



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF
August 22, 2022, at 10:00 a.m.

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

Virtual Meeting
Call in Number: (669) 900-9128
Meeting ID: 816 6494 5279
Passcode: 213464

Join Zoom Meeting

https://bos-lacounty-
gov.zoom.us/j/81664945279?pwd=S2ZTWmhQRXNMcXFhYk1Dd1JBZGph
Zz09

CALL TO ORDER

Nichelle Henderson, Chair, called the meeting of the Quality and Productivity Commission to order at 10:03 a.m.

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

Jacki Bacharach
Maxwell Billieon
Viggo Butler
Teresa Dreyfuss
Rodney Gibson
Nancy Harris
Nichelle Henderson
Shawn Landres

Huasha Liu
Edward McIntyre
Yasmine-Imani McMorrin
E. Scott Palmer
William B. Parent
Jeffrey Jorge Penichet
Dion Rambo

ABSENT

William Wright

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Arman Depanian, Chair

ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson made the following statement regarding AB 361. On August 9, 2022, the Board of Supervisors approved a motion to continue teleconference meetings under AB 361.

As such, the Commission will continue to meet via teleconferencing in compliance with AB 361 until such time as deemed otherwise by the Board. The Board will next take action in 30 days.

Chair

Nichelle M. Henderson

First Vice Chair

E. Scott Palmer

Second Vice Chair

Teresa Dreyfuss

Immediate Past Chair

Jacki Bacharach

Chairs Emeriti

Rodney C. Gibson, Ph.D.

J. Shawn Landres, Ph.D.

Edward T. McIntyre

Maxwell Billieon

Viggo Butler

Nancy G. Harris

Huasha Liu

Yasmine-Imani McMorrin

William B. Parent

Jeffrey Jorge Penichet

Dion Rambo

Will Wright

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Tammy Johnson

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

"To enrich lives through
effective and caring service"

OPENING REMARKS

Commissioner Henderson welcomed everyone to the August 22, 2022, meeting and noted the meeting is being recorded. She 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 Executive Director, Jackie Guevarra, by August 21, 2022, 4:00 p.m. No written comments were received.

She 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.

APPROVAL OF THE JULY 25, 2022 MINUTES

Commissioner McIntyre moved to approve the minutes of July 25, 2022, seconded by Commissioner Harris. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Butler, Dreyfuss, Harris, Henderson, Landres, Liu, McIntyre, McMorris, Palmer, Parent, Penichet and Rambo
No: None
Abstain: Commissioner Gibson

Commissioners Bacharach and Billieon were not present during this item.

PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSAL (FOR DISCUSSION AND POSSIBLE ACTION), FISCAL YEAR 2022-2023, 1st QUARTER (AGENDA #4)

Commissioner McIntyre reported there is one project on the agenda, Project 23.1, Fire, for *Health Information Exchange (HIE) Access*, a request for an \$80,000 Grant. However, the Department asked to postpone the presentation of the project until the next Commission meeting on October 24, 2022.

The outstanding PIF fund balance is \$3,981,050. The Commission is expecting additional funds later this year.

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #5)

Commissioner Henderson reported the following:

- The next regular Commission meeting will be on October 24, 2022. There is no Commission meeting in September. Guest Speaker for the October 24, 2022 meeting is Kate Anderson, Executive Director, Center for Strategic Partnership. She will provide an overview of the County's public private partnership efforts.

- Working with Labor on Blaine Meek's replacement
- The next biennial meeting with Fesia Davenport, Chief Executive Officer, is October 7, 2022. If a Commissioner has any specific topic brought up during the meeting, please let Commission staff or the Chair know directly

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #7)

Jackie Guevarra, Executive Director, reported on the following:

- An email notification was sent on August 10, 2022 for a virtual Commissioner's Networking Forum hosted by Commission Services, Executive Office of the Board of Supervisors on Thursday, September 15, 2022 at 10 a.m. The featured speaker is Dr. D'Artagnan Scorza, Executive Director, Anti-Racism, Diversity, and inclusion initiative
- Commission staff are working on the Fall Quarterly Newsletter, which is due on September 30, 2022
- PQA Update
 - Top Ten Site Visits are scheduled from August 15-30, 2022 (virtual or in-person). As required by Policy 2 Commissioner Participation Policy, Commissioners are to attend a minimum of three PQA Top Ten visits
 - Filming of the Top Ten projects will begin shortly after the site visits on September 6-20, 2022
 - Staff are working on scripts for the filming, coordinating the speakers and locations of filming, coordinating with the Music Center (table layouts, public health requirements, menu, equipment needs), LA36 (Top Ten and Commission Specials videos), Internal Services Department, Audio/Video contactor, Alpha printing (program books), flowers, House of Trophies (plaques and Eagles), invitations/RSVPs, sponsorships, etc.
- 20th Annual Leadership Conference – the ad hoc Committee has been selected: Jacki Bacharach, Shawn Landres, Edward McIntyre, Yasmine-Imani McMorrin, William Parent, and Dion Rambo. The term of the committee in July 2022 – June 2023. The next ad hoc Committee meeting is scheduled for Monday, January 9, 2023. The committee should begin thinking about a theme and possible speakers. These topics will be addressed at the first meeting

