



Los Angeles County
Quality and Productivity Commission
NOTICE OF REGULAR MEETING

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

Chair

William B. Parent

First Vice Chair

Will Wright

Second Vice Chair

Dion Rambo

Immediate Past Chair

Nichelle M. Henderson

Chairs Emeriti

Jacki Bacharach

Rodney C. Gibson, Ph.D.

J. Shawn Landres, Ph.D.

Edward T. McIntyre

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Teresa Dreyfuss

Nancy G. Harris

Derek Hsieh

Huasha Liu

Marsha D. Mitchell

E. Scott Palmer

Jeffrey Jorge Penichet

Mark A. Waronek

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Ruben Khosdikian

Executive Secretary

Betty Belavek

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

"To enrich lives through
effective and caring service"

Monday, October 28, 2024, 10:00 a.m.
Kenneth Hahn Hall of Administration, Room 374A
500 West Temple Street, Los Angeles, CA 90012
Members of the public may participate remotely or listen to the meeting
via telephone at:
Call in Number: (669) 900-9128
Meeting ID: 815 3993 8656
Passcode: 221681
Join Zoom Meeting
https://bos-lacounty-
gov.zoom.us/j/81539938656?pwd=5aQ6eewLB9jukPz0U2V1Nhh26swGWj.1
Written Public Comment may also be submitted to Jackie Guevarra by
Sunday, October 27, 2024 (received by 4:00 p.m.):
jguevarra@bos.lacounty.gov
\*Any information received from the public by Sunday, October 27, 2024 at
4:00 p.m. will become part of the official meeting record.

MEETING AGENDA

- 1. Call to Order.....Commissioner Parent
2. Land Acknowledgment\*.....Commissioner Parent
3. Assembly Bill 2449.....Commissioner Parent
4. Approval of the August 26, 2024 meeting minutes
5. Presentation and update on the County's Procurement modernization and
transformation efforts (45 Minutes).....Michael Owh (Director) and
Lawrence Gann (Purchasing & Contract Service), Internal Services
Department
6. Presentation and update on Commissioner Training and TalentWorks (45
Minutes).....Luz Hernandez (Assistant Chief, Executive Office Human
Resources), Bryan Ward (Department Information Security Officer,
Information Resources Management), Rodney Collins (Chief Deputy,
Department of Human Resources (DHR) and Roozan Zarifian (Chief
Information Officer, DHR)
7. Chair's Report: Administrative Items, Department Visits, Ad Hoc
Committee Status (5 minutes).....Commissioner Parent
8. Productivity Managers' Network Chair's Report: General Meeting and
Training (2 minutes).....Heidi Oliva

9. Executive Director’s Report: Commission Events Update, Calendar of Events, Deadlines, Administrative Items (2 minutes).....Jackie Guevarra
10. Department Visit Reports (*Receive and File*) (5 minutes).....Commissioner Wright
  - Military and Veterans Affairs (July 29, 2024)
  - Los Angeles County Development Authority (July 31, 2024)
11. Productivity and Quality Awards Program Report (5 minutes).....Commissioner Bacharach
12. Nominating Committee Report (2 minutes).....Commissioner Henderson
13. Countywide Criminal Justice Coordination Committee (CCJCC) Update (2 minutes).....Commissioner Parent
14. Commissioner Announcements regarding conferences, meetings, and gatherings of interest to the Commission (2 minutes) – *For Discussion Only*
15. Commissioner Discussion on goals, ideas, future projects, and/or direction of the Commission (2 minutes) – *For Discussion Only*
16. Matters not on the Posted Agenda (3 minutes) – to be presented and placed on a future agenda. – *For Discussion Only*
17. Public Comment (3 minutes for each speaker)
18. The next full Commission meeting will be held on Monday, December 16, 2024, at 10:00 a.m.

**LOBBYIST REGISTRATION**

Any person who seeks support or endorsement from the Commission on any official action may be subject to the provisions of Los Angeles County Code, Chapter 2.160 relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalties. For more information, call (213) 974-1093.

**ACCOMMODATIONS**

Accommodations, American Sign Language (ASL) interpreters, or assisted listening devices are available with at least 3-business days notice before the meeting date. Agendas in Braille and/or alternate formats are available upon request. Please telephone (213) 974-1431 (voice) or (213) 974-1707 (TDD), from 8:00 a.m.-5:00 p.m., Monday through Friday.

