



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF
July 25, 2022, at 10:00 a.m.

County of Los Angeles
Quality and Productivity
Commission

565 Kenneth Hahn
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Los Angeles, CA 90012

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Virtual Meeting
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Meeting ID: 814 3657 0419

Passcode: 305961

Call in Number: (669) 900-9128

CALL TO ORDER

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

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

Jacki Bacharach
Maxwell Billieon
Viggo Butler
Teresa Dreyfuss
Nichelle Henderson
Shawn Landres
Huasha Liu

Yasmine-Imani McMorrin
Scott Palmer
William Parent
Jeffrey J. Penichet
Dion Rambo
William Wright

ABSENT

Rodney Gibson
Nancy Harris
Edward McIntyre

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Arman Depanion, Chair

ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson made the following statement regarding AB 361. On July 12, 2022, the Board of Supervisors approved a motion to continue teleconference meetings under AB 361.

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 next take action in 30 days.

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

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

"To enrich lives through
effective and caring service"



OPENING REMARKS

Commissioner Henderson welcomed everyone to the July 25, 2022, 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 Executive Director, Jackie Guevarra, by July 24, 2022, 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 JUNE 27, 2022 MINUTES

Commissioner McMorrin moved to approve the minutes of June 27, 2022, seconded by Commissioner Bacharach. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Billieon, Butler, Dreyfuss, Henderson, Liu, McMorrin, Palmer, Parent, Rambo, and Wright
No: None
Abstain: Commissioners Landres and Penichet

PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSAL (FOR DISCUSSION AND POSSIBLE ACTION), FISCAL YEAR 2021-2022, 4th QUARTER (AGENDA #4)

22.11 – Chief Executive Office for Los Angeles County Real Estate Management System (LACREMS), \$750,000 Grant

Fesia Davenport, John Cooke, Dean Aardema, Jeff Chua, Greg Melendez, Erlinda Bernardo and Melissa Tarver were in attendance to support and answer any questions regarding the project.

Commissioner Wright reported there is a motion out the Productivity Investment Board (PIB) recommending a \$750,000 grant.

Commissioner Wright presented the project. The grant will be used to partially offset costs associated with the implementation of a Software as a Service (SaaS) solution for a new and comprehensive property management system, LACREMS, that will be accessible to all County departments.

After discussion and questions, Commissioner Billieon moved to approve a \$750,000 grant. The motion was seconded by Commissioner Landres and approved by the

following vote (taken by roll call):

Yes: Commissioners Bacharach, Billieon, Butler, Dreyfuss, Henderson, Landres, Liu, McMorrin, Palmer, Parent, Penichet, Rambo, and Wright
Nos: None
Abstain: None

PRESENTATION AND UPDATE BY THE HOMELESS INITIATIVE TEAM ON PRODUCTIVITY INVESTMENT FUND PROJECT 19.25 – HOMELESS INITIATIVE TECHNOLOGY INNOVATION RFP (AGENDA #5)

Commissioner Henderson introduced and welcomed Jerry Ramirez, Rowena Magana, Homeless Initiative, and Peter Loo and Andy Perry, Office of the Chief Information Office. Mr. Ramirez, Ms. Magana, Mr. Loo, and Mr. Perry made a presentation on 19.25 – Homeless Initiative Technology Innovation RFP. Additional attendees included Ashlee Oh, Tene Tate-Dickson, Cristina Nieto, Araceli Pe’a, Bree Walter, Stephanie Castillo, Noreen Vigilant and Karthik Murali. They discussed the following:

- Technology Innovation Challenge
- Geo Mapping Hub and Resources
- Operational Reporting of Performance Outcomes
- Customer Driven Mobile Digital Services
- Centralized Customer Portal

CHAIR’S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #6)

Commissioner Henderson reported the following:

- The next regular Commission meeting will be on Monday, August 22, 2022. Due to the planning of the Productivity and Quality Awards Program (PQA), the August Commission meeting is being held early. There is no Commission meeting in September.
- The Commission is working on former Commissioner Blaine Meek’s replacement. Jackie Guevarra, Executive Director, has reached out directly to the Coalition of Los Angeles County Unions and the California Association of Profession Employees (CAPE), but have not received a response. She will continue to follow-up
- AB 361 Update – on July 12, 2022, the Board of Supervisors continued the emergency order due to Covid-19 through August 2022. The Board will next consider extending AB 361 within 30 days of this date
- Scheduling the next biennial meeting with Fesia Davenport in September 2022

PMN CHAIR’S REPORT: GENERAL MEETING AND TRAINING (AGENDA #7)

Arman Depanian, Chair, reported the following:

- The PMN Executive Committee and QPC/PQA Co-Chairs met on June 28, 2022 to discuss PQA submissions and this year’s evaluation. This meeting was pushed a week earlier to allow departments extra time to resubmit any revised applications. The following discussion was made:

- 81 applications were reviewed by the Executive Committee. Departments were given until July 13, 2022 to resubmit revised applications
- Commissioner Parent attended the entry review meeting on behalf of Commissioner Landres, Chair, and Commissioner Dreyfuss, Vice Chair, PQA Ad Hoc Committee who were not available.
- Inna Sarac and Michelle Jiang reported that this year's evaluation will be held in-person on August 3, 2022, 9:30 a.m. at Burton Chase Park in Marina del Rey. Breakfast and lunch will be provided
- Due to current public health concerns, the Executive Committee unanimously agreed to reduced attendance from 550 to between 250-300
- PIF proposals for the first quarter of the Fiscal Year 2022-23 were due on July 1, 2022. One proposal was received from the Fire Department. The PIB Advisory Committee met on July 13, 2022 to review and evaluate the proposal. Next is the PIB meeting on August 1, 2022.
- The next PMN General Meeting and Training will be held on November 2, 2022. The Executive Committee will plan that meeting on October 5, 2022.

