



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF
March 14, 2022, at 10:00 a.m.

County of Los Angeles
Quality and Productivity
Commission

565 Kenneth Hahn
Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Telephone: (213) 974-1361
(213) 974-1390
(213) 893-0322

Website: qpc.lacounty.gov

Virtual Meeting
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Meeting ID: 823 6733 4245

Passcode: 505831

Call in Number: (669) 900-9128

CALL TO ORDER

Nichelle Henderson, Chair, called the meeting of the Quality and Productivity Commission to order at 10:04 a.m. Before taking roll call, she acknowledged the newest Commissioners - Yasmine-Imani McMorrin appointed by the 2nd District and joint Chief Executive Office-Quality and Productivity Commission appointee Dion Rambo. She will have a more proper introduction of the new commissioners later in the meeting.

To ensure there is a quorum for today's meeting, she asked Laura Perez, Program Manager, for a roll call.

THE FOLLOWING COMMISSIONERS WERE PRESENT (TAKEN BY ROLL CALL):

- Viggo Butler, Yasmine-Imani McMorrin
Teresa Dreyfuss, Blaine Meek
Rodney Gibson, Scott Palmer
Nancy Harris, William Parent
Nichelle Henderson, Jeffrey Penichet
Shawn Landres, Dion Rambo
Huasha Liu, William Wright
Edward McIntyre

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Arman Depanian, Chair

ABSENT

- Commissioner Jacki Bacharach
Commissioner Maxwell Billieon
Jackie Guevarra, Executive Director

- Chair: Nichelle M. Henderson
First Vice Chair: E. Scott Palmer
Second Vice Chair: Teresa Dreyfuss
Immediate Past Chair: Jacki Bacharach

- Chairs Emeriti: Rodney C. Gibson, Ph.D., J. Shawn Landres, Ph.D., Edward T. McIntyre

- Maxwell Billieon, Viggo Butler, Nancy G. Harris, Huasha Liu, Yasmine-Imani McMorrin, Blaine J. Meek, William B. Parent, Jeffrey Jorge Penichet, Dion Rambo, Will Wright

Executive Director: Jackie T. Guevarra, CPA

Program Manager: Laura Perez

Program Support: Tammy Johnson

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson made the following statement regarding AB 361.

As previously reported, the State legislature passed AB 361 to continue to allow broader access through teleconferencing options, consistent with the Governor's executive orders, permitting expanded use of teleconferencing during the COVID-19 pandemic. The Governor signed AB 361 into law on September 16, 2021, which took effect immediately.

On September 28, 2021, the Board of Supervisors (Board) reported that the Board and commissions, task forces, committees, etc., which were either created by the Board, or were created at the Board's direction, and are subject to the Brown Act, will continue to meet via teleconferencing, in compliance with AB 361, while we are under a state of emergency, and while state and local officials continue to recommend measures to promote social distancing. On January 11, 2022, the Board elected to continue meeting under AB 361.

The Board will reconsider the circumstances of the state of emergency to determine whether teleconferencing should continue every 30 days, as required by the law. As such, the Commission will continue "to meet via teleconferencing" in compliance with AB 361 until such time as deemed otherwise by the Board.

OPENING REMARKS

Commissioner Henderson welcomed everyone to the March 14, 2022, meeting and noted the meeting is being recorded. She announced that members of the public could send their questions or comments to Laura Perez during the meeting via email at lperez@bos.lacounty.gov or via the chat feature. Please inform Laura Perez via email or the chat feature which item(s) you have a comment on. Any information received will become part of the official meeting record. She also announced that the opportunity to speak and vote on the agenda items will be taken by roll call.

Members of the public were also given the opportunity to send their comments and questions to Executive Director, Jackie Guevarra, by March 13, 2022, 4:00 p.m. No written comments were received. However, members of the public could continue to send public comment to Laura Perez during the meeting. Any information received will become part of the official meeting record.