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #6)

Arman Depanian, Chair, reported the following:

- The Productivity and Quality Awards (PQA) Evaluation was held at Burton Chase Park in Marina del Rey on August 3, 2022. There were 80 projects to evaluate, and we received scores from Productivity Managers in 28 Departments and 5 from Commissioners.
- A total of 36 Productivity Managers—one was from the 1st District Board office—and 5 Commissioners attended.
- Commissioner Bill Parent gave welcoming remarks and thanked Beaches and Harbors staff for coordinating the evaluation. Inna Sarac and Michelle Jiang

(PQA Co-Chairs) thanked Managers for attending and announced that PQA seating will be limited to 300 guests.

- Jackie Guevarra continued former Commissioner Evelyn Gutierrez's legacy of recognizing the following projects for their creative titles—a: *Stay Housed L.A (DCBA)*; *Take Me To Your Leader (DHS)*; *Delete the Divide (ISD)*; *Forever Friends (Probation)*; and *Over 2 Million Served (DPH)*.
- Several new managers were appointed in the last few months. Michael Iwanaga (Alternate Public Defender), Jonathan Rono (Auditor-Controller), Julia Kim (Fire), Yvette Kemhadjian (DHS-Olive View-UCLA Medical Center), Tommy Baines (Probation), and Thomas Moore and Marcus Huntley (Public Defender). A new managers orientation will be held soon for all new managers.

PRODUCTIVITY AND QUALITY AWARDS AD HOC COMMITTEE UPDATE (AGENDA #8)

Commissioner Landres made the following report:

- Event date: Wednesday, October 12, 2022, 11:30 a.m. – 12:30 p.m. Please let staff know if you are attending the luncheon
- Congratulations to the Top Ten, Commission Specials and the Certificate Winners
- The Top Ten site visits are underway. Commissioners are encouraged to sign up for at least 3 visits
- Scores for each Top Ten project are due to Commission staff by August 30, 2022
- In-person attendance is limited to 300

DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA#9)

Commissioner Palmer made the following report:

- The Department Visit report for the Public Defender's visit on June 27, 2022 was presented for discussion. The report was received and filed with no discussion
- Upcoming visits: Public Health (August 31, 2022); Sheriff's Department (October 27, 2022); and Assessor's Office (postponed to 2023).

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA#10)

Commissioner Butler made the following report:

- The ad hoc Committee is working on hiring a consultant to conduct a full review; members of the Committee met with County Counsel on August 10, 2022 to hear options on hiring the consultant (e.g., RFI, CEO Master Agreement, sole source)
- Compile information from interviews with seven County departments
- Develop a Statement of work based on preliminary findings on procurement issues

After discussion and questions, there was consensus for members of the ad hoc Committee to meet with the Commission Chair to discuss the next steps based on the preliminary findings and how best to move forward. The Commission is subject to the County's procurement rules and protocols that are in place when hiring a consultant. The Commission will also collaborate with Internal Services Department, Chief Executive Office, and Auditor-Controller—departments named in the Board Motion—

along with County Counsel and the Board of Supervisors, Executive Office. The Commission will provide an progress report to the Board by the 180 days noted in the Motion.

LOS ANGELES COUNTY ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020), NO. 20 – PROSPERLA.COUNTY.GOV (AGENDA#11)

Commissioner Henderson made the following report:

- The next biannual report is due on June 30, 2022
- Jackie Guevarra, Executive Director, is working on the draft report and will circulate it for review

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#12) – FOR DISCUSSION ONLY

Commissioner Landres stated that the LA vs HATE United Against Hate Week has been scheduled for November 13–19, 2022. He also asked Commissioners to join in spreading with word or to begin a campaign within their organizations

Commissioner Rambo stated that Telehealth Vans are expanding throughout Los Angeles County with virtual, mental health and homeless services. Building Los Angeles Today continues to be a free contract information program, powered by Rambo House.

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #13) – FOR DISCUSSION ONLY

None

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #14) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #15)

None

ADJOURNMENT

Commissioner Penichet moved to adjourn the meeting, seconded by Commission McIntyre. The meeting adjourned at 11:14 a.m. The next full Commission meeting will be on Monday, October 24, 2022.