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #8)

Jackie Guevarra, Executive Director, reported on the following:

- On June 24, 2022, the Executive Office issued a Press Release indicating that the Los Angeles County Board of Supervisors will reopen the Board Hearing Room when "COVID-19 Transmissions Drop Back to "Low Level." Public comment will continue to be available telephonically
- A new commissioner virtual workshop (via WebEx) is scheduled for Thursday, July 28, 2022, 3:30 p.m. New Commissioners or those who have not attended previous workshops are encouraged to attend. Topics will include:
 - Commission overview
 - County legislative process
 - The Brown Act and Robert's Rules of Order
- Commission staff sent out the Summer Quarterly Newsletter on July 5, 2022. Next up is the Fall Quarterly Newsletter, which is due on on September 30, 2022
- PQA submissions were due June 25, 2022
 - The PQA Evaluation will be at Burton Chase Park in Marina del Rey on August 3, 2022
 - Save-the-Date: Top Ten Site Visits will be from August 15-30, 2022 (virtual/in-person dependent on department). Please sign up for at least 3 site visits. As required by Policy 2 Commissioner Participation Policy, Commissioners are to attend a minimum of three PQA Top Ten visits
 - The Top Ten winners will be finalized on August 9, 2022. Commission staff will notify Commissioners of the site visit dates
- 19th Annual Leadership Conference (2023)
 - Thank you to the 2022 Leadership Conference ad hoc Committee members for their service: Bill Parent (Chair), Jacki Bacharach, Nichelle Henderson,

- Shawn Landres, Huasha Liu, Ed McIntyre, Yasmine-Imani McMorrin, Will Wright, and Sylvia White-Irby (Productivity Manager, Superior Court)
- We need new members for the 2023 Leadership Conference ad hoc Committee. The term of the ad hoc is July 2022 – June 2023. An email was sent out to all Commissioners seeking interest to serve on the committee on July 24, 2022. Deadline to respond is Friday, July 29, 2022

PRODUCTIVITY AND QUALITY AWARDS AD HOC COMMITTEE UPDATE (AGENDA #9)

Commissioner Landres made the following report:

- Event date: Wednesday, October 12, 2022, 11:30 a.m. – 12:30 p.m.
- Venue: Music Center, Dorothy Chandler Pavilion Grand Hall
- Theme: *Adapts, Create, Achieve*
- Master of Ceremonies: Lolita Lopez, NBC4 (pending)
- Board of Supervisors: Supervisor Mitchell, Supervisor Kuehl and Supervisor Barger have all confirmed
- Chief Executive Office: Fesia Davenport is confirmed
- Executive Office: Jeff Levinson will attend on behalf of Celia Zavala
- Applications: 80 applications from 21 County departments
- The Commissioners also discussed the following:
 - Reducing the attendance from 550 to 250-300. It was decided to lower the number to 250 and wait list the 50
 - Music Center staff will check for vaccine records for all attendees
 - The departments will have the option of in person or virtual site visits

DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA#10)

Commissioner Henderson made the following report on behalf of Commissioner Palmer:

- The Department Visit report for the Child Support Services Department on June 22, 2022 was presented for discussion. The report were received and filed with no discussion
- The Public Defender's visit will be in person on July 27, 2022; Public Health has been rescheduled to August 31, 2022; the Assessor's Office has been scheduled to October 26, 2022; and the Sheriff's Department has been rescheduled to October 27, 2022. The following Department Visits have been cancelled: Chief Executive Office, Parks and Recreation and Probation
- Commissioners were asked to check their calendars for the visits they signed up for. There has been a number of no shows and last minute cancellations.

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA#11)

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

- The Procurement Modernization and Transformation Board Motion authored by the 5th Supervisorial District and co-authored by the 4th Supervisorial District was approved by the Board of Supervisors on June 14, 2022

- The ad hoc Committee met with the departments of Health Services (Purchasing) and Mental Health on July 13, 2022, to learn about their procurement processes, challenges and pain points
- The Committee also met with the Department of Public Works on July 18, 2022
- There are pending meetings with Health Services (Contracts), County Counsel, and Internal Services Department
- Commissioner Billieon will send over a draft of ideas
- A ad hoc Committee meeting will be scheduled in the coming week

LOS ANGELES COUNTY ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020), NO. 20 – PROSPERLA.COUNTY.GOV (AGENDA#12)

Commissioner Henderson made the following report:

- The next biannual report is due on June 30, 2022.
- Jackie Guevarra, Executive Director, is working on the draft report and will circulate it for review

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

Commissioner Billieon made the following report:

- The CCJCC met on July 13, 2022 via Microsoft Teams
- The Los Angeles County Department of Public Health, Office of Violence Prevention, provided an update on the department's approach to preventing multiple forms of violence and promote healing across communities in Los Angeles.

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

None

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #15) – FOR DISCUSSION ONLY

None

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #16) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #17)

None

ADJOURNMENT

Commissioner Wright moved to adjourn the meeting, seconded by Commission Dreyfuss. The meeting adjourned at 12:15 p.m. The next full Commission meeting will be on Monday, August 22, 2022.