



Los Angeles County Governance Reform Task Force

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BOARD MEETING DATE HERE

TO: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell
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FROM: Los Angeles County Governance Reform Task Force

**SUBJECT: GOVERNANCE REFORM TASK FORCE PROPOSED
RECOMMENDATIONS FOR THE REQUIRED 120-HOUR AGENDA
POSTING (ITEM NO. 19, AGENDA OF NOVEMBER 26, 2024).**

EXECUTIVE SUMMARY

On November 5, 2024, Los Angeles County voters approved Charter Amendment Measure G. The Governance Reform Taskforce ("GRTF"), created under Measure G, is charged with implementing the amendment, conducting community and stakeholder outreach, and advising the Board on matters related to the governance transition.

Among the provisions, ARTICLE III-C, Section 11.66 of the Charter was added requiring that by 2026, all items of business to be transacted or discussed at a regular meeting of the Board of Supervisors ("Board") shall be on the posted agenda at least 120-hours (five days) before the regular meeting, subject to exceptions permitted by, and in compliance with all other applicable requirements under State law.

The GRTF established an Ad Hoc Subcommittee on Public Budget Presentations and Five-Day Posting Requirement for Non-Urgent Legislation. Specifically for the 120-hour posting requirement, the Subcommittee was tasked to review the agenda process, examine best practices, conduct outreach, and develop recommendations for implementing the new process. This report pertains specifically to the work of this Ad Hoc Subcommittee related to the 120-hour agenda posting requirement.

The GRTF respectfully submits its recommendations to implement the Measure G Charter Amendment requiring that all non-urgency Board Legislative Agenda ("Legislative Agenda") items be publicly posted at least 120-hours (five days) prior to Board consideration.

Following a comprehensive review of relevant documents, operational models and existing agenda practices, and consultation with Board Services staff from the Executive Officer's office and consultants, the GRTF recommends a two-part reform framework:

1. Adoption of advancing Legislative Agenda and Supplemental Agenda deadlines and publications by one week to ensure full compliance with the 120-hour requirement (referenced as "Option Two" as noted in this report); and
2. Implementation of agenda clarity and accessibility standards to ensure enhancement of transparency, meaningful public understanding, and engagement.

Together, these recommendations establish a modernized agenda framework that enhances transparency, strengthens accountability, and reduces reliance on last-minute policy making practices. The proposed reforms are operationally feasible and can be implemented within existing County resources with moderate administrative adjustments.

INTRODUCTION AND BACKGROUND

On November 5, 2024, Los Angeles County voters approved Measure G, amending the County Charter to require that agendas for regular meetings of the Board be posted at least 120-hours prior to regular Board meetings. The Ralph M. Brown Act¹ requires the legislative body of a local agency to post their agenda for a regular meeting at least 72-hours prior to that meeting.

Through Board Directive (Order No. 19, November 26, 2024), the Board directed the GRTF to develop a process to provide notification to Board offices and the 39 County departments of the updated filing instructions for Board Letters and motions reflecting the Charter amendment change which requires all non-urgency County legislation be publicly posted for a minimum of 120-hours (five days) before Board action.

The County's Executive Officer (EO), as the Clerk of the Board of Supervisors, is responsible for publishing the Board's weekly Legislative Agenda and Statement of Proceedings. Each week, the Legislative Agenda is created and published, followed by a Supplemental Agenda for the same meeting.

The County's current agenda process, including the reliance on both the Legislative and Supplemental Agendas, can limit the public's ability to meaningfully review, understand, and engage with matters before the Board. In practice, late agenda additions, evolving materials, and lengthy or highly technical agenda descriptions can reduce transparency, predictability, and accessibility for residents, stakeholders, and County departments.

¹California Government Code Section 54954.2

Measure G's 120-hour posting offers an opportunity to meet the Charter's technical requirements and to modernize the County's agenda process in a way that strengthens public trust, improves accessibility, and supports more transparent and deliberative governance.

Implementation of the new requirement necessitates both:

- Structural changes to agenda timelines; and
- Improvements to agenda clarity and accessibility.

The Current Agenda Process

Pursuant to Section 25 of the Rules of the Board of Supervisors ("Board Rules")², the EO's office currently publishes the Legislative Agenda six (6) days prior to the regular meeting (the Wednesday preceding the Tuesday meeting), and the Supplemental Agenda four (4) days prior to the meeting (the Friday preceding the Tuesday meeting). Ensuring that all agenda publications associated with a regular Board meeting comply with publication mandates in Measure G requires advancing the posting of the Supplemental Agenda five (5) days prior to the regular meeting, thereby advancing the posting of the Legislative Agenda as well.

The EO manages the agenda process in coordination with the Chief Executive Officer ("CEO") and the Board offices. Notably, both CEO and EO offices accept and route policy-related items. County departments generate Board Letters and submit them to the CEO office, while Board offices generate Policy motions and submit them to the EO office. Non-policy Board motions, also generated by Board offices, that either meet an exemption from the Cluster review process or suspend Board Rules are submitted directly to the EO office and placed on the Legislative Agenda without additional routing. The EO office also receives Board Letters directly from County Counsel and a select few entities that do not route through the CEO approval workflow.

Policy motions and Board Letters are subject to the County's Cluster review process. There are eight Policy Clusters, organized by topic area: Community Services; Family and Social Services; Gender-based Violence; Health and Mental Health Services; Homelessness and Housing; Operations; Public Safety; and Workforce and Economic Development.

The agenda development process and timelines are intended to ensure ample time for internal review and public engagement at key points throughout the process. The CEO office has deadlines for receipt of Board Letters and for Public Hearing Board Letters (between 69 – 76 days prior to Board meeting date because they go through the Cluster review process), and the EO office has a deadline for receipt of Policy motions (18 days prior to the Board meeting date).

²Rules of the Board of Supervisors (last updated 2.6.26)

According to Board Services, current practice allows for same-day submittal of non-policy motions for both the Legislative and Supplemental Agendas.

The Brown Act¹ requires that each legislative body meeting agenda includes specific information. For each agenda item, the law mandates a brief, general description of the business to be transacted or discussed, including matters addressed in closed session. Pursuant to statute, the description should typically not exceed 20 words.

The County's current agendas contain Agenda entries³ that frequently exceed this requirement, with some ranging from a quarter-page to several pages. While this level of detail can be informative, it's more appropriately placed in the Board Letter or motion document. Excessively long entries may hinder, rather than enhance, the public's understanding of the item, and create operational and administrative challenges. Additionally, lengthy entries that include the full recommendation to the Board require revisions to the Agenda whenever there are any changes to language of the recommendation in the agenda entry. These concerns are discussed in greater detail in the operational workflow challenges section of this report.

The Use of Supplemental Agendas

Board Rules² refer to the use of Supplemental Agendas dating back to at least the 1980's. Today, the County uses the Supplemental Agenda as a weekly standing practice. The Supplemental Agenda includes minor and substantive changes to the Agenda, as well as new Board motions that are exempt from or are not routed through the Cluster process. The Supplemental Agenda is usually published in late afternoon/early evening on the Friday preceding the Tuesday meeting.

Typically, the Supplemental Agenda includes newly submitted non-policy Board motions, the addition of co-authors to existing motions, requests to continue an item to a future meeting date, and the inclusion of proclamations or reward motions⁴. It may also reflect adjustments to directives, such as adding or removing departments or modifying directive language, among other updates.

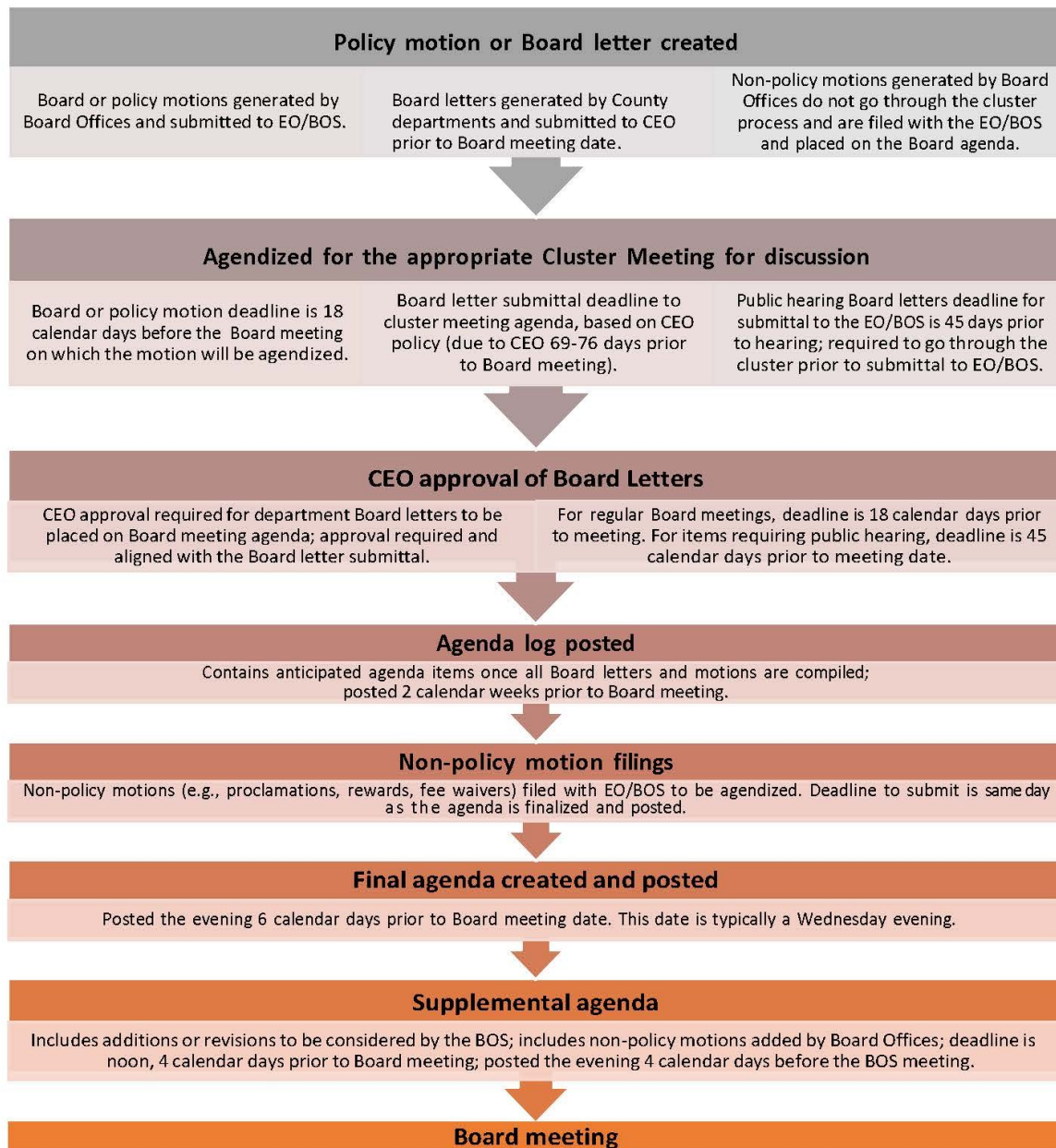
On occasion, the Supplemental Agenda may contain new Policy motions that qualify for an exemption from the Cluster review process. Policy motions may also be introduced through a suspension of the Board Rules², allowing the item to bypass the standard Cluster review process.

