

LOS ANGELES COUNTY

ECONOMY AND EFFICIENCY COMMISSION

ROOM 163, HALL OF ADMINISTRATION / 500 WEST TEMPLE / LOS ANGELES, CALIFORNIA 90012 / 974-1491

Joe Crail, Chairperson
Robert J. Lowe, Vice Chairperson

M I N U T E S

FULL COMMISSION MEETING

October 6, 1982

Members Present

Joe Crail, Chairperson
Susan Berk
George Bodle
Gunther Buerk
John Byork
Harold Campbell
Haig Kehiayan
Thomas Kranz
Robert Lowe
Lauro J. Neri
Robert Segall
Wally Thor

Members Excused

Jack Drown
Milton Gordon
Abe Lurie
Gloria Starr
Dean Sweeney
Dr. Edward Zalta

Members Absent

Robert Ruchti
Richard Snyder

Susan Berk
George E. Bodle
Gunther W. Buerk
John D. Byork
Harold Campbell
Jack Drown
Dr. Carolyn L. Ellner
Milton G. Gordon
Haig Kehiayan
Thomas F. Kranz
Abraham M. Lurie
Lauro J. Neri
Robert Ruchti, II
Robert Segall
Richard Snyder
Gloria Starr
Dean Sweeney, Jr.
Wally Thor
Dr. Edward Zalta

Joe Crail called the meeting to order at 9:45 a.m.

Announcements

Carolyn Ellner, who has been a commissioner for approximately seven years, resigned effective September 23. She was initially appointed by Jim Hayes and later reappointed by Supervisor Ed Edelman. Carolyn has assumed a new position as Dean of the School of Education, at California State University, Northridge and will not have sufficient time to devote to the commission any longer.

The commission has been invited to attend a League of Cities, Board of Directors, meeting on Thursday, October 7. John Campbell will present an overview of the past and present activities of the commission. Gunther Buerk, John Byork, and Harold Campbell will also attend this meeting.

John Campbell voiced concern about the decline in attendance at commission meetings and suggested that the Executive Committee review the matter. It is apparent that an attendance problem is developing even though we are having fewer meetings. The policy governing absences was reviewed and discussed. Joe Crail suggested that he write a letter to the commissioners focusing on the attendance issue to determine their intentions. Any suggestions for changes in the structure or time of the meetings will be invited.

Approval of Minutes

On motion by Harold Campbell, seconded by Haig Kehiayan, the minutes of the last meeting were approved.

Recommendations on Courts

John Campbell reported that Supervisor Edelman has sent a list of proposed reforms on increasing productivity in the judicial system to the Judicial Procedures Commission for review.

There is action brewing in the courts regarding the development of revenue programs introduced by the Countywide Criminal Justice Coordinating Council. This proposal recommends revising the statutory formula for the distribution of revenues from fines and forfeitures among the cities and County. The current formula is approximately 80% for the cities and 20% for the County. An alternative to this revision would be to increase the current base revenues and attempt to increase user fees, which was recommended by the Task Force on Courts in their report.

Inventory Control Systems

Nothing significant has been developed by this task force other than what has occurred on the Mechanical Department.

Mechanical Department

Joe Crail gave a progress report on the Mechanical Department in Jack Drown's absence. A meeting was held on September 1 with Al Sowa and the task force members to discuss the status of the recommendations made by the commission and adopted by the Board. The status is as follows: 1) Mechanical has prepared a RFP for an Automotive Inventory Control System which is a fleet inventory tracking function. 2) A training program for all automotive personnel is being implemented. 3) A physical inventory of all the warehouses has been completed. 4) They are currently reevaluating the COPARS proposal to determine its feasibility.

During the meeting, Mr. Sowa advised that the Mechanical Department is focusing its major thrust on implementation of the cost accounting module which should result in improving departmental cost information.

Robert Segall suggested contacting the CAO analyst who works with the Mechanical Department to assess and monitor their implementation progress. John Campbell agreed to invite the analyst to the next task force meeting.

The task force will meet with Al Sowa and his newly assigned specialist within the next ten days for a progress update.

Chief Administrative Office

Robert Lowe reported that the task force has conducted four interviews which were aimed towards assisting them in defining key issues. The first meeting was conducted with Harry Hufford and several members of his staff. The purpose was to obtain a clear understanding of CAO functions and operating procedures. Subsequently, smaller groups of the task force met individually with Sheriff Block, Alex Pope, and John Van De Kamp to assess their perspective as elected officials on the operation of the CAO's office. The task force is scheduled to meet again during the week of August 11 to define the specific issues they will be evaluating.

Productivity Advisory Committee

The five-year plan has been finalized and will be submitted to the Board. The Economy and Efficiency Commission will receive a summary. Susan Berk reviewed progress to date noting that several productivity projects have now been accomplished and that most others are being managed in a systematic and timely fashion.

She applauded efforts the new County manager of Animal Control has initiated in terms of productivity improvement, establishment of incentives, and the implementation of a feasible cost accounting system.

The CAO's office, in conjunction with the Productivity Committee, conducts seminars on Quality Circles, Long Range Planning, and Project Planning which were very informative and helpful.

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Public Administrator-Guardian Committee

Since meetings of this Committee are conducted on a quarterly basis only, there was no report. The next meeting is scheduled for October 14.

Contract Services Advisory Committee

No report.

The commission adjourned at 10:35 a.m.