



Los Angeles County QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF January 23, 2023, 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

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Website: qpc.lacounty.gov

Virtual Meeting
Call in Number: (669) 900-9128

Meeting ID: 854 0051 1479

Passcode: 957046

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CALL TO ORDER

Nichelle Henderson, Chair, called the meeting of the Quality and Productivity Commission to order at 10:02 a.m.

THE FOLLOWING COMMISSIONERS WERE PRESENT (TAKEN BY

ROLL CALL):

Jacki Bacharach

Viggo Butler

Teresa Dreyfuss

Rodney Gibson

Nancy Harris

Nichelle Henderson

J. Shawn Landres

Huasha Liu

Edward McIntyre

E. Scott Palmer

William B. Parent

Jeffrey J. Penichet

Dion Rambo

William R. Wright

ABSENT

Maxwell Billieon

Yasmine-Imani McMorrin

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Heidi Oliva, Chair

ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson wished everyone a Happy Western and Lunar New Year. She also acknowledged and ask for a moment of silence for the people that were injured or lost their lives in the mass shooting on Saturday, January 21, 2023 in Monterey Park. She stated that gun violence is an unwelcomed reality in our communities and especially in communities of color and the rising death toll is a devastating consequence of society's lack of accountability. Commissioner Henderson also made the following statement regarding AB 361. On January 20, 2023, the Board of Supervisors approved a motion to continue teleconference meetings under AB 361.

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Chair

Nichelle M. Henderson

First Vice Chair

William B. Parent

Second Vice Chair

Nancy G. Harris

Immediate Past Chair

Jacki Bacharach

Chairs Emeriti

Rodney C. Gibson, Ph.D.

J. Shawn Landres, Ph.D.

Edward T. McIntyre

Maxwell Billieon

Viggo Butler

Teresa Dreyfuss

Huasha Liu

Yasmine-Imani McMorrin

E. Scott Palmer

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

*"To enrich lives through
effective and caring service"*

As such, the Commission will continue to meet via teleconferencing in compliance with AB 361 until such time as deemed otherwise by the Board. The Board will take action again in 30 days.

OPENING REMARKS

Commissioner Henderson welcomed everyone to the January 23, 2023, meeting and noted the meeting is being recorded. She announced that members of the public could send their questions or comments to Jackie Guevarra during the meeting via email at Jguevarra@bos.lacounty.gov or via the chat feature. Please inform Jackie Guevarra 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.

Members of the public were also given the opportunity to send their comments and questions to Jackie Guevarra, by January 22, 2023, 4:00 p.m. No written comments were received.

She also announced that each Commissioner will have the opportunity to speak on any agenda item and vote on the items will be taken by roll call.

APPROVAL OF THE DECEMBER 12, 2022, MINUTES

Commissioner Bacharach moved to approve the minutes of December 12, 2022, with the following amendments:

- Page 5, under Chair's Report, sixth bullet: The Board voted to continue to meet via teleconference, however it is anticipated that Brown Act meetings will resume in-person meetings at some point in 2023;
- Page 9, under the Strategic Plan Update, second bullet: During the compilation of the Strategic Plan, there was discussion that the plan should be a living document after it was approved. In keeping with this objective, we the Chair is providing a progress report on the Strategic Plan; third bullet: A progress report will be provided annually to ensure the Commission is meeting the goals and objectives of the Plan;
- Page 9, under Commissioner Announcements, first paragraph: There will be 100 minority businesses; second paragraph: Commissioner Billieon thanked Commissioner Henderson for all of the work she has done with Los Angeles Community College District (LACCD). LACCD produced a virtual business platform called "Capitalized the Business of Doing Business."; and
- Page 10, under Commissioner Announcements, first line: document that can be shared with the Commission.

The motion was seconded by Commissioner Gibson and approved, as amended, by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, Parent, Penichet, and Wright
No: None
Abstain: Commissioner Palmer

Commissioner Rambo was not present at that time and did not vote on this item

PRESENTATION AND UPDATE ON THE COUNTY'S POVERTY ALLEVIATION INITIATIVE (PAI) (AGENDA#4)

Commissioner Henderson introduced and welcomed Carrie D. Miller, Executive Director, Los Angeles County Poverty Alleviation Initiative (PAI). Ms. Miller gave a presentation on the County's Poverty Alleviation Initiative and briefed Commissioners on the following topics (a PowerPoint accompanied her presentation):