³The Agenda entry for each item includes the title of the item and the recommendation. The recommendation portion of the entry is what does not comply with Brown Act recommendations.

⁴County Code 13.12.120. Rewards for information. Reward motions are recommendations by individual Supervisors to establish, extend or otherwise modify cash rewards for information concerning crimes, consistent with the Los Angeles County Code.

Chart One illustrates the current timeline and workflow for preparing and posting the regular and Supplemental Agendas.

CHART ONE



Source: Adapted from KH Consulting Group, "Modernizing Governance in Los Angeles County," April 2026. Adaptations include adding timeline of Board letter submittal dates to CEO.

GRTF REVIEW & ANALYSIS

Methodology

The GRTF, in collaboration with the EO's Board Services Division and consultants, conducted a structured review guided by the 120-hour Agenda Posting Requirement Workplan. This included:

- Reviewing all pertinent governing documents such as Board Rules², Board Policies, and applicable state law.
- Assessing current agenda development processes for both the Legislative and Supplemental Agendas.
- Examining existing Agendas for structure, formatting, and accessibility.
- Identifying trends and compliance gaps.
- Evaluating implementation options provided by the Executive Office.
- Gathering stakeholder feedback from Board Services, Board offices' staff, CEO office staff, and County departments through interviews and written surveys, as well as public outreach campaigns.

Current State Assessment and Operational Workflow Challenges

The Legislative Agenda is published six (6) days prior to each regular meeting (the Wednesday preceding the Tuesday meeting), and the Supplemental Agenda is posted four (4) days prior (the Friday before the Tuesday meeting). While the current publication timeline for the Legislative Agenda complies with the 120-hour requirement, the Supplemental Agenda timeline does not.

Chapter VI, Section 25 of the Board Rules² requires the Legislative Agenda to be delivered to Board offices the Thursday morning preceding the Tuesday meeting. The Board Rules² do not specify publication requirements for the Supplemental Agenda and are silent on a specific time deadline for posting both agendas.

The GRTF reviewed the operational impacts associated with the County's current agenda preparation process. Under the existing framework, the absence of enforceable and clearly defined publication deadlines, along with corresponding item submission deadlines, creates uncertainty regarding the timing of agenda release. This reduces predictability for departments, Board offices, stakeholders, and members of the public who monitor and engage in County business. Additionally, frequent and evolving revisions to agenda items, as well as late-stage additions, require EO staff to work unpredictable and extended hours to finalize agenda materials and ensure publication readiness.

The absence of defined posting times for both agendas, and the lack of corresponding written and enforceable submission deadlines, creates unpredictability for public access and operational risks, contributes to publication delays, and results in additional

workload for Board Operations staff. Allowing agenda submittals the day before or the day of publication increases time pressures and heightens the risks of errors.

Identified risks include:

- Compliance risks with the current publication timeframe related to the 120-hour requirement.
- Potential legal risks associated with late-stage agenda additions. This is especially true for the Supplemental Agenda when County Counsel has not been able to review late Agenda submittals until the Monday afternoon before the Tuesday meeting.
- Transparency risks due to reduced predictability for public engagement and diminished clarity around when items will be available for review.

Identified publication delays and unintended workload issues include:

- The absence of a defined agenda publication time undermines the effectiveness of the 12:00 p.m. same-day submission deadline. Without a clear posting time, the deadline does not support timely or predictable publication.
- Same day submissions are routinely late and often received after the practiced 12:00 p.m. deadline. This requires Board Services staff to wait for outstanding items and, once received, conduct a full review to ensure each item is agenda-ready. This review process frequently involves revising materials for accuracy, completeness, and compliance.
- Depending on the number of late additions and the timing of their submission to the EO office, Board Services staff are often required to work well into the evening to ensure the agenda meets legal standards, is posted correctly, and all stakeholders, including the public, are properly notified. Having additional time to properly process these items will alleviate this operational pressure.

The GRTF finds that establishing earlier and more structured submission and publication deadlines will enhance public transparency and engagement, improve operational efficiency, increase predictability, and support more sustainable administrative workflows.

The GRTF identified a second structural issue. Agenda items frequently contain extensive multi-page entries³ which limit readability and comprehension and hinder public accessibility by requiring residents to review dense documents to understand the core issue and proposed action. Further, these lengthy entries³ increase administrative complexity, particularly when errors occur or revisions are required, either through the Supplemental Agenda or the reading of corrections into the record during Board meetings.

To increase public accessibility, reduce the administrative burden created by lengthy agenda entries³, and ensure compliance with Brown Act¹ requirements, the GRTF

recommends the use of concise agenda titles and streamlined recommendation language.

EVALUATION OF IMPLEMENTATION OPTIONS

The Executive Office developed three potential implementation approaches to comply with Measure G's 120-hour Agenda posting requirement, which were presented to the GRTF on April 22, 2026 (see Appendix A for the EO office report to the GRTF). The GRTF determines that Option Two best achieves compliance while enhancing public accessibility and engagement and preserving operational functionality.

Table One provides an at-a-glance comparison of the three options, including their operational impact, level of compliance with Measure G, public accessibility, and identified opportunities and challenges.

TABLE ONE

CRITERIA	OPTION ONE	OPTION TWO	OPTION THREE
	Single Agenda Publication Publish one comprehensive agenda on Wednesday prior to the meeting (eliminating the Supplemental Agenda).	Advance Agenda Process by One Week Publish the regular Agenda eleven (11) days prior to the meeting (Friday) and the Supplemental Agenda six (6) days prior (Wednesday).	Retain Current Schedule with a “Revisions Only” Supplemental Agenda Publish the regular Agenda six (6) days prior (Wednesday) and the Supplemental Agenda four (4) days prior (Friday) to the meeting. Supplemental Agenda includes only revisions to items already on the regular Agenda (no new items).
Compliance with Measure G	Highest compliance; fully aligns with posting requirements	Meets requirements with a balanced phased approach	Lowest compliance; no change in regular Agenda posting timing and risk from late Supplemental posting
Operational Impact	Highest operational impact; least internal flexibility	Moderate operational impact; shifts timelines by one week	Lowest operational impact; minimal internal changes for departments & EO office. May have greater impact to Board offices.
Regular Agenda Posting	No change in regular agenda posting but eliminates any Supplemental posting	Posted earlier by one week	No advanced posting; remains on current timeline
Supplemental Agenda Posting	Eliminates the Supplemental Agenda	Posted earlier by two days	No change - posted Friday before Tuesday meeting; compliance risk
Predictability & Workflow Stability	Most predictable for public; most demanding for staff	Balanced predictability and manageable workflow	Least predictable and transparent for public; easiest workflow for staff
Public Accessibility & Engagement	Elimination of Supplemental Agenda increases transparency	Increased review time for stakeholders and public for both agendas	Risk of decreased transparency and engagement when changes occur during the meeting
Overall Assessment	Strongest compliance but least flexible operationally	Best balance of compliance, transparency, and feasibility	Easiest operationally but introduces compliance and transparency concerns

Option One

Option One provides the highest level of compliance with Measure G's posting requirements but offers the least internal flexibility. This option eliminates the use of the Supplemental Agenda and requires all Legislative Agenda items to be finalized at least 120-hours prior to the meeting. Stakeholders may experience significantly reduced flexibility in responding to emerging issues, time sensitive matters, or late developing policy needs, which may increase the likelihood of delayed actions or postponed decisions. While operationally rigid, this option ensures a high level of compliance and predictability for the public.

Option Two

Option Two offers a balanced approach to meeting the new posting requirements of Measure G, providing enhanced opportunities for the public to be informed, mobilize, and engage, while creating moderate operational impacts associated with shifting agenda timelines forward by one week. This option retains both the Legislative and Supplemental Agendas and advances internal submission deadlines by approximately one week to ensure compliance with the new publishing requirement. Departments would need to adjust planning cycles, internal approvals, and executive review timelines earlier in the process, which may create scheduling challenges for complex items or items requiring third party involvement. Additionally, Cluster review meeting schedules may need to be adjusted for those Clusters that do not currently meet weekly.

Option Three

Option Three presents the lowest operational impact, however it does not provide any advanced publication of the Legislative Agenda and poses compliance risk by posting the Supplemental Agenda on the Friday before the Tuesday meeting. This option allows departments to retain existing workflow structures and timeline expectations, minimizing disruption to internal processes. However, it limits the ability for Supervisors to add items once the Legislative Agenda has been posted, which may result in an increase in new read-in motions during Board proceedings. This reduces transparency and public engagement in the legislative process when substantive changes occur during the meeting. As a result, this option may not meet the spirit and intent of Measure G's requirements.

RECOMMENDATIONS

RECOMMENDATION ONE: 120-HOUR POSTING IMPLEMENTATION

To ensure that both the Legislative and Supplemental Agendas are published in full compliance with Measure G, the County's development processes and publication timelines require adjustment. The GRTF presents the following recommendations to align the agenda process with Measure G's posting requirements and strengthen overall adherence to the standard.

Proposed Agenda Development and Publication Process

- Publish the Legislative Agenda no later than 4:00 p.m. eleven (11) days prior to the meeting (two Fridays preceding the Tuesday meeting)
- Publish the Supplemental Agenda no later than 4:00 p.m. six (6) days prior to the meeting (the Wednesday preceding the Tuesday meeting)
- Advance internal submission timelines by approximately one week as identified by the Executive Office
- Limit post-deadline additions to urgency-based exceptions* (internal submission deadlines are strictly adhered to).

**Urgency-based exceptions should generally be limited to circumstances where delaying consideration until the next available meeting would likely result in a statutory or court imposed deadline being missed; significant financial harm or loss of funding would occur; a threat to public health, safety, or continuity of essential county operations exists; an unforeseen emergency or event occurred after the submission deadline; or a matter required by law to be acted upon within a time frame that could not reasonably have been anticipated.*

RECOMMENDATION TWO: AGENDA CLARITY & ACCESSIBILITY STANDARDS

Current agenda formats present barriers to public engagement due to excessive length and complexity. Transparency requires not only access to information, but the ability to understand it.

Accordingly, we recommend an integrated approach that:

- Ensures adequate time for public review; and
- Improves the clarity and accessibility of agenda materials.

The GRTF finds that transparency is achieved through both time and clarity. Expanding the Agenda posting window without improving the usability of agenda content would limit the effectiveness of the Measure G reform.

Recommended Standards

The GRTF recommends adopting the following agenda standards, informed by best practices in other agencies and an assessment of the County's current procedures.