**SUPPORTING DOCUMENTATION**

Supporting documentation can be obtained at the Quality and Productivity Commission Office, 565 Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012 or [jguevarra@bos.lacounty.gov](mailto:jguevarra@bos.lacounty.gov).

**PUBLIC COMMENT**

Commission meetings are open to the public. A member of the public may address the Commission on any Agenda item. In addition, during the General Public Comment item on the agenda, a member of the public has the right to address the Commission on items of interest that are not on the agenda but are within the subject matter jurisdiction of the Commission. A request to address the Commission must be submitted to Commission Staff prior to the item being called. Comments are limited to a total of six (6) minutes per speaker per meeting, at up to two (2) minutes per item. The Commission may further limit public input on any item, based on the number of people requesting to speak and the business of the Commission.

**\*LAND ACKNOWLEDGEMENT**

**ON NOVEMBER 1, 2022, THE BOARD OF SUPERVISORS ADOPTED A FORMAL LAND ACKNOWLEDGMENT FOR THE COUNTY. ([STATEMENT OF PROCEEDINGS](#))**

"The County of Los Angeles recognizes that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh, and Chumash Peoples. We honor and pay respect to their elders and descendants -- past, present, and emerging -- as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma. This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the: Fernandeano Tataviam Band of Mission Indians, Gabrielino Tongva Indians of California Tribal Council, Gabrieleno/Tongva San Gabriel Band of Mission Indians, Gabrieleño Band of Mission Indians - Kizh Nation, San Manuel Band of Mission Indians, San Fernando Band of Mission Indians. To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website <https://lanaic.lacounty.gov/>."



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION
MINUTES OF THE MEETING OF
August 26, 2024, at 10:00 a.m.
Kenneth Hahn Hall of Administration, Room 374A
500 West Temple Street, Los Angeles, CA 90012

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gov.zoom.us/j/83968899388?pwd=y2jfU30qb2yv3a7zreVIGLUq5o7rzY.1

\*\*\*\*\*

CALL TO ORDER

Commissioner Parent, Chair, called the meeting of the Quality and
Productivity Commission to order at 10:01 a.m.

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

Jacki Bacharach
Viggo Butler
Teresa Dreyfuss (Virtual)
Rodney Gibson
Nichelle M. Henderson
J. Shawn Landres
Huasha Liu
Edward McIntyre
Marsha D. Mitchell
William B. Parent
Jeffrey Jorge Penichet
Dion Rambo
Mark A. Waronek
William R. Wright

ABSENT

Nancy G. Harris
Derek Hsieh
E. Scott Palmer

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Heidi Oliva, Chair

OPENING REMARKS

Commissioner Parent welcomed everyone to the Commission's in-person
meeting, and noted the meeting is being recorded. He 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 August 25, 2024, 4:00 p.m. No written comments were received.

He 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.

### **LAND ACKNOWLEDGEMENT (AGENDA #2)**

On November 1, 2022, the Board of Supervisors adopted a formal Land Acknowledgement for the County. Commissions are to open their public meetings with a Land Acknowledgement, as follows below. Commissioner Parent announced that the Commission will start each Brown Act meeting by reading the Land Acknowledgement.

*“The County of Los Angeles recognizes that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh and Chumash Peoples. We honor and pay respect to their elders and descendants -- past, present, and emerging -- as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma. This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the: Fernandeano Tataviam Band of Mission Indians, Gabrielino Tongva Indians of California Tribal Council, Gabrieleño/Tongva San Gabriel Band of Mission Indians, Gabrieleño Band of Mission Indians - Kizh Nation, San Manuel Band of Mission Indians, San Fernando Band of Mission Indians. To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website [lanaic.lacounty.gov](http://lanaic.lacounty.gov)*

### **ASSEMBLY BILL 2449 (AGENDA #3)**

Commissioner Parent announced that AB 2449 became effective on January 1, 2023. Provisions of this bill permit members of a legislative body of a local agency to participate remotely and to not identify their location.

Commissioner Parent announced that Commissioner Dreyfuss attended the meeting remotely under AB2449 (for just cause). Commissioner Dreyfuss confirmed that no person over 18 years old was present as a member of the public at her respective location.