APPROVAL OF THE JANUARY 24, 2022, MINUTES

Commissioner McIntyre moved to approve the minutes of January 24, 2022, seconded by Commissioner Dreyfuss. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Butler, Dreyfuss, Gibson, Henderson, Landres, Liu, Meek McIntyre, Palmer, Parent, Penichet, Rambo, and Wright
No: None

Abstain: Commissioner McMorris

Commissioner Harris was not present during this item and did not vote.

PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, FISCAL YEAR 2021-2022, 3RD QUARTER

Fund Balance Report

Commissioner McIntyre reported that two proposals are before the Commission for consideration in the 3rd Quarter of Fiscal Year 2021-2022. As of December 31, 2021, the outstanding PIF fund balance is \$6,054,500. The two proposals being heard today total \$456,200. If both projects are approved today, the fund balance would be \$5,598,300.

PIF Annual and Final Reports

Commissioner McIntyre reported that the PIF Annual and Final Reports were due from County Departments on January 30, 2022. Copies of the reports have been distributed to Commissioners. As protocol, the Productivity Investment Board will review and discuss the reports at the May 23, 2022, meeting. If any Commissioner has questions or comments on these reports, please communicate them to Commission staff who will relay the information to the PIB for discussion.

Presentation of PIF Proposals for Discussion and Action

22.12 – Public Health, for *Home Visiting Integration Project (H-VIP)*, \$181,200 Grant

Dr. Barbara Ferrer, Dr. Deborah Allen, Linda Aragon, Saaran Vidyakumar, Avi Goldenberg, and Catherine Mak were in attendance to support and answer any questions regarding the project.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$181,200 Grant.

Commission Parent presented the project. The grant would be used to hire a project coordinator and technical consultant to enhance Los Angeles County's network of pregnancy-through-early childhood home visiting programs, which are hampered by disparate data systems in place across program models.

After discussion and questions, Commissioner Landres moved to approve a \$181,200 grant. He also asked the Department to amend their proposal and remove references to come back to the Commission for funding based on outcomes of the project. The motion was seconded by Commissioner Gibson and approved by the following vote (taken by roll call):

Nos: None

Yes: Commissioners Butler, Dreyfuss, Gibson, Henderson, Landres, Liu, McIntyre, McMorris, Meek, Palmer, Parent, Penichet, Rambo, and Wright

Abstain: None

Commissioner Harris was not present during this item and did not vote.

22.9 – Human Resources for *Situational Judgment Tests*, \$275,000 Grant

Lisa Garrett, Jeremiah McFarland, Joshua Brandt, Pamela Missett, Johan Julin, Roozan Zarifan, Leslie Foxvog and Molly Gonzalez were in attendance to support the proposal and answer questions regarding the project.

Commissioner McIntyre reported there is a motion out the Productivity Investment Board (PIB) recommending a \$275,000 Grant.

Commissioners McIntyre and Henderson presented the project. The grant will be used to purchase an online system to administer Situational Judgment Tests, replacing subjective hiring methods such as interviews.

After discussion and questions, Commissioner Landres moved to amend the motion to approve a \$275,000 recoverable grant. The amendment was seconded by Commissioner Meek and unanimously approved (taken by roll call).

Nos: None

Yes: Commissioners Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorris, Meek, Palmer, Parent, Penichet, Rambo and Wright

Abstain: None

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE

Commissioner Henderson reported the following:

- The next biannual meeting with Fesia Davenport, Chief Executive Officer, will be on Friday, March 18, 2022
- In 2021, the commission sent a digitization survey to the Productivity Managers' Network asking for a list of manual processes that could benefit from digitization. We received responses from 18 departments on 510 itemized processes. A Digitization ad hoc Committee consisting of the Chair and Commissioners Jacki Bacharach and Shawn Landres will review the list to identify common trends
- The NFL has a tradition of supporting a "community project: in the host City of the Super Bowl. This year, the City of Inglewood hosted the super bowl, so the NFL, in partnership with LA 84/Play Equity Fund and the Department of Parks and Recreation (DPR) held an official ribbon cutting ceremony for the Mobile Recreation Van, which offers year-round recreational services to communities that are not being served by recreational programs. The Commission funded the Parks and Recreation Mobile Recreation project with a \$159,000 grant. The

ribbon cutting ceremony was held on February 10. Jackie Guevarra and the Chair were invited to attend the ceremony by DPR. It was a great opportunity to highlight the Commission's work and see one of many projects funded

- We welcome two new Commissioners. Commissioner Yasmine-Imani McMorrin, a 2nd District appointee (appointed on December 21, 2021) and Commission Dion Rambo, joint CEO/QPC appointee (appointed on February 15, 2022)
 - Commissioner Yasmine-Imani McMorrin is an attorney, equity advocate, and mom. In November 2020, Yasmine-Imani was elected as a Council Member in Culver City. She is the first Black woman to serve in this capacity. She sits on various Ad hoc committees on the City Council including Education, Housing and Homelessness, and Sustainability, among others. Yasmine-Imani is employed as the Director of Advocacy and Stakeholder engagement for Diversity in Leadership Institute. She is a graduate of the Los Angeles African American Women's Public Policy Institute (LAAAWPPI) and New Leaders Council Los Angeles. She earned a J.D. from Rutgers School of Law and B.A. in Economics from Spelman College (**partial biography**)
 - Commissioner Dion Rambo is the founder and CEO of Rambo House, a full-service marketing firm. His expertise includes public relations, event and media coordination, advertising, branding, and social media marketing. He is also the founder and CEO of TeleHealth Vans, a company he created during the pandemic to solve the problem of lack of access to ongoing mental health services in underserved communities in Los Angeles. TeleHealth Vans has facilitated more than 10,000 telehealth visits with mental health therapists for Los Angeles' low-income community. He was born and raised in South Los Angeles, serves on the Board of Directors of the Food Bank of Southern California, and is a member of the City of Los Angeles Board of Public Works Ad Hoc Business Advisory Committee. (**Partial biography**)
- Commissioner Huasha Liu was recently reappointed as a joint CEO/QPC appointee
- Commissioner Blaine Meek announced his retirement. His last day is April 1, 2022, after 43 years of service to the County. He plans to spend more time with his family.
 - Blaine Meek was appointed to the Quality and Productivity Commission on May 19, 2017. Since 2006, he has served as Chair of the Coalition of County Unions. He also serves as General Counsel for the California Association of Professional Employees and has represented other County Unions. He has a juris doctorate from the Pepperdine University School of Law and earned a Master of Law in Dispute Resolution from the same university. He graduated from Arizona State University with a bachelor's in political science. He is a member of the State Bar of California. Blaine has served in numerous Commission committees, including as Vice Chair of the 2021 Leadership Conference, the Commission's first ever virtual conference. He is this year's Leadership Conference Chair. We wish him well in retirement!

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING

Arman Depanian, Chair, reported the following:

- A new Productivity Manager's orientation was held on February 2, 2022. New managers are from Health Services/Rancho, Chief Executive Office, and Superior Court.
- On February 16, 2022, the first PMN General Meeting and Training was held virtually via Zoom
 - Forty-seven Managers attended, including Commissioners Palmer and Billieon, who serve as PMN Co-liaisons for the Commission
 - Edwin Tom and Victor Rafolla, Retirement Benefits Specialists, Los Angeles County Retirement Association (LACERA), gave a presentation on *My LACERA – Connecting with Your Personal Retirement Network.* It was very informative, and Managers appreciated learning about the various services provided on the My LACERA portal and the importance of registering into the system
 - Susan Linschoten and Arman Depanian also gave a presentation on the Productivity Investment Fund (PIF) process.
 - Commissioner Billieon wrapped-up the meeting by providing Commission Announcements, including the dates to the 2022 Leadership Conference and Productivity and Quality Awards (PQA) programs.
- The PMN Executive Committee held a special meeting on March 1, 2022 to discuss questions posed by the PQA ad hoc Committee (e.g., guidelines, awards categories, etc.)
- The Executive Committee will meet again on April 6, 2022. This meeting will include the PQA Ad Hoc Committee Chair. The PMN Executive Committee will also plan the May 4, 2022 PMN General Meeting and Training which includes PQA training