1. Agenda Item Entries³ – Titles and Descriptions

- Limited to approximately 20 words when feasible
- Clearly state the action being considered

2. Supplemental Agenda Summary

- Limited to approximately 20 words when feasible per item entry³
- Provide context clearly stating the action being considered, the responsible entity, and key implications

3. Supporting Detail

- Full agenda item recommendations/directives located in the Board Letters or Motions documents and all attachments linked through the Agenda

4. QR Code Integration

The EO office team has been working on developing the use of a QR code to be placed on the inside cover of the printed Agenda for members of the public, which was introduced in the July 21, 2026, Agenda. To preserve transparency and improve usability, we support the use of a QR code that links readers to expanded Agenda descriptions, supporting materials, and related documentation. The QR codes are intended to provide the public:

- Access to Board Agendas and materials
- Sign up to speak at the Board meeting
- Learn how to participate in a Board meeting
- Provide written public comment
- Access language translation
- Direct access to view the live meeting

This is in addition to the current practice of providing links to supporting documents for each item on the Agenda.

Appendix C illustrates a clear sample comparison of the current agenda text and how the agenda will appear when incorporating the recommended concise agenda entries³ for all items excluding Board motions. Page two (2) contains a sample of the new QR codes introduced in the July 21, 2026, agenda.

STAKEHOLDER IMPACT ANALYSIS

The Legislative and Supplemental Agenda processes are inherently complex and closely interrelated. Internal stakeholder feedback on the advanced posting requirement often extended beyond that specific issue, influencing perceptions of both the Cluster review process and the use of the Supplemental Agenda. As a result, comments about posting timelines frequently blended into broader concerns about how these interconnected processes function.

BOARD OFFICES

Interview Purpose and Approach

Interviews were conducted with representatives from each Board office to deepen understanding of the operational and governance implications associated with the proposed implementation options. Collectively, the interviews reflected broad support for Measure G's transparency objectives while underscoring the need to maintain the Board's operational flexibility and ability to respond quickly to emerging issues.

The interviews were structured as a qualitative information-gathering effort aimed at identifying operational themes, perspectives, and implementation considerations. To encourage candid feedback, confidentiality was assured. Therefore, the results are presented as synthesized themes and observations rather than attributed comments or quantified findings.

Key Areas of Discussion

Discussions centered on the three implementation options previously presented by the EO Board Services Division, with particular attention to the operational impacts associated with the GRTF's recommended Option Two. Discussions explored how the proposed changes could influence Board office workflows, responsiveness to time-sensitive matters, the Cluster review process, use of the Supplemental Agenda, and the overall balance between enhanced transparency and practical operational needs.

Areas of Broad Agreement

Although Board offices expressed differing views regarding the preferred implementation option, there was broad agreement that implementation should:

- Avoid unnecessarily extending agenda development timelines
- Maintain appropriate flexibility for urgent matters
- Establish clearer expectations for use of the Supplemental Agenda
- Continue identifying opportunities to improve efficiencies within the agenda development process

Several also encouraged continued evaluation of the Cluster review timeline to determine whether additional efficiencies could be achieved without diminishing the quality of the review.

Feedback Specific to Option Two

The majority of those interviewed expressed concerns regarding implementation of Option Two as proposed. While Board staff generally supported the objectives of increasing transparency and providing the public with additional time to review agenda materials, most indicated that advancing agenda deadlines by approximately one week would substantially increase lead times for Board motions and reduce the Board's ability to respond to emerging issues, constituent concerns, and time-sensitive policy matters.

Several noted that the current Cluster review process has already extended the timeline for Board motions, and that Option Two would further extend agenda development timelines.

Cluster Review Process Considerations

The Cluster review process emerged as a central consideration in evaluating the implementation options. There was general agreement that the process provides meaningful opportunities for collaboration, early issue identification, and public review prior to Board consideration. Consistent with broader concerns, most indicated that advancing agenda deadlines would not enhance the effectiveness of the Cluster process and would instead increase the total time required to bring items forward.

Use of the Supplemental Agenda

All interviewees supported retaining a Supplemental Agenda and endorsed establishing clearer parameters governing its use. Several favored limiting Supplemental Agenda items to revisions of previously posted items, corrections, continuances, or matters involving genuine emergencies or other narrowly defined exceptions. Others emphasized the importance of preserving sufficient flexibility to address urgent or time-sensitive matters.

Overall, participants agreed that clearer expectations governing the use of the Supplemental Agenda would better align with Measure G's transparency objectives while maintaining the Board's ability to address unforeseen circumstances when appropriate.

Perspectives on Transparency and Public Engagement

Several staff members questioned whether additional posting time, on its own, would materially improve transparency or public engagement. While supportive of Measure G's intent, many observed that stakeholders who closely follow Board activities already monitor agenda postings and suggested that public awareness and outreach may have a greater influence on meaningful participation than extending posting timelines alone.

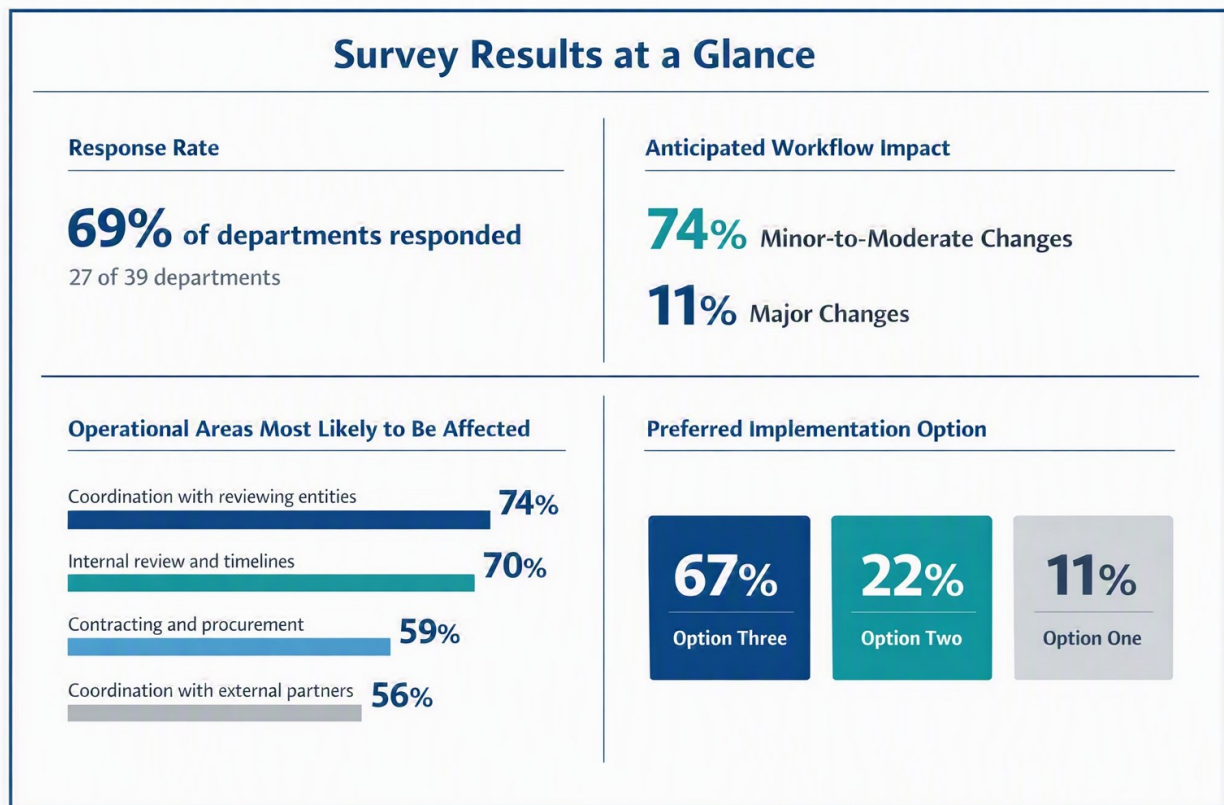
COUNTY DEPARTMENTS

The recommended Option Two presents both opportunities and potential challenges for departments that submit Board Letters. Opportunities include the reduced burden associated with developing lengthy agenda entry³ text, and a less reactive process for responding to last minute agenda item additions. Anticipated challenges include adjusting internal submission workflows and timelines, as well as working more proactively with third party partners or vendors whose contracts require Board approval. These shifts will require departments to plan earlier in the development cycle and coordinate more closely with stakeholders to ensure timely submissions.

County Executive Office staff delivered a presentation to Department Heads on June 18 on the 120-hour posting requirements, the three options under consideration, and the recommended Option Two. Following that presentation, a nine-question survey was

distributed to departments to gather input from those directly involved in the Board Agenda development process. The survey was designed to capture insights on how the proposed changes may affect departmental timelines, internal review processes, stakeholder coordination, and the County's ability to manage time sensitive matters while maintaining transparency and public accessibility. To encourage honest feedback, the survey was conducted anonymously with department identification optional.

The results of the survey are summarized below.



While most respondents indicated that their department generally submits Board Letters in a timely manner, a majority also identified meeting existing timelines and navigating the current review and approval process as challenging. Numerous respondents specifically cited the Cluster review process as a contributing factor.

Departments generally anticipate minor-to-moderate changes to existing workflows and internal timelines, with a small number anticipating major changes. The areas of departmental operations most frequently identified as likely to be affected are noted in the graphic.

Departments were also asked to identify their preferred implementation option among the three approaches presented. A majority of respondents identified Option Three as their preferred approach, indicating that it would create the least disruption to existing timelines and workflows and limit the addition of new items to the Supplemental

Agenda. Those who chose Option Two noted this option provides greater transparency, allows more time for internal and external stakeholder engagement, and preserves the flexibility of a Supplemental Agenda (these respondents also cited concern with a restricted Supplemental Agenda and the ability to effectively address urgent matters).

Some departments expressed concern that the proposed changes could limit the County's ability to add urgent items or make necessary amendments to existing Agenda items. Existing processes currently provide a mechanism for addressing these circumstances, and Option Two preserves those processes while enhancing transparency and encouraging greater engagement by stakeholders and members of the public in the County's policymaking process, which are two very important goals of Measure G.

EXECUTIVE OFFICE

The EO office, and specifically the Board Services Division, will experience the greatest operational impact associated with implementation of Option Two. As the office responsible for coordinating the Board Legislative and Supplemental Agenda processes, preparing and publishing agendas, ensuring compliance with statutory noticing requirements, and supporting Board meetings, Board Services will assume an expanded role in managing the revised production timeline.

Advancing both agenda deadlines and identifying specific publication times are expected to improve the overall predictability and efficiency of the agenda development process by reducing last-minute changes, providing additional time for quality control, and allowing staff to identify and resolve issues earlier in the production cycle. Earlier publication of agenda materials also provides additional time to verify compliance with Brown Act and Measure G requirements before posting.

Implementation will require updates to internal procedures, production schedules, training materials, and communication protocols to ensure departments, Board offices, and EO office staff understand and consistently follow the revised timelines.

While the transition will require targeted planning and coordination, the recommended approach establishes a more structured and sustainable agenda production process that supports both operational efficiency and enhances public transparency.

As the office responsible for administering the Board's Legislative Agenda process, the EO office will play the central role in ensuring successful implementation of the 120-hour posting requirement while balancing statutory compliance, operational efficiency, and the Board's legislative needs. To achieve these objectives, it will be essential that the EO office have the clear authority to enforce the revised deadlines and ensure consistent adherence across departments and Board offices.