### **APPROVAL OF THE JULY 22, 2024, MINUTES (AGENDA #4)**

Commissioner Bacharach moved to approve the minutes of July 22, 2024, seconded by Commissioner Henderson. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Henderson, Liu, McIntyre, Mitchell, Parent, Penichet, Rambo, Waronek, and Wright

No: None  
Abstain: Commissioner Landres

**PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSAL (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, AS OF FISCAL YEAR 2024-2025, 1<sup>st</sup> QUARTER (AGENDA #5)**

Fund Balance Report

Commissioner Henderson, Chair, Productivity Investment Board (PIB), reported there is one project before the Commission for consideration in the 1<sup>st</sup> Quarter of Fiscal Year 2024-2025. She reported that as of June 30, 2024, the outstanding PIF fund balance is \$4,420,934. The proposal being heard totals \$350,000 with a PIB recommendation of \$330,250. If the project is approved at the full amount, the revised fund balance would be \$4,070,934. If the project is approved at the PIB recommended amount, the revised fund balance would be \$4,090,684 as of August 26, 2024.

Presentation of PIF Proposal for Discussion and Action

**25.1 – Public Health, for Help Me Grow – Supporting Wellness in Families Together (HMG SWIFT)**, \$350,500 Grant. PIB recommends funding a \$330,000 Grant.

Dr. Barbara Ferrer, Steve Baldwin, Dr. Priya Batra, Christine Economos, Dr. Melissa Franklin, Mariana Khachatryan, Jane Lam, and Bria Newman were in attendance to support and answer questions regarding the project.

Commissioner Landres presented the project. Funds will be used to hire a consultant to coordinate mental health training and support for the mental health needs of HMG participants and staff.

After discussion and questions, Commissioner Landres made a motion to approve the project for a \$330,000 Grant. The motion was seconded by Commissioner Wright. The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Henderson, Landres, Liu, McIntyre, Mitchell, Parent, Penichet, Rambo, Waronek, and Wright  
Nos: None  
Abstain: None

Review of PIF Withdrawal Extension Requests

Commissioner Henderson announced that there are three projects before the commission for funding extension requests. The projects are requesting a delay in their withdrawal schedule.

**22.9 – Human Resources, Situational Judgment Tests (SJT)**, \$275,000 Grant

**23.5 – Public Defender, Expedited Evaluations for Mental Health Diversion Pilot Project**, \$763,600 Grant

**24.7 – Human Resources, County Recruitment Marketing Campaign**, \$468,000 Grant

After discussion and questions, the extensions were received and filed.

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

Commissioner Parent, reported the following:

- The next QPC meeting is October 28, 2024. There is no Commission meeting in September due to PQA activities. Potential speakers and topics for the October 28, 2024 meeting include:
  - Chief Sustainability Officer
  - Youth Commission
  - Department of Youth Development
  - Justice, Care and Opportunities Department
- Department Visit Update:
  - We have nearly completed all Department Visits for the year, it is a good reminder of the following:
    - All Commissioners are required to attend 3 visits during the year
    - All visits are confidential and only the contents of the final report are shared with the public
    - Photos (before, during and after) are taken with the permission of the department
    - No recording of any kind. This is to ensure the confidentiality and integrity of the visit. The confidentiality of Department Visit conversations is a core value of the Commission. We maintain confidentiality by not recording any segment of the meeting and/or further sharing content from the meeting with others to encourage the department to be candid and open about its achievements but also of its challenges

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

Heidi Oliva, Chair, reported the following:

- The Productivity and Quality Awards (PQA) evaluation was held at Burton Chase Park in Marina del Rey on August 7, 2024. There were 98 projects to evaluate. Scores were received from Productivity Managers in 30 Departments and 7 from Commissioners.
- About 50 Productivity Managers (one was from the 1st District) and 7 Commissioners participated in the annual evaluation.
- Commissioner Penichet gave welcoming remarks and stated this year's PQA theme is "Commitment to Serving People and Solving Problems." He also thanked the PQA ad hoc Committee and PMN Executive Committee for their planning efforts. Jackie Guevarra thanked Managers for attending and explained that 350 guests are expected to attend this year's PQA. She also reminded Managers of the Top Ten dates for site visits.
- Jackie Guevarra and Keisha Belmaster, Productivity Manager (Harbor-UCLA), recognized the following projects for their creative titles: *Wiser Dining* (Aging and Disabilities); *Illuminate LA* (Arts and Culture); *Mission: Paperless* (Chief Executive Office); *Ain't Easy Being Wheezy: Improving Asthma Care* (Health Services); *Let's Mix It Up!* (Health Services, Rancho); *Citizenship in a Bag: Empowering New Americans* (LA County Library); and *"EPIC-LA": An Extraordinary Journey* (Regional Planning). She also recognized the Department of Beaches and Harbors who was first to submit an application.