- Strategic Framework
- Community and Stakeholder Input
- Course of Action
- Poverty Alleviation Logic Model
- Key Priorities
- PAI Proposed Federal, State and Local Advocacy Agenda
- PAI Priority Actions
- 18 Other Actions Led by Partners
- Measuring Success
- Next Steps

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #5)

Commissioner Henderson reported the following:

- The next regular Commission meeting will be on March 20, 2023. The Officers first meeting of the year was held on the Battleship Iowa in Long Beach, with a personalized tour following the meeting. She thanked Commissioner Palmer for coordinating the meeting
- The next Productivity Investment Board (PIB) meeting will be on February 27, 2023. Two Productivity Investment Fund (PIF) applications were received and will be reviewed at this meeting
- Commissioner Jeffrey J. Penichet (1st District), Nancy Harris (2nd District), and Yasmine-Imani McMorrin (2nd District) were reappointed on December 20, 2022. The joint Commission-Chief Executive Office reappointments for Commissioners Rodney Gibson, Edward McIntyre and William R. Wright are pending. The Commission is still working on the replacement for a new Labor Commissioner for the seat vacated by Commissioner Blaine Meek

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #6)

Hedi Oliva, Chair, reported the following:

- She looks forward to working with Commissioners and Commission staff, and leading the Network in achieving the Commission's goals. She also thanked Arman Depanion who served as PMN Chair the last three years (2020-2022). Arman will continue to serve in the Executive Committee as 2nd Vice-Chair this year
- The PMN Holiday Reception was held on December 7, 2022, at the San Antonio Winery. Many Productivity Managers and Commissioners were in attendance. The following was announced:

- The Network voted to have a hybrid schedule for 2023. The February and August meetings, as well as the Holiday reception will be held in-person, and the May and November meetings will be held virtually
- The Network elected the following 2023 officers: Heidi Oliva (Chair), Keisha Belmaster (1st Vice-Chair), Arman Depanian (2nd Vice-Chair), Inna Sarac and Patricia Soltero Sanchez (PQA Co-Chairs), Jennifer Coultas (Training and Education Chair), and Stephanie Maxberry (Executive Advisor)
- The PMN Executive Committee's first meeting of the year was held on January 11, 2023. The Committee discussed and planned the PMN General Meeting and Training scheduled for February 15, 2023 at 9:30 a.m. The February meeting will be held in-person at the Rancho Los Amigos National Rehabilitation Center in Downey. Training will be provided on the Productivity Investment Fund and on the Anti-Racism, Diversity, and Inclusion Initiative (pending). Commissioners are welcome to attend all PMN meetings
- The Network welcomes back Commissioners Scott Palmer and Yasmine-Imani McMorin, as QPC-PMN Liaisons to the Network. They look forward to working with them throughout the year and appreciate all their support
- A New Managers' Orientation meeting is scheduled for February 1, 2023. There are approximately 13 new managers invited to the meeting
- Fiscal Year 2022-23, 3rd quarter PIF proposals were due on January 6, 2023. Two proposals were received from the Departments of Economic Opportunity and Medical Examiner-Coroner. The PIB Advisory Committee met on January 18, 2023 to review the projects and provide feedback to the Departments
- ProductivityManagers look forward to working with the Commission on the various ad hoc Committees, including the Leadership Conference and Productivity and Quality Awards Program

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #7)

Jackie Guevarra, Executive Director, reported on the following:

- She welcomed Heidi Oliva as the new PMN Chair
- Once there is no longer a declaration of a state of emergency (or when AB 361 no longer applies), AB 2449, effective January 1, 2023 – January 1, 2026, allows Commissioners to participate in Brown Act meetings remotely up to 2 times per year without identifying each teleconference location in the notice and agenda of the meeting, and without making each teleconference location accessible to the public. Commissioners can participate remotely under certain circumstances: for "just cause" or "emergency circumstances". More detailed information will be sent to all Commissioners in the coming week
- Participation from designated LA County Library locations do not count towards the 2-meeting limit under AB 2449
- Once AB 361 no longer applies, the Commission will resume in-person meetings for 2023 in Conference Room 374A
- As requested in a previous meeting, staff are working on a budget report for Commission review