CHIEF EXECUTIVE OFFICE

Because the Cluster review process was consistently identified by both departments and Board offices as a significant factor affecting agenda timelines, an additional

interview was conducted with the CEO office staff member responsible for coordinating the Cluster process. The purpose of the discussion was to better understand the role of the Cluster process, evaluate whether the timeline could reasonably be compressed to accommodate the 120-hour posting requirement, and assess the operational impacts of the implementation options.

Core goals of the Cluster review process are to enhance public engagement and improve the quality of the County's policy making process. The role of the CEO office in the process is administrative/facilitative, managing meeting scheduling and calendars, and facilitating communication between departments and Board offices.

The interview confirmed that advancing agenda posting deadlines would not reduce the amount of time required for the Cluster review process itself. Current timelines provide sequential review periods for departments, CEO office analysts, Board deputies, and EO office staff. Compressing one portion of the schedule would simply shift the burden to another entity in the review process rather than creating additional capacity within the system. As a result, any effort to advance agenda publication by one week would primarily affect departments and Board offices rather than the Cluster process. However, there are a few Clusters that do not meet on a weekly basis. For items that are presented at these Clusters, scheduling may need to be adjusted to align with the new timelines and ensure adequate review time before being presented to the Board.

The discussion also reinforced observations made during the Board office interviews regarding use of the Supplemental Agenda. While acknowledging that a Supplemental Agenda remains an important operational tool, comments suggested that greater benefit may be achieved through establishing clearer parameters governing its use rather than further extending agenda development timelines.

COUNTY RESIDENTS

The 120-hour Agenda posting requirement is designed to strengthen transparency and enhance public engagement in the County's legislative process. Providing residents with access to the regular Legislative Agenda five (5) days earlier than is currently done and access to the Supplemental Agenda two (2) days earlier gives the public significantly more time to review and understand the actions the Board is considering.

This expanded review period will allow individuals, community-based organizations, advocacy groups, and other stakeholders to more effectively inform their constituencies, coordinate responses, and participate in the policymaking process, rather than having to react within the limited timeframe immediately preceding a Board meeting.

Additionally, streamlining Agenda entries³ improves clarity and makes it easier for residents to identify the core issue and proposed action without navigating lengthy or dense text. Together, these changes promote greater transparency, support more meaningful public participation, and improve overall accessibility to the County's legislative decision-making process.

PUBLIC SURVEY RESULTS PLACEHOLDER - To inform residents and invite public input before the GRTF finalizes its recommendations, the GRTF public engagement team will lead a two-part community engagement effort in July. The first part consists of a short explainer video introducing the 120-hour posting change required by Measure G, together with the additional transparency measures proposed in this report: QR code access to agenda materials and shorter, plain-language item descriptions. The video closes with a call to action directing viewers to a brief online survey.

The second part, the public survey, asks residents whether these potential changes would help them follow the Board's business, whether the changes go far enough, and what additional improvements they would suggest. The survey will be fielded from Friday, July 17 through Wednesday, July 29, 2026, following the public release of the draft recommendations in this report and while the final report is being prepared, so that public input is available to the GRTF as it finalizes its recommendations. The survey will be distributed through the Measure G web page, a GovDelivery email notice, County social media channels, and the explainer video. Results will be summarized in the final version of this report.

Alongside the video and survey, the GRTF public engagement team will prepare updates to the Measure G website for EO staff to post, adding the explainer video and survey links to the site's Community Outreach page, and will support regular social media updates, following the approach used for the Independent Ethics Commission application campaign. The page gives the effort a single public landing place and a repository of materials, where residents can watch the explainer video, take the survey, and review the draft recommendations and report while they are under consideration.

Following the Board's consideration of the GRTF recommendations and the potential adoption of any changes, the public engagement team plans to offer support to the EO on preparing and conducting a second phase of educational outreach to help residents understand the new agenda process, including the earlier posting timelines, QR code access, and plain-language descriptions.

Governance and Service Impact

Taken together, these reforms strengthen governance by reducing last-minute policymaking, supporting more deliberate decision-making, and improving the predictability of Board actions. They enhance transparency and accountability for both internal and external stakeholders, expand the time available for meaningful public review and engagement, and improve comprehension and participation in the County's legislative process. Collectively, the reforms bring the County into closer alignment with Brown Act recommendations, ensure full compliance with Measure G's agenda posting requirement, and enhance service responsiveness by creating greater opportunities for all stakeholders to review, engage with, and respond to the policymaking process.

Administrative and Operational Impact

As noted, implementation of Option Two will require departments and Board offices to adjust their workflows and submission timelines by approximately one week to ensure

that both the Legislative and Supplemental Agendas are published in compliance with Measure G. The recommended approach preserves the Board's ability to address urgent matters and allows appropriate changes to existing agenda items through the Supplemental Agenda process.

The changes will also affect the Cluster review process, requiring updates to policies, procedures, and agenda deadline calendars. In addition, County departments will require training on the new process timelines, supported by strengthened EO oversight and enforcement authority to ensure consistent adherence.

To support implementation, the EO office will need to update internal procedures, workflow timelines, guidelines, and communication protocols, develop training materials and prepare, publish, and train internal stakeholders on a comprehensive implementation schedule. As the Board Services Division has already developed QR code agenda integration, any related IT enhancements necessary to support that functionality have been addressed.

To minimize public confusion when multiple agendas are posted simultaneously, each agenda is prominently displayed on the County's website by date, and speaker registration for a meeting opens only at 9:00 a.m. on the morning of that meeting, preventing premature registrations and streamlining the public participation process.

Fiscal Impact

All impacts are absorbed within existing resources, with no additional taxpayer burden.

Unincorporated Areas Service Impact

Advancing the publication timelines for both Agendas will enhance service delivery for all County residents, including those in the unincorporated areas. Earlier posting increases residents' visibility into upcoming County decisions and provides greater opportunities for meaningful engagement in the policymaking process. Implementing the recommended agenda standards inherently improves the presentation and comprehension of items being considered by the Board, and the addition of the QR codes enhances public accessibility.

IMPLEMENTATION PLAN & TIMELINE

The GRTF presents the following proposed implementation plan and timeline. Because the EO and Board Services Division will be responsible for carrying out many of the key actions, the GRTF recommends that the EO and staff adjust and refine the plan and timeline as appropriate.

Phase	Timeframe	Key Actions	Responsible Entity
Phase 1	0–30 Days	• Board adoption	Board
		• Board direction to the Executive Office	Board
		• Develop and publish a comprehensive implementation schedule	EO office and CEO office (for Clusters)
		• Public educational outreach	Postscript
Phase 2	31–90 Days	• Develop new or amended policies and procedures; develop guidelines on what constitutes an “urgency-based” exception for post-deadline item submittal; revise Agenda workflow timelines and deadline calendars	EO office
		• Train internal stakeholders	EO office
		• Continue public educational outreach	Postscript
Phase 3	91–120 Days	• Implement new agenda schedule and formatting standards	County
	By December 2026	• Continue public educational outreach	Postscript and County
Phase 4	Ongoing	• Monitor compliance	EO office
		• Support continuous improvement	EO, Board and CE offices, departments
		• Maintain public education and engagement outreach	County

FINAL RECOMMENDED ACTIONS

We recommend the Board adopt the following:

1. The implementation of Option Two to meet the requirements outlined in Measure G related to the 120-hour agenda posting to include the following:
 - Publish the Legislative Agenda no later than 4:00 p.m. eleven (11) days prior to the meeting (two Fridays preceding the Tuesday meeting)
 - Publish the Supplemental Agenda no later than 4:00 p.m. six (6) days prior to the meeting (the Wednesday preceding the Tuesday meeting)

- Advance internal submission timelines by approximately one week as identified by the Executive Office
 - Limit post-deadline additions to urgency-based exceptions; and
2. The recommended agenda clarity and accessibility standards to include:
- **Agenda Item Entries³ – Titles and Descriptions**
 - Limited to approximately 20 words when feasible
 - Clearly state the action being considered
 - **Supplemental Agenda Summary**
 - Limited to approximately one paragraph per item entry³
 - Provide context clearly stating the action being considered, the responsible entity, and key implications
 - **Supporting Detail**
 - Full Agenda item recommendations/directives located in the Board Letters or Motions documents and all attachments linked to the Agenda
 - **QR code integration**

Together these recommendations establish a comprehensive framework that improves the County's legislative process, enhances transparency, and strengthens public trust.

RECOMMENDATIONS FOR FUTURE CONSIDERATION

The recommendations in this report are intended specifically for meetings of the Los Angeles County Board of Supervisors and the Board's associated agenda processes. The GRTF recognizes that other County legislative bodies, commissions, Cluster meetings, and Brown Act governed entities may benefit from similar transparency and agenda posting reforms. Therefore, we recommend the County consider future policies and practices analysis to evaluate the feasibility and operational impacts of extending comparable standards to additional County public bodies, as appropriate.

Further, we suggest the County conduct ongoing monitoring of the newly implemented processes and procedures, adjusting as necessary to ensure continued effectiveness, operational sustainability, and alignment with transparency and public-engagement goals.

The GRTF recommends that the EO and Board offices consider future collaboration on developing guidelines or policies related to Board motions. This will provide greater clarity on timing and agenda language for these types of legislative actions.

Feedback received from County departments, Board offices, and the CEO office consistently identified the Cluster review process as an important component of the

overall agenda development timeline. Because evaluation of the Cluster process is outside the scope of this ad hoc subcommittee, the GRTF recommends the County consider a separate review of the process and associated timelines to determine whether opportunities exist to improve efficiency while maintaining the integrity of the review process.

Finally, given the consistent feedback from internal stakeholders regarding the current use of the Supplemental Agenda, the GRTF recommends that the EO and Board offices conduct a focused evaluation of how the Supplemental Agenda is being used. This assessment should determine whether current practices align with established best practices and identify the policy and procedural changes needed to ensure this agenda is used appropriately and in compliance with intended standards.

APPENDICES

Appendix A: This is the Executive Officer's 120-hour Compliance Options Report presented to the GRTF on April 22, 2022. The report details three (3) options considered by the EO's Board Services Division, and provides the potential level of impact, opportunities, and challenges for each option.

Appendix B: This appendix includes an excerpt from the regular Board meeting Legislative Agenda dated May 12, 2026. The annotated sample is provided to illustrate the structure of a standard Board Agenda, highlighting the purpose and function of each section.

Appendix C: This appendix provides the same excerpt from the regular Board meeting Legislative Agenda dated May 12, 2026, presented without annotations. Its purpose is to offer a clear, illustrated comparison of the current agenda text and how the agenda will appear when incorporating the recommended Agenda clarity and accessibility standards.

Note: A Board motion guideline or procedure has not been established. In the absence of such guidance, amendments submitted by Board members other than the original author or co-author cannot be consistently managed. Additionally, implementing changes at this time could result in substantial revisions to motions occurring outside the formal agenda item process. Therefore, this sample does not apply the recommended Agenda clarity standards to Board motions.

Appendix D: This appendix (developed by the Board Services Division) illustrates a comparison of the Agenda deadline timeline based on current practice and future timelines using the recommended Option Two. The document identifies timelines for both Board motions and Board Letters (the latter being submitted by departments).

