



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

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

Members of the public may participate remotely or listen to the meeting via
telephone at:

Virtual Meeting
Call in Number: (669) 900-9128
Meeting ID: 839 6889 9388
Passcode: 759370

https://bos-lacounty-
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.

- 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

- Viggo Butler
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"

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

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, 1st 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 1st 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 (1st District), Holly Mitchell (2nd District), and Lindsey Horvath (3rd 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.