Investment Fund, offering seed money for Departmental productivity programs. There is about \$15 million dollars in the fund.

Chairperson Buerk asked for an update on any activity that the Productivity Commission has taken on their Pension Report from last year. He also asked if the Investment Fund could fund the DHS project.

Dr. Waddell stated that Donna Peterson is the Productivity Manager for Health Services and could answer that question.

VII. ADJOURNMENT

Upon a motion and approval of the Commission, the meeting was adjourned at 11:40 a.m.

Respectfully Submitted,



Bruce J. Staniforth
Executive Director

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