EXECUTIVE OFFICE



**BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES**

EDWARD YEN
EXECUTIVE OFFICER

**COUNTY OF LOS ANGELES
EXECUTIVE OFFICE
BOARD OF SUPERVISORS**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • www.bos.lacounty.gov

MEMBERS OF THE BOARD

HILDA L. SOLIS

HOLLY J. MITCHELL

LINDSEY P. HORVATH

JANICE HAHN

KATHRYN BARGER

APPENDIX A

March 18, 2026

TO: Governance Reform Task Force (GRTF)
Ad Hoc Committee

FROM: Edward Yen *Edward Yen*
Executive Officer

SUBJECT: MEASURE G 120-HOUR POSTING REQUIREMENT

In follow-up to the meeting with the Executive Office Board Services Division, attached for your review are three proposed operational options to support compliance with the Measure G requirement to publish Board of Supervisors meeting agendas at least 120 hours prior to the meeting. The options outline varying levels of impact to current agenda development timelines, departmental workflows, and the County's ability to address emerging or time-sensitive matters.

Thank you for your time and partnership, we appreciate having had the opportunity to meet with members of your committee. Please let me know if you have any questions.

EY:NL:mr

Attachment

c: Shadi Kardan

BACKGROUND

The Executive Officer has been delegated the responsibility and authority to provide for the holding of meetings of the Board of Supervisors¹ (Board), which includes the publishing of agendas. In accordance with Section 25 of the Rules of the Board of Supervisors (Board Rules)², the Executive Office of the Board of Supervisors (EO) currently publishes its meeting agenda on the Wednesday preceding each Tuesday meeting. Any revisions and/or additions are issued via a Supplemental Agenda on Friday. This supplemental document includes both minor and substantive changes, as well as new motions exempt from the Cluster process.

Effective in 2026, Measure G extends the current posting requirement under the Ralph M. Brown Act (Brown Act)³ from 72 hours to 120 hours, meaning new items or motions must be posted by the 120-hour deadline. The EO's understanding of the intent of this provision is that our current practice of posting a Supplemental Agenda that includes additional items on Fridays is not compliant with the Measure G provision.

Although the major component of the 120-hour provision is associated with the publishing date/time of the agenda. The format of the agenda title plays a major role in the type of changes that occur on the Supplemental Agenda. Currently, agenda entries often range from a quarter page to several pages, including detailed summaries and numerous recommendations. While comprehensive, this level of detail creates significant administrative burden and complicates timely updates. Lengthy entries hinder public accessibility, as residents must navigate extensive documents to understand core actions. Moreover, verbose titles and descriptions increase the likelihood of errors and revisions, which then require supplemental postings or verbal corrections during meetings.

Adopting concise agenda titles and streamlined summaries will not only improve clarity for the public but also meet Brown Act³ requirements of not exceeding 20 words. Additionally, concise titles will reduce operational inefficiencies, minimize supplemental agenda updates, and strengthen compliance with transparency standards. It will also bring Los Angeles County into alignment with the best practices being utilized in other counties.

Our office has developed three options to modify current agenda publishing practices to comply with the 120-hour requirement of Measure G. Each option presented assumes the use of concise titles.

¹ See Charter of the County of Los Angeles Chapter 2.36.060

² See Rules of the Board of Supervisors

³ See Government Code section 54954.2

OPTION 1: SINGLE AGENDA PUBLICATION

Description: Publish one comprehensive agenda on Wednesday prior to the meeting and eliminate the Supplemental Agenda. Agenda titles will be concise (20 words or fewer) to meet Brown Act³ requirements and improve readability.

Impact

High Impact – This option represents a high operational and organizational impact as it eliminates the use of supplemental agendas and requires all agenda items to be finalized at least 120 hours prior to the meeting. Stakeholders would experience significantly reduced flexibility to respond to emerging issues, time-sensitive matters, or late developing policy needs. This approach may increase the likelihood of delayed actions or postponed decisions. It ensures high compliance certainty and predictability for the public but substantially changes current workflows and shortens coordination timelines across the county.

OPPORTUNITIES

- All items available by Wednesday evening, enabling earlier identification of held items and fostering greater public engagement.
- Increased review time for stakeholders and the public, enhancing transparency.
- Concise agenda titles improve clarity and reduce revisions during meetings.

CHALLENGES

- Potential increase in read-in motions during meetings due to lack of supplemental updates, which may lead to a lack of clarity on the intent of the motion. Board Rules Section 22² limits the number of read-in motions that each Board member can bring forward, an increase of read-in motions may directly challenge that rule.
- Risk of decreased transparency if substantive changes occur during the meeting.

OPTION 2: ADVANCE AGENDA AND SUPPLEMENTAL DEADLINES BY ONE WEEK

Description: Publish the regular agenda 10 days prior to the meeting (Friday) and the supplemental agenda 5 days prior (Wednesday).

Impact

Medium Impact – This option results in a medium operational impact by maintaining both regular and supplemental agendas while advancing internal submission deadlines by approximately one week to ensure compliance with the 120-hour publishing requirement. Departments would need to adjust planning cycles, internal approvals and executive review timelines earlier in the process. Although this option preserves flexibility to address emerging business through supplemental agendas, it may create scheduling challenges for departments managing complex items. At present, the majority of counties maintain the traditional agenda publishing model consistent with Brown Act compliance and have not adopted this alternative approach. Implementation would require workflow adjustment during a Board recess period.

OPPORTUNITIES

- Maintains flexibility for adding items post-initial posting while ensuring compliance.
- Consolidates late items into a formal supplemental document, improving operational efficiency.
- Reduces read-in revisions by allowing additional time for last-minute corrections.

CHALLENGES

- Requires advancing internal filing deadlines by one week (policy motions, Cluster meetings, etc.).

OPTION 3: RETAIN CURRENT PUBLISHING SCHEDULE WITH A “REVISIONS ONLY” SUPPLEMENTAL AGENDA

Description: Publish the regular agenda 6 days prior to the meeting (Wednesday) and the supplemental agenda 4 days prior (Friday). The supplemental agenda will be limited to include only revisions to items that were included on the regular agenda (no new items).

Impact

Low Impact – This option has a low operational impact as it largely preserves current publishing practices while limiting supplemental agendas to revisions or modifications of previously published items. Departments retain the existing workflow structure and timeline expectations, minimizing disruption to internal processes. However, the ability to introduce entirely new items after the initial agenda has been published would be restricted, potentially delaying certain matters to future agendas. This approach balances compliance with the 120-hour rule while maintaining operational continuity.

OPPORTUNITIES

- No operational changes to internal deadlines or processes.
- Maintains flexibility for revising agenda titles that may need correction.

CHALLENGES

- May increase new read-in motions.
- Potential increase in read-in motions during meetings due to lack of supplemental updates, which may lead to a lack of clarity on the intent of the motion. Board Rules Section 22² limits the number of read-in motions that each Board member can bring forward, an increase of read-in motions may directly challenge that rule.
- Risk of decreased transparency if substantive changes occur during the meeting.
- May not meet the spirit/intent of the Measure G 120-hour rule.

RECOMMENDATION

Board Operations recommends Option 2: Advance agenda and supplemental deadlines by one week. This approach minimizes operational disruption, ensures compliance, and strengthens public engagement. To mitigate risks of verbal changes during meetings, we propose formal procedures for held items, including submission deadlines, requirement for written motions from Board offices, and adoption of concise agenda titles for both options to improve clarity and reduce supplemental entries.

To effectively meet the requirements of Measure G, it is essential that all options incorporate more comprehensive Board Rules. These rules should not only provide clarity during Board meetings but also empower the EO to initiate and enforce procedures and deadlines to carry out the provisions. This approach will enhance operational efficiency, promote transparency and encourage public engagement, ensuring that the Board operates effectively and remains accountable to the community.

KEY BENEFITS OF RECOMMENDED APPROACH

- Transparency: Extended review periods for stakeholders and the public.
- Public Engagement: Clearer agendas and predictable timelines.
- Operational Efficiency: Structured processes for revisions and supplemental postings.

**APPENDIX B
SAMPLE ONLY**

AGENDA FOR THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, CALIFORNIA

TUESDAY, MAY 12, 2026, 9:30 A.M.

BOARD HEARING ROOM 381B

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012

Hilda L. Solis
Chair
First District

Holly J. Mitchell
Chair Pro Tem
Second District

Janice Hahn
Supervisor
Fourth District



Lindsey P. Horvath
Supervisor
Third District

Kathryn Barger
Supervisor
Fifth District

Executive Officer
Edward Yen

AGENDA POSTED: May 6, 2026

MEETING TELEVISED: Wednesday, May 13, 2026 at 11:00 P.M. on KLCS

Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to Board meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent feasible. Please telephone the Executive Office of the Board at (213) 974-1426 (voice) or (213) 974-1707 (TTY), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Supporting documentation is available at the Executive Office of the Board located at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Room 383, Los Angeles, California 90012, and is also accessible on the Board of Supervisors' website at <http://bos.lacounty.gov/>

Máquinas de traducción disponibles a petición. Si necesita intérprete para las juntas de los Supervisores del Condado de Los Angeles, por favor llame (213) 974-1426 entre las horas de 8:00 a.m. a 5:00 p.m., lunes a viernes, con tres días de anticipación.

Invocation led by Rabbi Josh Kalev, Congregation Tikvat Jacob, Manhattan Beach (2).

Presentation of pet(s) for the County's Pet Adoption Program, as arranged by Supervisor Barger.

This appendix includes an excerpt from the regular Board meeting Legislative Agenda dated May 12, 2026. The annotated sample is provided to illustrate the structure of a standard Board agenda, highlighting the purpose and function of each section.

I. CONSENT CALENDAR

AGENDA SECTION HEADING FOR CONSENT CALENDAR. CONSENT items may be adopted by one motion; nonconfrontational items.

All matters are approved by one motion unless held.

BOARD OF SUPERVISORS 1 - 10

Department Category with agenda item number range

1.

Item Number

Appointments to Commissions/Committees/Special Districts

Agenda Item Title

Recommendations for appointment/reappointment or removal for Commissions/Committees/Special Districts (+ denotes reappointments):
Documents on file in the Executive Office.