- The PQA winners list was distributed to the PMN and Commissioners. Commission staff are working with departments on Top Ten site visits, filming, and photos, graphics, and/or existing video clips. Top Ten site visits should be completed by August 30, 2024. Filming is scheduled for September 9-23, 2024.
- A New Managers Orientation will be scheduled for new Productivity Managers.

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

Jackie Guevarra, Executive Director, reported the following:

- Staff have been working on and/or preparing for various meetings:
  - The Fall 2024 Quarterly Newsletter and is due out by September 30, 2024.
  - Finalizing the 2023 Annual Report
  - Possible speaker for the October 28, 2024, QPC Meeting:
    - Internal Services Department (ISD) to give an update report on procurement
  - Training:
    - She reminded Commissioners to take a screenshot of their training page as proof of progress/completion.
    - Commissioners expressed concern and frustration with the following: time it takes to complete the training, duplicate/similar training courses, and access/log in. Commissioners are not compensated for the time spent on training.

### **DEPARTMENT VISIT AD HOC REPORT (AGENDA #9)**

Will Wright, Chair, reported the following:

- The following Department Visit report is before the Commission:
  - Mental Health (July 24, 2024)There were no questions or discussions. The report was received and filed.
- The following reports are in draft and will be issued shortly:
  - Military and Veterans Affairs (July 29, 2024)
  - Los Angeles County Development Authority (July 31, 2024)
- There is one more Department Visits remaining this year (in person):
  - Medical Examiner (October 24, 2024)

### **PRODUCTIVITY AND QUALITY AWARDS PROGRAM (AGENDA #10)**

Jacki Bacharach, Chair, reported the following:

- Thank you to the following Commissioners for attending the PQA Evaluation in Marina Del Rey: Jeff Penichet (Vice Chair, PQA ad hoc Committee), Teresa Dreyfuss, Rod Gibson, Nancy Harris, Shawn Landres, Ed McIntyre, and Bill Parent
- The Top Ten site visits are in progress. Commissioners are encouraged to sign up to attend. Commissioners should attend 3 visits. There are 4 visits left.
- If you have not yet confirmed your attendance for October 16, 2024, please RSVP with Commission staff.
- Master of Ceremonies is Cher Calvin from KTLA 5
- Confirmed Board of Supervisors to attend: Hilda Solis (1<sup>st</sup> District), Holly Mitchell (2<sup>nd</sup> District), and Lindsey Horvath (3<sup>rd</sup> District).



- Please save-the-date for the PQA on October 16, 2024 and arrive by 10:45 a.m. for a Commissioner's group photo.

**COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#11) – FOR DISCUSSION ONLY**

None

**COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #12) – FOR DISCUSSION ONLY**

Commissioner Gibson requested a status on the County's procurement modernization efforts. He inquired on the response from the Board of Supervisors and asked for a status presentation from ISD.

Jackie Guevarra stated that the Commission's report in response to the Procurement Modernization and Transformation motion (June 14, 2022) was distributed to the Board of Supervisors, their Chief Deputies, Department Heads, and Productivity Managers. She is already working to schedule a presentation by ISD.

**MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACED ON A FUTURE AGENDA (AGENDA #13) – FOR DISCUSSION ONLY**

Commissioner Wright inquired about areas of need in the County subsequent to the 2024 presidential election. He asked the Commission to be proactive about identifying those potential areas.

Commissioner Landres stated that if the County Charter Reform (i.e., expanding the number of Supervisors, elected County CEO, etc.) was passed, it will reorganize the Commission, may impact operations and the operational effectiveness, and affect the appointment structure.

**PUBLIC COMMENT (AGENDA #14)**

None

**ADJOURNMENT**

Commissioner Mitchell moved to adjourn the meeting, seconded by Commissioner Waronek. The meeting adjourned at 11:37 a.m. The next full Commission meeting will be on Monday, October 28, 2024, at 10:00 a.m.



