

**LOS ANGELES COUNTY
CITIZENS ECONOMY AND EFFICIENCY COMMITTEE**

ROOM 139, HALL OF ADMINISTRATION / 500 WEST TEMPLE / LOS ANGELES, CALIFORNIA 90012 / 625-3611, Ext. 84605

M I N U T E S

FULL COMMITTEE MEETING

DATE: Thursday, August 21, 1969
TIME: 9:30 a.m.
PLACE: Hall of Administration, Room 739

Robert Mitchell,
Chairman
Raymond Arbuthnot
Dr. John C. Bollens
Davis Brabant
Max Candiotty
Maurice Rene Chez
Dr. Warren S. Jones
Mrs. Ray Kidd
Harlan G. Loud
P. S. Magruder
Kiyoshi Maruyama
Irvin Mazzei
L. E. McKee
Ferdinand Mendenhall
Louis Rogers
George Shellenberger
Mrs. Benjamin Erick Smith
William Torrence
Gus A. Walker
Burke Roche,
Executive Secretary

Members Present:

Robert Mitchell, Chairman
Raymond Arbuthnot
Dr. John C. Bollens
Davis Brabant
John Byork
Mrs. Ray Kidd
Harlan Loud
Phil Magruder
Kiyoshi Maruyama
Irvin Mazzei
L. E. McKee
Louis Rogers
George Shellenberger
William Torrence

Members Absent:

Maurice Chez
Dr. Warren Jones
Ferdinand Mendenhall
Mrs. Benjamin Smith
Gus Walker

The meeting was called to order by Mr. Mitchell at 9:40 a.m. He stated that the first order of business would be to consider the letter to the Board of Supervisors. He asked Mr. Roche to read the letter which was the committee's response to the board order requesting it to study the County Charter.

Mr. Mitchell explained that, since every member had helped in composing the letter, it should be familiar to everyone. He asked that for the present each member withhold his ideas about the subject. He pointed out that Dr. Bollens was back with the committee again after an enforced absence due to health and press of other business. Since Dr. Bollens had been spending time on a similar study for the City, his experience would be very helpful.

The motion was made, seconded and carried unanimously that the letter, as written, be sent to the Board of Supervisors.

Mr. Mitchell called on Louis Rogers to present his sub-committee's report on mechanical services consolidation. Mr. Rogers reported that the sub-committee met on Friday, August 15, 1969, and visited the Mechanical Department, the Flood Control District and the Road Department. They talked with Mr. Sudduth, Director of the Department. He reviewed the plans for the new facilities with the committee members. He pointed out the plans allow room for eventual expansion. The sub-committee's conclusion was that it would be unwise to change any plans that would affect construction of the new facilities.

E & E COMMITTEE MINUTES

August 21, 1969

Page 2

The sub-committee then visited the Road Department and the Flood Control District and was impressed with their facilities. It seemed to the committee that the Mechanical Department had about twice the workload of the Road Department and Flood Control District combined; yet the facilities for the Mechanical Department were the worst of the three departments.

The sub-committee found only one area where consolidation would be advisable. While talking to Mr. Sudduth, he expressed a desire to have some outlying facilities where vehicles could be repaired within the area of breakdown. The Road Department has facilities in five separate districts in which repairs on vehicles are being made. If the Mechanical Division could combine with the Road Department's districts, a saving could be attained.

The sub-committee concluded that because of the excellent facilities that the Flood Control District and the Road Department are presently in, it would be unwise to combine all three departments in one location; and above all, it would be extremely expensive to do this. Therefore, the present plans on hand should not be interfered with.

The committee agreed that the sub-committee should continue its study. Mr. McKee stated that they had tentatively set up a meeting with the three department heads.

Phil Magruder, Chairman of the Capital Projects Sub-Committee, was asked to report on the progress of the sub-committee. He reported they were still gathering information. He asked the members of his sub-committee to familiarize themselves with the data that would be sent to them. It is a complex subject with a lot of phases. He asked them to be prepared to make suggestions. They will meet Monday, August 25th, at 9:30 a.m., in Room 139.

Ray Arbuthnot, Chairman of the Fire Services Consolidation Sub-Committee, next reported that his sub-committee was continuing along the same lines as he had reported previously. He asked the sub-committee to meet with him as soon as this meeting was adjourned.

Mr. Roche reported on the first meeting of the Architectural Evaluation Board. The Board consists of two members appointed by the AIA, one member appointed by the ARA, and two members appointed by the Chamber of Commerce. Mr. Clinton Ternstrom, F.A.I.A., was elected Chairman of the Board. Ternstrom emphasized that they have a great deal of work to do in developing their procedures, and estimates it will be about four months before they are in a position to use the new system effectively. In the meantime they expect to send a letter to the Board of Supervisors outlining their need to develop procedures, and in the meantime, major projects should not be held up. The old system can be used until the AE Board is in operation.

Mr. Mitchell reported that at the board meeting on August 12, 1969, a motion by Supervisor Chace was adopted establishing twenty as the number serving on the E & E Committee. Four members will be appointed by each supervisor, and in addition to these twenty members, the retiring Grand Jury foreman will serve as an ex officio member for a one-year term. Terms expire September 1st each year.

E & E COMMITTEE MINUTES

August 21, 1969

Page 3

Mr. Roche was asked to report on the current activities of the Sheriff-Marshal merger. He stated that the Grand Jury was interested in continuing a study of this issue. It has invited him to appear in a closed session next month to present the committee's views on the subject.

Mr. Roche reported that in 1968 the Assembly had passed a bill to allow the Marshal to take custody of prisoners in court. Before passage of the bill, the Sheriff had to have a deputy sheriff in court to watch the prisoner during his trial, and the Marshal also had a bailiff present. Consequently, two uniformed personnel were required to watch one prisoner. Assembly Bill 178 was passed to allow the Marshal to take over custody and free the deputy sheriff from having to remain in court. The result has been that the Marshal has added 30 deputies to handle this function, and the equivalent of 20 court matrons to handle female prisoners. The result has been no savings whatsoever.

A second recent action affecting the Sheriff and Marshal involves a management audit conducted by the CAO of the Probation Department. As a result of the audit, the CAO concluded that process serving for the Juvenile Court should be transferred from the Probation Department to either the Marshal's or the Sheriff's Department. The CAO asked both to submit proposals as to how many people it would take to do the job. The Marshal replied that he could not meet the three-day limit required. The Sheriff replied that he would need one sergeant, five deputies and one clerk. The CAO asked the Marshal to reconsider. He then proposed 20 deputies and additional clerical staff. The CAO recommended the Sheriff in a report approved by the Board of Supervisors. The Sheriff is now performing the function. The estimated savings are \$118 thousand a year.

Mr. Roche then reported on two other government efficiency groups that have been formed which are patterned after the E & E Committee. One is in San Diego, and the other is in Orange County. Both are volunteer citizen committees.

Mr. Brabant asked if there would be a sub-committee appointed to work on the Charter study. Mr. Mitchell said that every member must be concerned in this study. He asked Mr. Roche to obtain copies of the County Charter and mail them to the committee members so they could be familiar with its contents when they met again.

Meeting adjourned at 10:40 a.m.