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## **Economy & Efficiency Commission Meeting Minutes**

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### **MINUTES OF THE REGULAR MEETING ECONOMY AND EFFICIENCY COMMISSION**

THURSDAY, March 2, 2006  
ROOM 525, KENNETH HAHN HALL OF ADMINISTRATION  
500 West Temple St., Los Angeles, CA 90012

*Editorial Note: Agenda sections may be taken out of order at the discretion of the chair. Any reordering of sections is reflected in the presentation of these minutes.*

#### **I. CALL TO ORDER AS A COMMITTEE OF THE WHOLE**

Lacking a quorum of commissioners, Chair Hill called the meeting to order as a Committee of the Whole at 10:00 a.m.  
The following was the attendance:

Chair Hill asked for a motion to approve absences.

#### **COMMISSIONERS PRESENT**

Jaclyn Tilley Hill  
Roman Padilla  
Charles Parks  
William J. Petak  
Robert H. Philiposian  
Solon C. Soteras

#### **COMMISSIONERS REQUESTING TO BE EXCUSED**

Clayton Anderson  
Fred Balderrama  
Joanne Baltierrez  
Isaac Diaz Barcelona  
Hope J. Boonshaft  
Robert Cole  
Jonathan Fuhrman  
Ronald K. Ikejiri  
Chun Lee  
Royal F. Oakes  
Julia Sylva

Tony Tortorice

## **COMMISSIONERS NOT REQUESTING AN EXCUSE**

None

## **V. INTRODUCTIONS AND ANNOUNCEMENTS**

Chair Hill asked those present to introduce themselves. Guests present were Lieutenant Steve Miller and Sergeant Fred Cook from the Los Angeles County Sheriff's Department, Office of Security Management, and Mr. Rocky Armfield, County Risk Manager for the Risk Management Branch of the Chief Administrative Office, and Mr. Steve NyBlom, Risk Management's Manager of Loss Control and Prevention.

## **VI. CHAIR'S REPORT**

### **Report on Building Security**

Chair Hill recalling that members of the Commission had expressed concerns about security and evacuation plans in the Hall of Administration building, asked Lieutenant Miller and Sergeant Cook to elaborate on the structure of building security and execution of the evacuation plan.

Lieutenant Miller stated that the role of the Office of Security Management (OSM) is to provide oversight on security matters and related issues, not only for the Hall of Administration, but also for all the County's buildings (about 6,000) and all County employees (about 93,000). Lieutenant Miller stated that his office is responsible for imparting the Board's zero tolerance policy regarding work place violence throughout the County, and acts as a consultant to the CAO and the Board regarding security in the Hall of Administration.

Lieutenant Miller explained that general day to day security operations requiring armed officers in high profile locations are carried out by the Office of Public Safety (OPS). The OPS, which is headquartered in the Hall of Administration under the direction of Chief Margaret York, provides security for the Hall of Administration, coordinates building evacuation committees and training, and also oversees Securitas Inc., a private security firm. Lieutenant Miller noted that drills and training regularly take place for earthquakes, fires, and other emergencies, and that there are specially trained floor wardens to deal with these events. Lieutenant Miller added that security sites are located at the entrances to the building, with the communications hub located near the second floor entrance.

Lieutenant Miller illustrated the dynamic nature of the building by comparing it to a small city. 2,500 to 3,000 people are usually present in a building which encompasses over one million square feet covering eight floors, a basement and roof area. Lieutenant Miller also called attention to the presence of the Security Operations Unit, a 12 member unit entrusted with protection of the judiciary of the Superior Court, and the Board of Supervisors.

Commissioner Selditz asked about security risks due to the free passage of citizens without requiring identification checks or weapons screening. Lieutenant Miller stated that the Board has directed that the Hall of Administration remain an open public building and that law enforcement keep a low profile.

Chair Emeritus Philibosian inquired about the organizational nature of security in the building and the relationship between the Sheriff's Department and the Office of Public Safety. Lieutenant Miller responded that while he is a member of the Sheriff's Department, he reports directly to the Chief Administrative Officer. The Office of Public Safety reports to the Department of Human Resources. Chair Hill recalled that the Sheriff's Department had provided security services prior to the formation of the Office of Public Safety.