October 21, 2024

James Zenner  
Director  
Military & Veterans Affairs  
Bob Hope Patriotic Hall  
1816 S. Figueroa St.  
Los Angeles, CA 90015

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Dear Mr. Zenner:

Thank you for a very informative visit on July 29, 2024. Commissioners appreciated the update on the Department's Vision, Mission, and Values, including serving all veterans and their families with respect, dignity and acknowledgment. The Department has expanded partnerships to address the diverse needs of veterans and their families, including:

- **Community Veterans Justice Project (CVJP):** provides assistance with justice-involved service members/veterans in obtaining alternative sentencing for some felonies, and diversion for misdemeanor cases. These pivotal services often ensure treatment rather than incarceration, which aligns with County's Care First, Jails Last mission
- **Veteran Social Services:** provides temporary bridge housing and permanent supportive housing, substance abuse referral and resources, employment/vocational training, and case management services for U.S. veterans and their families
- **Indigent Veteran Burial Program:** designed to provide dignified burials for verified veterans who have no resources and are considered 'unclaimed' due to no identifiable next of kin. The Department partners with the Los Angeles County Medical Examiner to process the Department of Veterans Affairs (VA) reimbursement claim on behalf of the Medical-Examiner for the provision of the dignified burial process

Commissioners support the many events hosted by the Department throughout the year for the veterans in Los Angeles County. These events offer numerous benefits including opportunities to connect, share experiences, educate, and build a supportive network. The Department also provides access to information about available services, benefits, and programs, and help to reduce feelings of isolation and loneliness. The Department hosts approximately 300 events a year, such as the annual Vietnam Veteran dinner, cultural heritage events, and special ceremonies for pivotal historic events in military history. Recently, the Department hosted its first annual Veteran Women's Summit to address the unique needs veteran women face during and after service.

Commissioners commend the Department's efforts to spearhead a multi-departmental collaboration to align services with the needs of justice-involved veterans. Several workshops by the Lived Experience Advisory Committee, justice-involved County departments, and community partners were conducted to identify gaps in services. The Department hosted a Veteran Women Summit which provided networking opportunities to connect with other women veterans, learn about resources, and identify needs and legislative advocacy.

**EXECUTIVE OFFICE**



BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

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

Commissioners commend your initiatives to improve productivity and efficiency throughout the Department, including the following areas:

- Integrating the services to veterans and their families by assuming the Southern California Grantmakers contract from the Department of Mental Health for the Veteran Peer Access Network program; effective October 1, 2024, the Department will take the lead on future collaboration and coordination with the State and federal Departments of Veteran Affairs
- Collaborating with the Homeless Initiative and the Los Angeles Homeless Services Authority to execute lease agreements with the landlords within five days of availability after the Department locates suitable housing for veterans
- Creating the Homeless Services Division to address, reduce, and end veteran homelessness in the County while enhancing the One-Team initiative with the Veterans Administration, city and community partners
- Implementing a distinct Human Resources and Finance section—the new structure ensures proper resource allocation and compliance with laws and regulations, and creating centralized units like Grants and Contracts to include dedicated staff that facilitate grant proposals
- Developing a new Women Veterans Program with a fresh approach to address gender-specific needs such as mental and physical care, and family planning needs to support women veterans; this program addresses certain transitioning challenges such as dismissive perceptions about their service, the effects of military trauma, the need to balance work and caregiving responsibilities, and more

We look forward to working with you as you address challenges that may require other operational enhancements, including:

- Submitting a grant application with the Department of Veterans Affairs in the amount of \$748,238 to address the growing suicide crisis of veterans within the County
- Establishing the Justice-Involved Division to bridge the gap between justice-involved veterans and the resources and benefits to which they are entitled
- Increasing and maintaining sufficient staffing levels to ensure the Department can continue to support and meet the demands of our veteran community; the Department is the smallest County department while serving the nation's largest veteran community
- Increasing interaction with the County reservist population to ensure they receive appropriate resources and assistance to balancing civilian and military responsibilities; ensuring job protection during deployments, flexible scheduling for trainings, transition assistance between military service and civilian employment, provide resources for the reservist and their family members, network opportunities with other reservists, and to establish support groups

Thank you for a productive meeting. We will continue to work closely with your Productivity Managers, Allan Ochoa and Manual Gomez (Alternate). Please contact Jackie Guevarra, Executive Director, at [jguevarra@bos.lacounty.gov](mailto:jguevarra@bos.lacounty.gov) for additional information.