Supervisor Lindsey P. Horvath

Jeanne Atangana, and Dorothy Fleisher, Commission on Alcohol and Other Drugs

Wilber Escorcia, Ph.D., Los Angeles County Commission for Older Adults

Yana Grammer, Sybil Brand Commission for Institutional Inspections

Supervisor Janice Hahn

Laurie A Jacobs, Commission on Alcohol and Other Drugs

Patrick J. Furey, JD, Los Angeles County Historical Landmarks and Records Commission (26-0069)

Attachments: [Public Comment/Correspondence](#)

Attachments to the Agenda Item: May be Motions, Board Letters, Cluster documents, Public Comment, and other documents that support the item

2. Motion to Proclaim June 13, 2026 and October 21, 2026 as “Countywide Wellness Challenge Days” throughout Los Angeles County, as submitted by Supervisor Solis. (26-2906)

Attachments: [Motion by Supervisor Solis](#)
[Public Comment/Correspondence](#)

3. Motion to Proclaim May 2026 as “Stroke Awareness Month” throughout Los Angeles County, as submitted by Supervisor Hahn. (26-2889)

Attachments: [Motion by Supervisor Hahn](#)
[Public Comment/Correspondence](#)

4. Motion for the South Bay Children’s Hospital Center’s 10K Swim for Mental Health Permit and Parking Fee Waiver on September 20, 2026, in the Amount Not to Exceed \$1,670, and Fee Waiver for Lifeguard Services, in the Amount Not to Exceed \$6,929.56, as submitted by Supervisor Hahn. (26-2890)

Attachments: [Motion by Supervisor Hahn](#)
[Public Comment/Correspondence](#)

Policy Matters

Consent Category

Agenda Entry Title

5. Protecting the Safety and Well-Being of County Residents in Medical Facilities Amid Increased Immigration Enforcement

The Agenda Entry is the Agenda Title and the Recommendation combined. The Recommendation is what the Board is being asked to approve; the action being requested.

Recommendation as submitted by Supervisor Solis: Instruct the Director of Health Services and County Counsel, in collaboration with the Office of Immigrant Affairs (OIA), to establish an internal committee (Committee) to oversee the implementation of the Department of Health Services' (DHS') Interactions with Civil Law Enforcement Agencies and Protocol for Patients in Civil Detention Policy (Policy), including the immediate training of DHS employees on the Policy. This committee shall include, but not be limited to, the following considerations:

The Committee shall be comprised of hospital personnel with experience in interacting with civil law enforcement, designated management representatives, hospital leadership, and other relevant County personnel, as well as County Counsel and OIA.

The Committee shall work with County Counsel and OIA to identify best practices for training staff who interact with patients in civil detention, based on lessons learned from their training and implementation of the Sensitive Locations Policy.

The Committee, in partnership with County Counsel and OIA shall develop a training plan for DHS staff on implementation of the DHS Policy that incorporates content about related policies including the Sensitive Locations Policy and legal defense provided to County workers charged with Federal criminal offenses per the conditions set forth in the Board's declaration on empowering County workers to serve all immigrants without interference.

The Committee shall collect feedback from DHS staff who interact with patients in civil detention and other community stakeholders to develop mechanisms to continue to update and improve the DHS Policy as needed, with the intent of protecting the safety of patients, visitors, and staff.

Report back to the Board in writing in 30 days on the above, including but not limited to, training conducted, feedback received, and how feedback was integrated into the policy, with quarterly reports thereafter.

Instruct the Director of Health Services, in partnership with County Counsel and OIA, to report back to the Board in writing in 30 days with plans to partner with health plans, the Hospital Association of Southern California, the Community Clinic Association of Los Angeles County, and hospitals, community clinics, and providers throughout the County, to continue to gather and share lessons learned on protecting staff, patients, and visitors, when interacting with civil law enforcement, including immigration enforcement. (26-2907)

Attachments: [Motion by Supervisor Solis \(Exempt From Cluster\)](#)
[Revised Motion by Supervisors Solis and Mitchell](#)
[Executed Document](#)
[Public Comment/Correspondence](#)

Attachments to the Agenda Item: May be Motions, Board Letters, Cluster documents, Public Comment, and other documents that support the item

Agenda Entry Title

6. **Avoiding the Disruption of Arts and Culture Services in Probation Camps and Halls**

Recommendation as submitted by Supervisor Mitchell: Direct the Juvenile Justice Coordinating Council (JJCC) to convene a meeting within 10 days of approval of this motion (on or before May 22, 2026) to consider and take action on the potential reallocation of up to \$1.2 million of the Department of Arts and Culture's (DAC) unused Juvenile Justice Crime Prevention Act Arts in Communities Program funding to DAC's Arts in Institutions Program, in order to maintain arts programming for youth in Probation camps and halls for the remainder of Fiscal Year 2025 - 2026.

Direct the heads of County departments with a voting representative on the JJCC to cooperate with the Chief Probation Officer (CPO) in his efforts to promptly schedule this meeting and achieve quorum at the time that the meeting is held. This should include making their JJCC representatives available to attend the meeting, as well as assisting and supporting the CPO in securing an adequate in-person meeting space, including, but not limited to, any meeting spaces the voting representative's County department owns or controls, for the purpose of ensuring compliance with Brown Act requirements. (26-2871)

Attachments: [Motion by Supervisor Mitchell \(Exempt From Cluster\)](#)
[Public Comment/Correspondence](#)

7. Expanding Opportunities for 2026 World Cup Fan Zones

Recommendation as submitted by Supervisors Barger and Hahn: Suspend Section 22.1 of the Rules of the Board for the limited purpose of considering this motion. Find that the proposed actions are exempt from the California Environmental Quality Act. Authorize the Interim Chief Executive Officer to:

Execute agreements, and any amendments, and meet matching funding requirements to secure sponsorships for the implementation of Unofficial and Official Fan Zones at County-owned or managed properties, or within cities in Los Angeles County;

Execute agreements, and any amendments, and meet matching funding requirements to accept any grants for the implementation of Unofficial and Official Fan Zones at County-owned or managed properties, or within cities in Los Angeles County; and

Execute agreements, and any amendments, with cities in Los Angeles County or other entities to receive sponsorship funding, grants, or other funding from the County for the purpose of implementing the Unofficial and Official Fan Zones, subject to the requirements of the funding source. (26-2900)

Attachments: [Motion by Supervisors Barger and Hahn \(Exempt From Cluster\)](#)
[Public Comment/Correspondence](#)

Executive Office

Department Category

8. Report by the Chief Sustainability Officer on the Blue Ribbon Commission on Climate Action and Fire Safe Recovery

Agenda Entry Title

Report by the Chief Sustainability Officer, in coordination with all relevant Department Heads, on an analysis of the Blue Ribbon Commission on Climate Action and Fire-Safe Recovery's June 2025 Final Commission Recommendations and Action Plan and January 2026 Status Update, as requested at the Board meeting of February 10, 2026. RECEIVE AND FILE.

NOTE: The Chief Sustainability Officer requests that this item be continued to June 16, 2026. (26-2579)

Attachments: [Report](#)

[Public Comment/Correspondence](#)

Attachments to the Agenda Item: May be Motions, Board Letters, Cluster documents, Public Comment, and other documents that support the item

9. Broadcast Management and Production Services Contract Amendment

Recommendation: Authorize the Executive Officer of the Board to execute an amendment to a contract with Pegasus Studios to increase the total contract amount by \$7,839,000, from \$33,773,000 to \$41,611,000 for system modernization projects and as-needed support services; revise language regarding Cost of Living Adjustments (COLAs); correct erroneous language and paragraph referencing; and update contract exhibits. Authorize the Executive Officer to adjust the annual Equipment Maintenance, Media Wall Support, Pool Dollar, and System Modernization allocations to reallocate unused funds to the subsequent contract year and/or reallocating funds between contract years to ensure sufficient funding, provided that sufficient funding exists, the total funds expended throughout the contract term do not exceed the overall funding allocation, and such services are considered critical and are validated by the Executive Office of the Board. Increase the maximum contract amount up to 10% of the not-to-exceed overall contract amount to support critical emergency services that may not be anticipated but may be essential to maintaining the continuity of Board broadcasting operation; increases shall be subject to the availability of budgeted funds and require notification to the Board and Interim Chief Executive Office two weeks prior to implementation; approve COLAs requested by the Contractor at the Executive Officer's discretion, for the duration of the contract term, subject to the availability of funds; and terminate the contract in accordance with the termination provisions in the contract. (NOTE: The Chief Information Officer recommends approval of this item.) (26-2594)

Attachments: [Board Letter](#)

[Public Comment/Correspondence](#)

10. Board of Supervisors Meeting Minutes for March 2026 and Special Districts for which the Board is the Governing Body, as recommended by the Executive Officer of the Board. **NOTE: The minutes for the month of March 2026 can be found online at:** <https://lacounty.gov/sop/> (26-2405)

Attachments:

[Board Letter](#)

[Public Comment/Correspondence](#)

SAMPLE ONLY

ADMINISTRATIVE MATTERS 11 - 58

AGENDA SECTION HEADING FOR ADMINISTRATIVE MATTERS, with agenda item number range

Chief Executive Office

Department Category

11. Third Party Administrative and Communications Services Sole Source Contract Amendment

Agenda Entry Title

Recommendation: Authorize the Interim Chief Executive Officer to execute a two-year sole source contract extension through June 30, 2028, and if necessary, an additional one-year sole source contract extension through June 30, 2029 with Empower Annuity Insurance Company of America for Third Party Administrative and Communications Services. (26-2605)

Attachments:[Board Letter](#)[Public Comment/Correspondence](#)

Attachments to the Agenda Item: May be Motions, Board Letters, Cluster documents, Public Comment, and other documents that support the item

12. Disbursement, Gratis Lease, and Leaseback Agreement

Recommendation: Authorize the Interim Chief Executive Officer to execute a proposed Disbursement Agreement with 350 South Figueroa, LLC to provide funding in an amount up to \$8,189,007 for the County's reimbursement of the Stabilization Work costs to be performed at the County's Portion of the World Trade Center (WTC) Garage. Authorize the Interim Chief Executive Officer to execute a proposed Lease with 350 South Figueroa, LLC, to provide access so that 350 South Figueroa LLC can provide and perform the Stabilization Work to the County's Portion of the WTC Garage. Authorize the Interim Chief Executive Officer to execute the Leaseback with 350 South Figueroa, LLC, to provide for continued use by the County and the public, during the Stabilization Work of the 1,184 parking spaces located within the County's Portion of the WTC Garage. Authorize and direct the Interim Chief Executive Officer to execute any other ancillary documentation necessary to effectuate the proposed Disbursement Agreement, Lease, and Leaseback and to take actions necessary and appropriate to implement the proposed Disbursement Agreement, Lease, and Leaseback. Find that the execution of the proposed Disbursement Agreement, Lease, and Leaseback are exempt from the California Environmental Quality Act. (26-2609)

Attachments:[Board Letter](#)[Public Comment/Correspondence](#)