- the combined Fall and Winter Quarterly Newsletter was issued on January 4, 2023. The Newsletter contains a memorial page for Evelyn Gutierrez, a list of the 2022 PQA winners, a copy of the 2021 Operational Trends Report, PMN events (meetings and Holiday Reception), and a list of Department Visits for 2023. The Spring 2023 Newsletter will be issued by March 31, 2023
- A draft of the 2022 Annual Report has been submitted to the Graphic Arts Unit for formatting
- The Strategic Learning Report ad hoc Committee will meet on January 24, 2023
- Will submit an application on the Productivity Investment Fund to the 2023 NACO Achievement Awards. Applications are due March 13, 2023
- We will also submit an application to the 2023 CSAC (CA State Association of Counties) Challenge Awards Government Finance, Administration & Technology. Submissions are due August 2023
- Arlene Barerra, Auditor-Controller will be retiring in March 2023

DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA#8)

Commissioner Gibson made the following report:

- There are 19 Department visits scheduled for 2023. All departments have selected dates between January and July. Commission staff is working on scheduling Commissioners to attend each visit. If you have not signed up, please contact Tammy Johnson
- The ad hoc Committee recommends the following options for visits, in order of preference: in-person, hybrid, or virtual
- First visit is with the Assessor on Thursday, January 26, 2023. This will be an in-person visit
- The ad hoc Committee also discussed a possible change to Policy No. 2.0 regarding minimum number of attendance by Commissioners per year. A copy of Policy No. 2.0 is included in the meeting packet. Each Commissioner is required to attend 3 or more Department Visits per year. After discussion and questions, Commissioners decided to continue with the minimum 3 Department Visits per year; however, Commissioners are encouraged to sign up for Department Visits in different budget clusters (public safety, healthy and mental health, operations, etc.)
- The Commission also discussed the duration of each visit; the current agenda is set for 90 minutes, but departments are encouraged to reserve time up to 2 hours to ensure there is adequate time to answer all questions

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA#9)

Commissioner Butler made the following report:

- A status report was issued to the Board of Supervisors on December 20, 2022 in response to the 180-day report back in the Board Motion
- Working on the Statement of Work (SOW). A draft SOW was sent to Michael Owh on December 12, 2022 for review and comment
- The ad hoc Committee is coordinating with ISD on a meet-and-greet with Gartner, Inc., the selected consultant for the eProcurement project

- Commissioner Landres cleared with County County a potential conflict of interest with Gartner, Inc.
- Commissioner Henderson asked all Commissioners to clear any potential conflicts of interest before any discussions or vote are made. Let Jackie Guevarra, know if you have any conflicts with Gartner, Inc. If a Commissioner has a conflict, they must recuse themselves from the discussion

LEADERSHIP CONFERENCE AD HOC REPORT (AGENDA#10)

Commissioner Parent made the following report:

- The ad hoc Committee met on January 9, 2023
- Confirming the date with the Music Center for Wednesday, June 14, 2023
- The event will be in-person at the Music Center
- Working on the theme and preliminary speakers, initial themes revolves around “trust”. Commissioners should forward any recommends to both Commissioner Parent and Jackie Guevarra
- The next ad hoc Committee meeting is February 6, 2023

LOS ANGELES COUNTY ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020, NO. 20) – PROSPERLA.LACOUNTY.GOV (AGENDA#11)

Commissioner Henderson made the following report:

- The next biannual report as of December 31, 2022 will include ideas from the June 30 2022 report
- Jackie Guevarra is currently working to include ideas from November and December 2022

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) UPDATE (AGENDA#12)

Commissioner McIntyre made the following report:

- The CCJCC met on November 2, 2022 via Microsoft Teams
- Information Systems Advisory Board (ISAB) provided an update on their current projects and priorities to facilitate data sharing and systems integration with the criminal justice system
- Victim Services gave an overview of services and support available through the District Attorney’s Bureau of Victim Services
- LA vs Hate gave an update on the collaboration with local law enforcement partners, as requested at the April 13, 2022 meeting
- The CCJCC met on January 11, 2023 via Microsoft Teams; however, no one from the Commission attended

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#13) – FOR DISCUSSION ONLY (AGENDA#14)

Commissioner Rambo stated that the first ever Mental Health Concert, in partnership with the Los Angeles Community College District, will be held on February 10, 2023 at the YouTube

Theater. Everyone is welcome to attend. If anyone is interested in attending, please let Commissioner Rambo know.

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #14) – FOR DISCUSSION ONLY

None

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #15) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #16)

None

ADJOURNMENT

Commissioner Gibson moved to adjourn the meeting, seconded by Commissioner McIntyre. The meeting adjourned at 12:09 p.m. The next full Commission meeting will be in-person on Monday, March 20, 2023, Conference Room 374A at the Hall of Administration.