Sincerely,



WILLIAM B. PARENT  
Chair

WBP:JG

- c: Fesia Davenport, Chief Executive Officer  
Joseph Nicchitta, Chief Deputy, Chief Executive Office  
Edward Yen, Executive Officer, Board of Supervisors  
Steven Hernandez, Chief Deputy, Executive Office of the Board of Supervisors  
Commissioner Viggo Butler  
Commissioner Rodney Gibson  
Commissioner Huasha Liu  
Commissioner Scott Palmer  
Commissioner Dion Rambo  
Commissioner Mark Waronek  
Heidi Oliva, Network Chair  
Allan Ochoa, Productivity Manager  
Manuel Gomez, Productivity Manager (Alternate)



October 22, 2024

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Emilio Salas  
Executive Director  
Los Angeles County Development Authority  
700 W. Main St.  
Alhambra, CA 91801

Dear Mr. Salas:

Thank you for a very informative visit on July 31, 2024. Commissioners appreciated the update on the Department's efforts and ability to implement new programs quickly and effectively in response to directives from the Board of Supervisors. Most recently, the Department launched with the Chiquita Canyon Utility Assistance Program in response to an emergent health and safety concern for area residents. The Department also quickly mobilized and created a reimbursement program for residents of Val Verde, Castaic, and surrounding communities for electric utility expenses incurred.

The Department is one of nineteen Public Housing Agencies in Los Angeles County, serving the unincorporated area as well as 62 incorporated cities that partner with the agency to provide residents with housing services. They administer various housing programs including rental subsidy, public housing, resident services, and affordable housing development and financing programs.

For example, the Handyworker program aims to preserve existing homes by funding minor home repairs; HOP provides a second mortgage loan, down payment, and/or closing assistance for first-time homebuyers; and the Senior Grant Program assists low-income seniors (62 years or older) with mobility and habitability repairs to help them remain in their homes.

Commissioners commend the Department's approach to cross-functional thinking and ability to form strategic partnerships. For example, the Department collaborates with the Los Angeles Homeless Services Authority as the lead agency for the County and City Continuum of Care (CoC) by administering rental assistance on 30 CoC grants. The Department partners with eighteen Community-Based Organizations that provide housing referrals and ongoing supportive services on the CoC, including the Departments of Mental Health and Health Services, The People Concern, and Union Station Homeless Services.

Commissioners commend your initiatives to improve productivity and efficiency throughout the Department, including the following areas:

- Developing affordable housing for families, seniors, and people with special needs by subsidizing projects through a competitive process known as the Notice of Funding Availability (NOFA); the NOFA establishes funding criteria and provides incentives for the creation of housing types and amenities to meet County priorities

**EXECUTIVE OFFICE**



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

- Implementing *No Place Like Home*; the State provides the Department with funding to acquire, design, construct, rehabilitate, or preserve permanent supportive housing for persons who are experiencing homelessness, chronic homelessness, or who are at risk of chronic homelessness, and who are in need of mental health services
- Assisting with business recovery and expansion and works in partnership with the Department of Economic Opportunity and the Department of Consumer and Business Affairs to launch and administer special programs to aid in the County's efforts (e.g., Chiquita Canyon Landfill Utility Relief Program)
- Administering the largest Urban County Community Development Block Grant Program in the nation; works with various stakeholders to assess local needs and identify funding priorities
- Creating the Rent Café Portal online for Housing Choice Voucher and public housing participants and applicants to access services virtually; the online services increase a participant's choice and offer a convenience, while improving efficiency in operations, and cutting down on postage services and material cost by 30%
- Implementing Board-directed initiatives related to renewable energy and installation of Electric Vehicle charging stations throughout the County's public housing sites as well as at the agency's Alhambra headquarters
- Developing an Active Shooter Training for staff overseeing the Department's public housing sites in response to an increase in staff concerns over personal safety

We look forward to working with you as you address challenges that may require other operational enhancements, including:

- Continuing the partnership with the Department of Public Health to implement lead mitigation programs to reduce lead exposure to residents, particularly to children; to date, over 900 homes throughout the County have been mitigated
- Addressing the rising housing and construction costs for materials and labor and shortages in materials supply chains and the labor market
- Advocating for legislative changes at the federal and State levels on housing matters

Thank you for a productive meeting. We will continue to work closely with your Productivity Manager, Elisa Vasquez. Please contact Jackie Guevarra, Executive Director, at [jquevarra@bos.lacounty.gov](mailto:jquevarra@bos.lacounty.gov) for additional information.

Sincerely,



WILLIAM B. PARENT  
Chair

WBP:JG

- c: Fesia Davenport, Chief Executive Officer
- Joseph Nicchitta, Chief Deputy, Chief Executive Office
- Edward Yen, Executive Officer, Board of Supervisors
- Steven Hernandez, Chief Deputy, Executive Office of the Board of Supervisors
- Commissioner Teresa Dreyfuss
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- Elisa Vasquez, Productivity Manager