13. Sale of Surplus Real Property in Unincorporated Topanga Canyon

Recommendation: Find that each of the surplus properties are no longer required for County or other public purposes and that each surplus property's appraised sales price does not exceed \$100,000. Order the sale of the surplus properties to be consummated, in accordance with California Government Code as authorized under Section 25526.7. Authorize the Interim Chief Executive Officer to execute an agreement for the sale of the County's right, title and interest in the surplus property located on Penny Road, south of Callon Drive, Topanga Canyon (Property 1) (3), to adjoining property owner Coothie Trust for \$67,500 and authorize the Interim Chief Executive Officer to take all further actions necessary and appropriate to complete the transaction contemplated by the agreement, including opening and management of escrow, any administrative adjustments to the transfer documents, execution of all the requisite documentation for the completion of the transfer, and execution of the deed conveying title to Coothie Trust. Authorize the Interim Chief Executive Officer to execute an agreement for the sale of the County's right, title and interest in the surplus property located on Penny Road, south of Callon Drive, Topanga Canyon (Property 2), to adjoining property owner William J. Buerge Trust for \$10,000 and authorize the Interim Chief Executive Officer to take all further actions necessary and appropriate to complete the transaction contemplated by the agreement, including opening and management of escrow, any administrative adjustments to the transfer documents, execution of all the requisite documentation for the completion of the transfer, and execution of the deed conveying title to William J. Buerge Trust. Instruct the Auditor-Controller to deposit the proceeds into the Asset Development Implementation Fund. Instruct the Assessor to place the surplus properties under the respective ownership of Coothie Trust and William J. Buerge Trust and add the surplus properties to the tax roll effective upon the transfer of title of Property One to Coothie Trust and Property Two to William J. Buerge Trust. Find that the proposed sale and conveyance of the surplus properties is not a project under the California Environmental Quality Act (CEQA) and is exempt from CEQA, or, alternatively, the activity is within the scope of the County's previously adopted Negative Declaration for the reasons stated in this letter and in the record of the proposed activity. (26-2608)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

14. Negotiated Exchange Property Tax Joint Resolution for Annexation of Territory

Recommendation: Adopt a joint resolution between the Board, as the Governing Body of the County, Consolidated Fire Protection District, and on behalf of the LA County Library and Road District No. 3; the City Council of the City of Los Angeles; the Board of Directors of the West Basin Municipal Water District (2), based on the negotiated exchange of property tax revenue as a result of the proposed Reorganization No. 2021-11, to annex approximately 0.64 acres of inhabited territory to the City of Los Angeles. Find that the proposed joint resolution is not subject to the California Environmental Quality Act. (26-2606)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

15. Employee Retirement Contribution Rates Adjustments

Recommendation: Adopt an amendment to the Fringe Benefit Memorandum of Understanding (MOU) with Service Employees International Union Local 721 implementing changes in employee retirement contribution rates. Adopt an amendment to the Fringe Benefit MOU with the Coalition of County Unions implementing changes in employee retirement contribution rates. Adopt a resolution implementing changes in employee retirement contribution rates for represented and non-represented employees who are members of Safety Member Plans A and B and General Member Plans A, B, C, D, effective July 1, 2026. Adopt the employee contribution rate changes effective July 1, 2026, for all represented and non-represented employees who are members of the Safety Member Plan C and General Member Plan G. Instruct the Auditor-Controller to make the system changes necessary to implement these recommendations. (Relates to Agenda No. 33) (26-2610)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

**APPENDIX C
SAMPLE ONLY**

AGENDA FOR THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, CALIFORNIA

TUESDAY, MAY 12, 2026, 9:30 A.M.

BOARD HEARING ROOM 381B

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012

Hilda L. Solis
Chair
First District

Holly J. Mitchell
Chair Pro Tem
Second District

Janice Hahn
Supervisor
Fourth District



Lindsey P. Horvath
Supervisor
Third District

Kathryn Barger
Supervisor
Fifth District

Executive Officer
Edward Yen

AGENDA POSTED: May 6, 2026

MEETING TELEVISED: Wednesday, May 13, 2026 at 11:00 P.M. on KLCS

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Supporting documentation is available at the Executive Office of the Board located at the Kenneth Hahn Hall of Administration, 500 West Temple Street, Room 383, Los Angeles, California 90012, and is also accessible on the Board of Supervisors' website at <http://bos.lacounty.gov/>

Máquinas de traducción disponibles a petición. Si necesita intérprete para las juntas de los Supervisores del Condado de Los Angeles, por favor llame (213) 974-1426 entre las horas de 8:00 a.m. a 5:00 p.m., lunes a viernes, con tres días de anticipación.

Invocation led by Rabbi Josh Kalev, Congregation Tikvat Jacob, Manhattan Beach (2).
Presentation of pet(s) for the County's Pet Adoption Program, as arranged by Supervisor Barger.

This is an example of what the QR Code on the inside cover of the printed agenda looks like. Refer to page 10 in the Board Letter for details.

BOARD MEETING

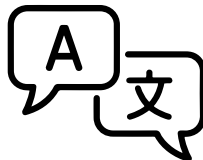
LOS ANGELES COUNTY BOARD OF SUPERVISORS' MEETING



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AGENDAS**



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EXECUTIVE OFFICE



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COUNTY OF LOS ANGELES

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This appendix provides the same excerpt from the regular Board meeting Legislative Agenda dated May 12, 2026, presented without annotations. Its purpose is to offer a clean, illustrated comparison of the current agenda text and how the agenda will appear when incorporating the recommended concise item descriptions. The text added is in *red italics*, and the text being removed or replaced is blue with ~~strike throughs~~.

I. CONSENT CALENDAR

All matters are approved by one motion unless held.

BOARD OF SUPERVISORS 1 - 10

1. **Appointments to Commissions/Committees/Special Districts**

Recommendations for appointment/reappointment or removal for
Commissions/Committees/Special Districts (+ denotes reappointments):
Documents on file in the Executive Office.

Supervisor Lindsey P. Horvath

Jeanne Atangana, and Dorothy Fleisher, Commission on Alcohol and
Other Drugs

Wilber Escorcia, Ph.D., Los Angeles County Commission for Older
Adults

Yana Grammer, Sybil Brand Commission for Institutional Inspections

Supervisor Janice Hahn

Laurie A Jacobs, Commission on Alcohol and Other Drugs

Patrick J. Furey, JD, Los Angeles County Historical Landmarks and
Records Commission (26-0069)

Attachments: [Public Comment/Correspondence](#)

2. Motion to Proclaim June 13, 2026 and October 21, 2026 as “Countywide Wellness Challenge Days” throughout Los Angeles County, as submitted by Supervisor Solis. (26-2906)

Attachments: [Motion by Supervisor Solis](#)
[Public Comment/Correspondence](#)

3. Motion to Proclaim May 2026 as “Stroke Awareness Month” throughout Los Angeles County, as submitted by Supervisor Hahn. (26-2889)

Attachments: [Motion by Supervisor Hahn](#)
[Public Comment/Correspondence](#)

4. Motion for the South Bay Children’s Hospital Center’s 10K Swim for Mental Health Permit and Parking Fee Waiver on September 20, 2026, in the Amount Not to Exceed \$1,670, and Fee Waiver for Lifeguard Services, in the Amount Not to Exceed \$6,929.56, as submitted by Supervisor Hahn. (26-2890)

Attachments: [Motion by Supervisor Hahn](#)
[Public Comment/Correspondence](#)

Policy Matters**5. Protecting the Safety and Well-Being of County Residents in Medical Facilities Amid Increased Immigration Enforcement**

Recommendation as submitted by Supervisor Solis: Instruct the Director of Health Services and County Counsel, in collaboration with the Office of Immigrant Affairs (OIA), to establish an internal committee (Committee) to oversee the implementation of the Department of Health Services' (DHS') Interactions with Civil Law Enforcement Agencies and Protocol for Patients in Civil Detention Policy (Policy), including the immediate training of DHS.

The Committee shall be comprised of hospital personnel with experience in interacting with civil law enforcement, designated management representatives, hospital leadership, and other relevant County personnel, as well as County Counsel and OIA.

The Committee shall work with County Counsel and OIA to identify best practices for training staff who interact with patients in civil detention, based on lessons learned from their training and implementation of the Sensitive Locations Policy.

The Committee, in partnership with County Counsel and OIA shall develop a training plan for DHS staff on implementation of the DHS Policy that incorporates content about related policies including the Sensitive Locations Policy and legal defense provided to County workers charged with Federal criminal offenses per the conditions set forth in the Board's declaration on empowering County workers to serve all immigrants without interference.

The Committee shall collect feedback from DHS staff who interact with patients in civil detention and other community stakeholders to develop mechanisms to continue to update and improve the DHS Policy as needed, with the intent of protecting the safety of patients, visitors, and staff.

Report back to the Board in writing in 30 days on the above, including but not limited to, training conducted, feedback received, and how feedback was integrated into the policy, with quarterly reports thereafter.

Instruct the Director of Health Services, in partnership with County Counsel and OIA, to report back to the Board in writing in 30 days with plans to partner with health plans, the Hospital Association of Southern California, the Community Clinic Association of Los Angeles County, and hospitals, community clinics, and providers throughout the County, to continue to gather and share lessons learned on protecting staff, patients, and visitors, when interacting with civil law enforcement, including immigration enforcement. (26-2907)

Attachments: [Motion by Supervisor Solis \(Exempt From Cluster\)](#)
[Revised Motion by Supervisors Solis and Mitchell](#)
[Executed Document](#)
[Public Comment/Correspondence](#)

6. Avoiding the Disruption of Arts and Culture Services in Probation Camps and Halls

Recommendation as submitted by Supervisor Mitchell: Direct the Juvenile Justice Coordinating Council (JJCC) to convene a meeting within 10 days of approval of this motion (on or before May 22, 2026) to consider and take action on the potential reallocation of up to \$1.2 million of the Department of Arts and Culture's (DAC) unused Juvenile Justice Crime Prevention Act Arts in Communities Program funding to DAC's Arts in Institutions Program, in order to maintain arts programming for youth in Probation camps and halls for the remainder of Fiscal Year 2025 - 2026.

Direct the heads of County departments with a voting representative on the JJCC to cooperate with the Chief Probation Officer (CPO) in his efforts to promptly schedule this meeting and achieve quorum at the time that the meeting is held. This should include making their JJCC representatives available to attend the meeting, as well as assisting and supporting the CPO in securing an adequate in-person meeting space, including, but not limited to, any meeting spaces the voting representative's County department owns or controls, for the purpose of ensuring compliance with Brown Act requirements. (26-2871)

Attachments: [Motion by Supervisor Mitchell \(Exempt From Cluster\)](#)
[Public Comment/Correspondence](#)

7. Expanding Opportunities for 2026 World Cup Fan Zones

Recommendation as submitted by Supervisors Barger and Hahn: Suspend Section 22.1 of the Rules of the Board for the limited purpose of considering this motion. Find that the proposed actions are exempt from the California Environmental Quality Act. Authorize the Interim Chief Executive Officer to:

Execute agreements, and any amendments, and meet matching funding requirements to secure sponsorships for the implementation of Unofficial and Official Fan Zones at County-owned or managed properties, or within cities in Los Angeles County;

Execute agreements, and any amendments, and meet matching funding requirements to accept any grants for the implementation of Unofficial and Official Fan Zones at County-owned or managed properties, or within cities in Los Angeles County; and

Execute agreements, and any amendments, with cities in Los Angeles County or other entities to receive sponsorship funding, grants, or other funding from the County for the purpose of implementing the Unofficial and Official Fan Zones, subject to the requirements of the funding source. (26-2900)

Attachments: [Motion by Supervisors Barger and Hahn \(Exempt From Cluster\)](#)
[Public Comment/Correspondence](#)

Executive Office**8. Report by the Chief Sustainability Officer on the Blue Ribbon Commission on Climate Action and Fire Safe Recovery**

Report by the Chief Sustainability Officer, in coordination with all relevant Department Heads, on an analysis of the Blue Ribbon Commission on Climate Action and Fire-Safe Recovery's June 2025 Final Commission Recommendations and Action Plan and January 2026 Status Update, as requested at the Board meeting of February 10, 2026. RECEIVE AND FILE.