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS

Laura Perez, Program Manager, reported on behalf of Jackie T. Guevarra, Executive Director:

- Although the Board approved a continuance of teleconference meetings subject to AB 361, Commission staff has been meeting with the Executive Office to prepare County meeting rooms for hybrid meetings
- Statement of Economic Interests Form 700 are due on April 1, 2022, please complete the electronic forms online before the deadline. If you need to submit a hard copy, please contact Jackie Guevarra, Executive Director
- Kirstin Sakoda, Director, Department of Arts & Culture reached out to Jackie T. Guevarra on March 2, 2022, to discuss the Countywide Cultural Policy Strategy. The Department of Arts and Culture plans to roll out the *Countywide Cultural Policy Strategy Proposals: Expand Arts and Impact with the Quality and Productivity Commission* campaign to encourage County Departments to apply for funding from the Productivity Investment Fund in partnership with the Department of Arts and Culture

- LACMA offered to provide a special tour of two upcoming museum events. So far, 6 Commissioners have expressed an interest. Please respond to Jackie Guevarra with your availability as soon as possible
- Commission staff is working on the Spring Quarterly Newsletter (due out on March 31, 2022), the 2021 Annual Report, 2022 Shared Practices Report, and onboarding two new Commissioners, Yasmine-Imani McMorris and Dion Rambo
- If any Commissioners with outstanding training(s) is experiencing any access issues, they should contact Jackie Guevarra
- The Anti-racism, Diversity, and Inclusion (ARDI) is hosting a series of interactive sessions to help guide the Countywide Racial Equity strategic planning process and implementation efforts. These sessions will kick-off the community engagement activities and are designed to foster dialogue around potential strategic initiatives that will drive the work to eliminate systemic drivers leading to racial gaps in our life course outcomes. Diverse community stakeholder groups are encouraged to attend and provide recommendations and feedback critical to ensuring the development of a well-coordinated and effective plan. Jackie sent the email with the link to register. All Commissioners are welcome to attend!
- Jackie Guevarra would like to thank all Commissioners for signing up for the 2022 Department visits and to those agreeing to lead the visits

TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020) – PROSPER LA UPDATE (AGENDA #8)

Commissioner Nichelle Henderson, Chair, reported the following:

- The report as of December 31, 2021, was issued February 7, 2022 – a copy of the report is included in today's meeting packet
- The next biannual report is as of June 30, 2022

LEADERSHIP CONFERENCE AD HOC COMMITTEE UPDATE (AGENDA #9)

Commissioner Meek, Chair, Leadership Conference ad hoc Committee, gave the following report:

- The conference is scheduled on Wednesday, June 1, 2022, from 9:00 a.m. – 11:30 a.m., at the Music Center. It will be an in-person meeting, subject to Public Health requirements
- The Theme is: *People First: Expanding Possibilities*
- Supervisor Holly Mitchell and CEO Fesia Davenport are confirmed to attend. Keynote speaker from the private industry and guest speaker from labor are both pending. Confirmed County panel speakers include Lisa Garrett, Director of Human Resources (moderator), Erika Anzoategui, Alternate Public Defender, Dr. Jonathan Sherin, Director, Department of Mental Health and Norma Garcia-Gonzales, Director, Department of Parks and Recreation
- Staff are working with the Graphic Arts Unit on the event flyer graphics

DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA #10)