Chair Emeritus Philibosian asked who is responsible for threat assessment and security education for County employees. Sergeant Cook explained that responsibility for threat assessments to the physical security of the Hall of Administration belonged to OPS, in conjunction with building management and other entities with vested interests. Responsibility for threat assessment for the Board and judges lay with the Security Operations Unit. The Office of Security Management had responsibility for threats to County employees, vendors, and clients in all County facilities. OSM has responsibility for overseeing the security education and safety training for County departments, managers, and employees, which is administered by OSM and OPS. Significant efforts have been taken to insure that education and training are cohesive and codified.

Commissioner Parks inquired about the 9-911 emergency phone number posted in the building. Lieutenant Miller replied that this number was answered within the building by the Office of Public Safety and was not part of the County-wide 911 system. Lieutenant Miller pointed out that radio car and bicycle patrols are deployed for quick response around the Hall of Administration, mall areas, and the courthouse. While a call to the larger 911 system will

generate a response from the LAPD, the primary responsibility for building security lies with OPS. Lieutenant Miller noted that there is coordination and cooperation between the County and the City of Los Angeles on security issues.

Chair Hill commented that she has observed security personnel watching visitors but indicated that security personnel at entrance sites sometimes seem disinterested. Chair Hill asked if the OSM collaborated with Judge Cecil Mills on security for the Courts. Lieutenant Miller remarked that he had worked with Judge Mills in a previous assignment, and that there was a good relationship between OSM, the Security Operations Unit, and the Courts. Lieutenant Miller stressed that the mandate from the Board to keep the building open to the public requires a low profile, but that security personnel are attuned to individuals who may exhibit improper behavior.

Chair Emeritus Philibosian inquired as to who selects and supervises private security personnel. Lieutenant Miller answered that the current vendor, Securitas, Inc., selects the personnel but coordinates assignments in the Hall of Administration and the Court Services Division of the Sheriff's Department with OPS.

Commissioner Parks expressed concern over the training of private security personnel. Sergeant Cook commented on his experiences with private security personnel, and recent improvements in screening and training requirements. Sergeant Cook emphasized his active role working with Securitas to improve the selection process, and his confidence in the quality of the current security personnel.

Chair Hill thanked Lieutenant Miller and Sergeant Cook for their insightful and informative report.

## **VII. EXECUTIVE DIRECTOR'S REPORT**

Mr. Staniforth made no report.

## **X. PRESENTATION**

Chair Hill introduced Rocky Armfield and welcomed him to the meeting.

Rocky Armfield  
County Risk Manager

*Topic: The Achievements of Risk Management*

Mr. Armfield, the County Risk Manager since 2003, provided an engaging presentation on the achievements and goals of the Risk Management Branch of the Chief Administrative Office. Mr. Armfield noted the first ever reduction in the costs of risk programs for Los Angeles County had occurred in fiscal 2004-5. The County saw a drop of \$55 million as compared to fiscal 2003-4. The long term implications for savings are even greater, since most payouts are spread out over time. Mr. Armfield attributed the turnaround to the joint efforts of the legislature, the Office of Security Management, and the Chief Administrative Office working in cooperation with Risk Management.

Mr. Armfield also discussed major issues facing Risk Management now and in the future, such as costs associated with lifestyle illnesses, and positions in which there is a presumption that illnesses are job related. Mr. Armfield explained a few of the solutions to continued rises in liability costs such as corrective action plans and loss prevention plans.

## **XI. NEW BUSINESS**

### **Discussion of the Future Direction of the Commission**

Chair Hill asked the Commissioners to consider the possibilities in doing business differently. Chair Hill offered several suggestions to make the Commission work more effectively, including: increased use of conference calls to improve the frequency of contact involving committee work; evaluation of the effectiveness and continued existence of current task forces; and committing the entire Commission, rather than a task force, to a project. Mr. Staniforth raised the issue of possible Brown Act implications of a Commission-wide effort. Chair Hill stated her intention to have County Counsel advise the Commission on Brown Act concerns. Chair Hill also suggested that task force reports and topics that would not be discussed be left off the agenda.

## **XII. PUBLIC COMMENT**

Opportunity for members of the public to address the Commission on items of interest that is within the subject matter jurisdiction of the Commission. No members of the public commented.

## **XIII. ADJOURNMENT**

Chair Hill adjourned the meeting at 12:00 p.m.

Respectfully Submitted.



Bruce J. Staniforth  
Executive Director

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