NOTE: The Chief Sustainability Officer requests that this item be continued to June 16, 2026. (26-2579)

Attachments: [Report](#)
[Public Comment/Correspondence](#)

9. Broadcast Management and Production Services Contract Amendment

Recommendation: Authorize the Executive Officer of the Board to execute an amendment to a contract with Pegasus Studios to increase the total contract amount by \$7,839,000, from \$33,773,000 to \$41,611,000 **and approving the related contract amendments.** ~~for system modernization projects and as-needed support services; revise language regarding Cost of Living Adjustments (COLAs); correct erroneous language and paragraph referencing; and update contract exhibits. Authorize the Executive Officer to adjust the annual Equipment Maintenance, Media Wall Support, Pool Dollar, and System Modernization allocations to reallocate unused funds to the subsequent contract year and/or reallocating funds between contract years to ensure sufficient funding, provided that sufficient funding exists, the total funds expended throughout the contract term do not exceed the overall funding allocation, and such services are considered critical and are validated by the Executive Office of the Board. Increase the maximum contract amount up to 10% of the not-to-exceed overall contract amount to support critical emergency services that may not be anticipated but may be essential to maintaining the continuity of Board broadcasting operation; increases shall be subject to the availability of budgeted funds and require notification to the Board and Interim Chief Executive Office two weeks prior to implementation; approve COLAs requested by the Contractor at the Executive Officer's discretion, for the duration of the contract term, subject to the availability of funds; and terminate the contract in accordance with the termination provisions in the contract. (NOTE: The Chief Information Officer recommends approval of this item.) (26-2594)~~

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

10. Board of Supervisors Meeting Minutes for March 2026 and Special Districts for which the Board is the Governing Body, as recommended by the Executive Officer of the Board. **NOTE: The minutes for the month of March 2026 can be found online at:** <https://lacounty.gov/sop/> (26-2405)

Attachments:

[Board Letter](#)

[Public Comment/Correspondence](#)

SAMPLE ONLY

ADMINISTRATIVE MATTERS 11 - 58**Chief Executive Office****11. Third Party Administrative and Communications Services Sole Source Contract Amendment**

Recommendation: Authorize the Interim Chief Executive Officer to execute a two-year sole source contract extension through June 30, 2028, and if necessary, an additional one-year sole source contract extension through June 30, 2029 with Empower Annuity Insurance Company of America for Third Party Administrative and Communications Services. (26-2605)

Attachments: [Board Letter](#)

[Public Comment/Correspondence](#)

12. Disbursement, Gratis Lease, and Leaseback Agreement

Recommendation: Authorize the Interim Chief Executive Officer to execute: *a) a Disbursement Agreement with 350 South Figueroa, LLC, in an amount not to exceed \$8,189,007 for reimbursement of stabilization work to the County's portion of the World Trade Center Garage; b) a Lease with 350 South Figueroa, LLC, to provide access to the County's portion of the World Trade Center Garage for the stabilization work; and c) a Leaseback with 350 South Figueroa, LLC, to allow continued County and public use of the County's portion of the World Trade Center Garage during the stabilization work.*

~~proposed Disbursement Agreement with 350 South Figueroa, LLC to provide funding in an amount up to \$8,189,007 for the County's reimbursement of the Stabilization Work costs to be performed at the County's Portion of the World Trade Center (WTC) Garage. Authorize the Interim Chief Executive Officer to execute a proposed Lease with 350 South Figueroa, LLC, to provide access so that 350 South Figueroa LLC can provide and perform the Stabilization Work to the County's Portion of the WTC Garage. Authorize the Interim Chief Executive Officer to execute the Leaseback with 350 South Figueroa, LLC, to provide for continued use by the County and the public, during the Stabilization Work of the 1,184 parking spaces located within the County's Portion of the WTC Garage. Authorize and direct the Interim Chief Executive Officer to execute any other ancillary documentation necessary to effectuate the proposed Disbursement Agreement, Lease, and Leaseback and to take actions necessary and appropriate to implement the proposed Disbursement Agreement, Lease, and Leaseback.~~

Find that the execution of the proposed Disbursement Agreement, Lease, and Leaseback are exempt from the California Environmental Quality Act. (26-2609)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

13. Sale of Surplus Real Property in Unincorporated Topanga Canyon

Recommendation: *1) Find that the two surplus properties are no longer required for County or other public purposes, that each property's appraised value does not exceed \$100,000, and order their sale in accordance with Government Code section 25526.7.; 2) Authorize the Interim Chief Executive Officer to execute: a) an agreement for the sale of the County's interest in Property 1, located on Penny Road south of Callon Drive, Topanga Canyon, to the Coothie Trust for \$67,500; and b) an agreement for the sale of the County's interest in Property 2, located on Penny Road south of Callon Drive, Topanga Canyon, to the William J. Buerge Trust for \$10,000; 3) Instruct the Auditor-Controller to deposit the sale proceeds into the Asset Development Implementation Fund; and 4) Instruct the Assessor to transfer ownership of the*

properties to the respective purchasers and place the properties on the tax roll upon transfer of title.

~~Find that each of the surplus properties are no longer required for County or other public purposes and that each surplus property's appraised sales price does not exceed \$100,000. Order the sale of the surplus properties to be consummated, in accordance with California Government Code as authorized under Section 25526.7. Authorize the Interim Chief Executive Officer to execute an agreement for the sale of the County's right, title and interest in the surplus property located on Penny Road, south of Callon Drive, Topanga Canyon (Property 1) (3), to adjoining property owner Coothie Trust for \$67,500 and authorize the Interim Chief Executive Officer to take all further actions necessary and appropriate to complete the transaction contemplated by the agreement, including opening and management of escrow, any administrative adjustments to the transfer documents, execution of all the requisite documentation for the completion of the transfer, and execution of the deed conveying title to Coothie Trust. Authorize the Interim Chief Executive Officer to execute an agreement for the sale of the County's right, title and interest in the surplus property located on Penny Road, south of Callon Drive, Topanga Canyon (Property 2), to adjoining property owner William J. Buerge Trust for \$10,000 and authorize the Interim Chief Executive Officer to take all further actions necessary and appropriate to complete the transaction contemplated by the agreement, including opening and management of escrow, any administrative adjustments to the transfer documents, execution of all the requisite documentation for the completion of the transfer, and execution of the deed conveying title to William J. Buerge Trust. Instruct the Auditor-Controller to deposit the proceeds into the Asset Development Implementation Fund. Instruct the Assessor to place the surplus properties under the respective ownership of Coothie Trust and William J. Buerge Trust and add the surplus properties to the tax roll effective upon the transfer of title of Property One to Coothie Trust and Property Two to William J. Buerge Trust. Find that the proposed sale and conveyance of the surplus properties is not a project under the California Environmental Quality Act (CEQA) and is exempt from CEQA, or, alternatively, the activity is within the scope of the County's previously adopted Negative Declaration for the reasons stated in this letter and in the record of the proposed activity. (26-2608)~~

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

14. Negotiated Exchange Property Tax Joint Resolution for Annexation of Territory

Recommendation: Adopt a joint resolution between the Board, as the Governing Body of the County, Consolidated Fire Protection District, and on behalf of the LA County Library and Road District No. 3; the City Council of the City of Los Angeles; the Board of Directors of the West Basin Municipal Water District (2), based on the negotiated exchange of property tax revenue as a result of the proposed Reorganization No. 2021-11, to annex approximately 0.64 acres of inhabited territory to the City of Los Angeles. Find that the proposed joint resolution is not subject to the California Environmental Quality Act. (26-2606)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

15. Employee Retirement Contribution Rates Adjustments

Recommendation: Adopt **1)** an amendment to the Fringe Benefit Memorandum of Understanding (MOU) with Service Employees International Union Local 721 implementing changes in employee retirement contribution rates; ~~Adopt 2)~~ an amendment to the Fringe Benefit MOU with the Coalition of County Unions implementing changes in employee retirement contribution rates.; **3)** Adopt a resolution implementing changes in employee retirement contribution rates for represented and non-represented employees who are members of Safety Member Plans A and B and General Member Plans A, B, C, D, effective July 1, 2026.; **4)** ~~Adopt~~ the employee contribution rate changes effective July 1, 2026, for all represented and non-represented employees who are members of the Safety Member Plan C and General Member Plan G.; **and 5)** ~~instruct~~ the Auditor-Controller to make the system changes necessary to implement these recommendations. (Relates to Agenda No. 33) (26-2610)

Attachments: [Board Letter](#)
[Public Comment/Correspondence](#)

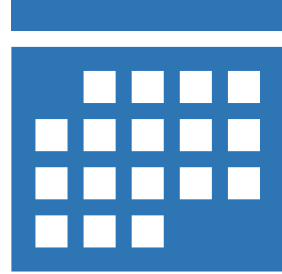
APPENDIX D

AGENDA DEADLINE COMPARISON (BOARD MOTION)

Cluster Committee	Target BOS Agenda Date	Board Motion to EO Staff	Cluster Agenda Posted	Cluster Meeting	Non-Cluster Motion Filing Due Date	Agenda Published
Current Process						
Weekly	10/6/2026	9/16/2026	9/18/2026	9/23/2026	9/30/2026	9/30/2026
EDPC	10/6/2026	9/9/2026	9/11/2026	9/17/2026	9/30/2026	9/30/2026
HSH	10/6/2026	9/16/2026	9/18/2026	9/24/2026	9/30/2026	9/30/2026
 20-27 Days # Days from submission to BOS Meeting   27-34 Days						
Proposed Process						
Weekly	10/6/2026	9/9/2026	9/11/2026	9/16/2026	9/25/2026	9/25/2026
EDPC	10/6/2026	9/9/2026	9/11/2026	9/17/2026	9/25/2026	9/25/2026
HSH	10/6/2026	9/2/2026	9/4/2026	9/10/2026	9/25/2026	9/25/2026

APPENDIX D

AGENDA DEADLINE COMPARISON (DEPARTMENTAL)

Cluster Committee	Target BOS Agenda Date	Draft Docs due to Analyst	Documents to Cluster	Present at Cluster Meeting	BDL Filing Due Date	Agenda Published
Current Process						
Weekly	10/6/2026	8/26/2026	9/2/2026	9/16/2026	9/17/2026	9/30/2026
EDPC	10/6/2026	N/A	8/27/2026	9/3/2026	9/17/2026	9/30/2026
HSH	10/6/2026	8/19/2026	9/3/2026	9/10/2026	9/17/2026	9/30/2026
 # Days from submission to BOS Meeting 41-54 Days 48 Days  						
Proposed Process						
Weekly	10/6/2026	8/19/2026	8/26/2026	9/9/2026	9/12/2026	9/25/2026
EDPC	10/6/2026	N/A	8/27/2026	9/3/2026	9/12/2026	9/25/2026
HSH	10/6/2026	8/19/2026	9/3/2026	9/10/2026	9/12/2026	9/25/2026