

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

ROOM 139, HALL OF ADMINISTRATION/500 WEST TEMPLE/LOS ANGELES, CALIFORNIA 90012/625-3611, Ext. 64605

M I N U T E S

FULL COMMISSION MEETING

DATE: Thursday, March 8, 1973
TIME: 9:30 a.m.
PLACE: 864 Hall of Administration

Members Present:

Maurice Chez, Chairman
George Bodle
John Byork
Jerry Epstein
Milton Gordon
Dixon Harwin
Mrs. Ray Kidd
Joe Lederman
Ferdinand Mendenhall
Robert Olin
George Shellenberger
William Torrence

Members Absent:

Dr. John Bollens
James Cunningham
Roc Cutri
Tom Greiner
Harlan Loud
Leo Majich
Robert Mitchell

Robert Mitchell,
Chairman

Dr. John C. Bollens
Davis Brabant
John D. Byork
Maurice Rene Chez
James J. Cunningham
Roc Cutri
Jerry Epstein
Leo D. Epstein
Milton G. Gordon
Dixon R. Harwin
Mrs. Ray Kidd
Joseph A. Lederman
Harlan G. Loud
Irvin Mazzei
Ferdinand Mendenhall
R. J. Munzer
Robert A. Olin
George Shellenberger
William Torrence
Gus A. Walker

Burke Roche,
Executive Secretary

Mr. Chez called the meeting to order at 9:45 a.m. He thanked the members for coming on such a rainy day. He said that Harlan Loud and Roc Cutri were out of town, and Laurence Greiner was in the hospital. This meeting would have been the first one for Mr. Greiner, Foreman of the 1972 Grand Jury. He will be introduced at the next meeting.

Mr. Chez reported that the Board of Supervisors had approved the hiring of a staff specialist to assist the commission in its studies at their February 13 meeting. The Board had voted 4-1, with Supervisor Ward dissenting. Mr. Chez explained that Supervisor Ward had voted against the salary amount, not the hiring of the specialist. The Board's reaction was very favorable, particularly Supervisor Hahn's. Mr. Roche had described the qualifications needed for the staff position, and Mr. Chez asked him to list them for the commission members.

Mr. Roche said that the qualifications included a degree in systems or industrial engineering, a high degree of business management experience, and experience in systems and organization analysis. He must be able to evaluate a program, determine analytical techniques which need to be applied, document findings in a well written report, and make oral presentations to the commission and to the Board of Supervisors. He said he had interviewed over 15 applicants and had made his selection. He hopes to have him start April 2. He will be working on a contract basis and will not be in the civil service system.

Mr. Chez discussed briefly the three studies and named the task force members as follows:

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Construction Projects Task Force: Jerry Epstein, Chairman; Roc Cutri, Milton Gordon, Joe Lederman, Leo Majich, Robert Olin, Bill Torrence.

Charter Study Task Force: Maurice Chez, Chairman; John Byork, James Cunningham, Roc Cutri, Dick Harwin, Mary Jane Kidd, Leo Majich, Ferdinand Mendenhall, George Shellenberger.

Civil Service-Labor Relations Task Force: Harlan Loud, Chairman; George Bodle, Mary Jane Kidd, Tom Greiner.

Mr. Chez asked Jerry Epstein to report on the progress of the Criminal Courts Building Special Study Committee.

Mr. Epstein reviewed the background of the formation of the special committee. He said they had been meeting on Friday mornings. He said he feels that other County buildings will have problems also if the new program which the task force recommended is not implemented. He said he hoped he could report the final outcome at the next meeting.

Mr. Roche added that a progress report by this committee would be presented to the Board of Supervisors this coming week delineating the progress so far.

Mr. Chez asked Mr. Roche to report on the implementation of the consolidated Facilities Acquisition and Management Department.

Mr. Roche reported that the County has prepared the necessary legislation for this new agency. Specifications for the top positions are being prepared so that the County can go ahead with the selection process as soon as the legislation has been passed. In the meantime, the project management office is being established in the Chief Administrative Office. Specifications for project engineers have been completed, and over 100 applicants have applied for approximately six positions.

Mr. Torrence asked about the status of the Architectural Evaluation Board.

Mr. Roche said that since the Board was established, on the E & E Commission's recommendation, 50 appointments have been made using the new selection system. Of these appointments, 29 have been to architects who had no previous experience with the County. The other 21 have been to architects who have either finished their job or were appointed for an additional building that they had previously designed. To his knowledge, he said, the Board seems to be working effectively.

Mr. Olin asked Mr. Roche what information there was on the County's commissions and committees. Mr. Roche answered that the Board of Supervisors had asked the CAO to make a study of this subject some months ago. The 1967 Grand Jury had analyzed all the commissions and committees, and this year's Grand Jury may review this subject again. Several years ago the E & E Commission submitted a letter to the Board of Supervisors recommending that every committee and commission be reviewed annually to find out what it is doing, what the cost is, and what it has accomplished.

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Mr. Olin asked if it wouldn't be appropriate to repeat the recommendation, and Mr. Roche said it was certainly a pertinent subject; but the commission should determine the status of the CAO report first.

The members discussed the agency concept which Supervisor Hahn had requested be studied. Mr. Chez said that if the members agreed, this study would be assigned to the Charter Study Task Force. The members agreed and requested Mr. Roche to prepare a letter to the Board of Supervisors advising it of the commission's action.

Mr. Gordon said he hoped the task force would examine other government agencies which were using this concept to see how well it is working. Mr. Roche agreed that what was happening in other government agencies should be reviewed.

Mr. Epstein asked about the status of the Sheriff-Marshal consolidation. Mr. Roche answered that the commission had adopted the policy that it would take every opportunity to bring this subject up and to advertise it. Mr. Chez added that the Grand Juries of Orange, San Bernardino and Los Angeles had combined their efforts to introduce this again, and the Grand Jurors Association was also pushing it.

Mr. Chez announced that the County Supervisors Association was sponsoring the First Annual Labor Relations Institute in conjunction with the UCLA Institute of Labor Relations. It will be held in Monterey, March 14-16. This conference would tie in with the commission's study on Civil Service-Labor Relations, so he had asked Mr. Roche to attend.

Mr. Roche reported that the Governor has initiated a commission to study the restructuring of local government. The Council of Intergovernmental Relations in the Governor's office is also involved in the study. The Research Division of the League of California Cities has also instituted a study.

Mr. Olin made the motion that the commission members be supplied with business cards to identify them with the commission. After some discussion, two stipulations were added to the motion: (1) cards would be ordered only for those members requesting them; and (2) the telephone number on the card would be that of the commission office. The motion was seconded by Mr. Lederman; 6 voted yes; 3 voted no; 3 abstained.

Meeting was adjourned at 11:20 a.m.