Commissioner Palmer, Chair, Department Visit ad hoc Committee, gave the following report:

- There are 16 Department Visits scheduled in 2022
- The visit to the Fire Department has been rescheduled from Thursday, March 24, 2022, to Thursday, April 14, 2022. For those who were originally scheduled to attend, please re-confirm with Tammy Johnson if you can still attend
- Department Visits are scheduled as virtual for now unless departments choose to meet in-person. Commission staff will provide updates as needed
- We have completed 3 Department Visits since February 2022 (District Attorney, Executive Office of the Board of Supervisors, and Internal Services Department)

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA #11)

Commissioner Butler, Chair, Procurement ad hoc Committee, reported the following:

- The ad Committee last met on March 2, 2022. The plan is to draft a Board motion with the Fifth Supervisorial District, with recommendations on how to move the County's procurement transformation forward. The Internal Services Department is supportive of a Board Motion
- Will be asking Dion Rambo to join the ad hoc committee. As a partner of the County, he may have insight into the County's procurement practices and/or bring in best practices from other jurisdictions.
- At the Department Visit with the Internal Services Department on March 10, 2022 the Department provided an update on their efforts to transform existing procurement and contracting processes
- Michael Owh, Chief Deputy Director, plans to provide an update at the Commission's April 25, 2022, meeting on their efforts

STRATEGIC LEARNING REPORT AD HOC COMMITTEE UPDATE (AGENDA #12)

Commissioner Harris, Chair, Strategic Learning Report ad hoc Committee reported the following:

- Thanked the committee members for their time and input. The ad hoc Committee met on March 8, 2022, to finalize the 2021 trends:
 - Mature: Collaboration
 - Current: Remote Work and Anti Racism, Diversity, Equity, and Inclusion
 - Emerging: Digitization
- Jackie Guevarra, Executive Director, is preparing the final draft with the trend description, lead in sentences, and examples selected for the ad hoc Committee's final review
- Gail Bristo, Productivity Manager, Public Defender, recently announced her retirement from the County. The Commission thanks her for her contributions to this year's ad hoc Committee and Operational Trends Report. We wish her well on her retirement

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) (AGENDA #13)

Commissioner McIntyre made the following report:

- The CCJCC met on March 9, 2022, at noon. Two presentations were made. The first was on Commercial Sexual Exploitation of Children. Sexually exploited

children should not be treated as criminals, but as victims. The Department of Children and Family Services, Sheriff, and Probation have been collecting data over the last several years. 95% have been touched by the child welfare system. The biggest problem is to get them to testify in court because someone was murdered for testifying. They are trying to make progress on this issue

- The second presentation was on expanding access to Medications for Addiction Treatment among the justice-involved population. People are falling through the cracks

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#12) – FOR DISCUSSION ONLY

Commissioner Palmer stated that Los Angeles Fleet Week has been scheduled for Memorial Day Weekend. It also lines up with New York Fleet Week. If anyone is interested, he will send additional information later.

Commissioner Landres stated that there is no update on PQA officially but wanted to let the newer Commissioners to save the date. Laura Perez, Program Manager, stated the Music Center has confirmed the 19th Annual Leadership Conference on Wednesday, June 1, 2022, and the 35th Annual PQA Awards Luncheon on Wednesday, October 12, 2022. Both events will be held in the Grand Ballroom.

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #13) – FOR DISCUSSION ONLY

Commissioner Henderson asked Commissioners to please let staff know in advance whether they will be joining a Commission meeting late, leave early, or be absent from any meetings. If a Commissioner is scheduled to present a proposal during the meeting, it makes it easier for staff to be aware before the meeting starts to avoid any challenges.

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #14) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT

None

ADJOURNMENT

Commissioner McIntyre moved to adjourn the meeting, seconded by Commission Harris. The meeting adjourned at 12:09 p.m. The next full Commission meeting will be on Monday, April 25, 2022.