

# County of Los Angeles

## Productivity Managers' Network

**General Meeting and Training**  
**Virtual Meeting**  
**May 4, 2022, at 9:30 a.m.**

The Productivity Managers' Network's (PMN) was held virtually on Wednesday, May 4, 2022. Approximately 42 Productivity Managers, Commissioners, and Commission staff were in attendance.

### Meeting Agenda



*Arman DePanian, Chair  
Productivity Managers' Network*

### Welcome Remarks

**Arman DePanian, PMN Chair**, Department of Children and Family Services, and **Commissioners Maxwell Billieon and Yasmine-Imani McMorris, QPC/PMN Co-Liaisons**, welcomed Productivity Managers to the meeting.

Arman thanked Managers for responding to the training survey sent out on February 16, 2022. The survey assisted the Executive Committee to make decisions about future trainings and/or presentations at PMN meetings based on the Network's preferences. Due to the overwhelming response and positive support of the Los Angeles County Employees Retirement Association's (LACERA) presentation on February 16, 2022, they were invited back to give a presentation on LACERA's Special Durable Power of Attorney. More on their presentation further in the newsletter.

He also welcomed and introduced Commissioners Maxwell Billieon and Yasmine-Imani McMorris to the meeting.

### 2022 Commission Announcements

**Commissioner Maxwell Billieon**, provided the following Commission updates:

- The 19<sup>th</sup> Annual Leadership Conference will be held in-person on Wednesday, June 1, 2022, 9:00 - 11:30 a.m. Doors open and registration begins at 8:30 a.m. A save-the-date email was sent to the Network and a



*Maxwell Billieon, Commissioner  
Quality and Productivity Commission*

formal invitation will follow. This year's theme is "People First: Expanding Possibilities." There will be a live streaming component for those who cannot attend. Productivity Managers are asked to share the link with all employees in their respective departments.

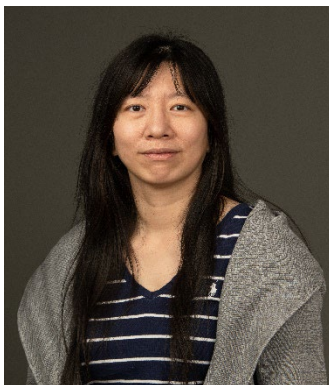
- Planning for the 35<sup>th</sup> Annual Productivity and Quality Awards (PQA) Program is underway. The application and guidelines were sent to all Department Heads and the Network. PQA training was provided to the Network at the May 4<sup>th</sup> meeting. The PQA will be held in person on Wednesday, October 12, 2022, beginning at 11:30 a.m. Please mark your calendars, as well as your Department Heads. The Commission appreciates Manager's assistance and participation in these events.
- Commission Brown Act meetings will continue as virtual. The Commission may be returning to in-person meetings sometime this year. Commission staff will keep the Network updated on any changes to the locations.
- The Commission recently welcomed its newest Commissioner - Yasmine-Imani McMorrin. She is an appointee by the Second Supervisorial District. She is a Councilmember from Culver City, an Attorney and an Equity Advocate and a mom. She earned a Juris Doctor degree from Rutgers School of Law and B.A. in Economics from Spelman College. This is Commissioner McMorrin's first meeting as QPC/PMN Co-Liaison.

Commissioner McMorrin thanked Commissioner Billieon for the kind introduction. She stated it is a pleasure being at the meeting and looks forward to her new role as QPC/PMN Co-Liaison. She is happy to be on the Commission and is learning so much about how the County works and the roles of each County department. She is excited to meet everyone and looks forward to working and meeting the Managers on the Network. She thanked everyone for the warm welcome.



*Yasmine-Imani McMorrin*  
*Quality and Productivity Commission*

## Power Point Presentation



*Michelle Jiang, Co-Chair*  
*Productivity and Quality Awards*



*Inna Sarac, Co-Chair*  
*Productivity and Quality Awards*

**Michelle Jiang, Productivity Manager,** Department of Consumer and Business Affairs, and **Inna Sarac, Productivity Manager,** Medical Examiner-Coroner, **PQA Co-Chairs,** gave a presentation on the PQA application process. They announced this year's theme as "Adapt, Create, Achieve."

With the PQA going back to an in-person event, after a two-year hiatus, their presentation was important as it provided seasoned Managers with a refresh on the PQA process, and more importantly, new Managers with the information they need for their first PQA season. Managers paid close attention as they explained the changes to the forms, guidelines, logistics, and what it takes to have a successful application. They also discussed the importance of dates

(deadlines), application content, and word counts for the title of the proposals. During their presentation, there were questions and dialogue between Managers that helped to address concerns.

The deadline to submit PQA applications was June 24, 2022, by 5 p.m. Managers had the option to submit applications electronically.

### Power Point Presentation

**Maria Calderon and Edwin Tom, Retirement Benefits Specialists,** Los Angeles County Employees Retirement Association (LACERA), gave an informative presentation on the Special Durable Power of Attorney (POA). Managers learned why someone would choose to have a POA, what actions are permitted by an Attorney-in-Fact, when does a POA becomes effective and terminated, its limitations and requirements, and why is it “special” and “durable.” Managers especially appreciated the step-by-step explanation on how to fill out the application, including the dos and don’ts. Managers learned about this valuable document available to them and more importantly, they can take it back to their respective departments and share with other employees.



### Raffle Winners

Congratulations to Jennifer Coultas, Child Support Services, and Sara Keating, LA County Library. They were the winners of gift cards to Starbucks!