

County of Los Angeles

Productivity Managers' Network

General Meeting and Training
February 14, 2024, at 9:30 a.m.

The Productivity Managers' Network (PMN) held its first meeting of the year in-person on Wednesday, February 14, 2024, at the Belvedere Community Regional Park. Over 26 Productivity Managers, and Commission staff attended the in-person meeting.

Meeting Agenda

Welcome Remarks



*Heidi Oliva, Chair
Productivity Managers' Network*

Heidi Oliva, PMN Chair, Fire Department, welcomed Productivity Managers to the meeting.

She thanked Managers once again for voting on the slate of officers for 2024. The Executive Committee includes Heidi Oliva, Chair, Keisha Belmaster, 1st Vice-Chair (Health Services – Harbor/UCLA), Arman Depanian, 2nd Vice-Chair (Children and Family Services), Patricia Soltero Sanchez, PQA Chair (Health Services – Rancho Los Amigos National Rehabilitation Center), Connie Salgado-Sanchez, Training and Education Chair (Health Services - Administration), and Stephanie Maxberry (Economic Opportunity and Jennifer Coultas (Child Support Services), as Executive Advisors.

Heidi stated it is an honor to represent the PMN as Chair once again this year. She is looking forward to working with Commissioners, Commission staff and leading the Network in achieving the Commission's goals. She also made the following remarks:

- The PMN Holiday Reception was held on December 6, 2023, at Rancho Los Amigos Rehabilitation Center in Downey. She thanked Patricia Soltero-Sanchez and her staff for all their assistance in making the reception such a success. She also thanked Keisha Belmaster for taking the lead with the fun games.
- The Network voted to continue with a hybrid schedule for 2024. The February and August meetings, as well as the Holiday reception will be held in-person, and the May and November meetings will be held virtually. The Executive Committee appreciates the feedback from the Network.
- On behalf of the Productivity Managers' Network, we welcome back Commissioners Scott Palmer and Derek Hsieh as PMN/QPC Co-Chairs to the Network. The Network looks forward to working with them throughout the year and appreciate all their support.
- A New Managers' Orientation meeting was scheduled on February 8, 2024. It was a great turnout, and the goal is to have the new Managers who attended have a better idea of their role with the Commission.
- Presentations today include Effective Communication and Difficult Conversation by David Nafarrete, Human Resource Analyst, Workforce & Employee Development Division in the Department of Human Resources, and the

2024 Commission Announcements

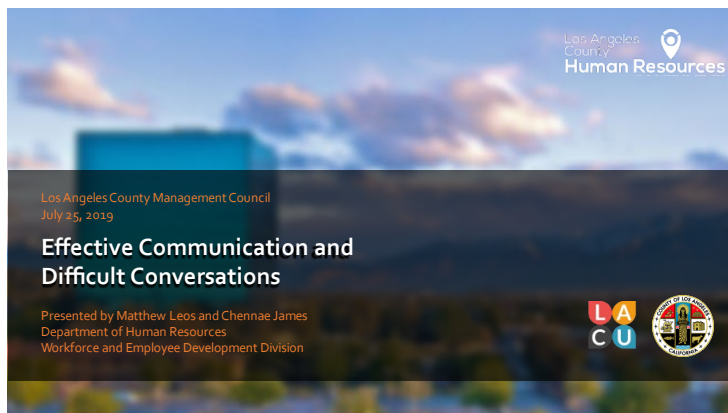
Jackie T. Guevarra, Executive Director, reported on behalf of Commissioner Scott Palmer, QPC/PMN Co-Liaison, and provided the following Commission updates/announcements:



*Jackie T. Guevarra, Executive Director
Quality and Productivity Commission*

- Commissioner Palmer enjoyed meeting and working with everyone last year. He, along with Commissioner Derek Hsieh, are looking forward to another exciting and productive year and working with Managers once again.
- The Commission is currently working on the 21st Annual Leadership Conference. It is scheduled for Thursday, June 20, 2024. This year's theme is "LA County on the World Stage", with the objective: To foster collaborative leadership that ensures excellence, equity, inclusion, and opportunity as LA County engages on the world stage. She asked Productivity Managers to save-the-date on their calendar and their respective Department Head's calendar.
- The Commission has also started planning the 37th Annual Productivity and Quality Awards program. The announcement memo with all the details should go out by mid-March. PQA training/review will be held at the next PMN meeting on May 1, 2024. Applications are due on Friday, June 21, 2024, but start now! It is not too early to start looking at potential projects within your departments.
- The Commission has 16 Department Visits scheduled this year. Once again, the Commission will allow virtual in addition to in-person meetings this year. It will be up to your respective Department Head to decide what works best for the department.
- The Commission is currently soliciting Productivity Investment Fund (PIF) proposals for the 4th Quarter of Fiscal Year 2023-2024. The deadline to submit proposal for the next quarter is April 5, 2024, by 5 p.m.

Power Point Presentation



David Nafarrete, Human Resources Analyst IV, Workforce & Employee Development Division, Department of Human Resources, gave an informative presentation on Effective Communication and Difficult Conversations.

Managers will take the information back to their respective departments for discussion, consideration and to potentially incorporate effective and difficult conversations in their business practices.

Power Point Presentation

Arman Depanian, Co-Chair, Productivity Investment Board Advisory Committee, gave a presentation on the PIF process to assist Managers as they prepare for their PIF proposals in the months ahead. Managers paid close attention as they explained what it takes to have a successful PIF proposal.

The PowerPoint presentation provided a clear roadmap of the process, which will be invaluable to Productivity Managers who have not yet submitted a PIF in the past and as a refresher to more seasoned managers.



*Arman Depanian, Chair
Productivity Managers' Network*

Laura Perez, Program Manager, was also available to answer any follow-up questions the managers had regarding the PIF process.

Raffle Winners

Congratulations to Rhonda Hennessy and Elida Rodriguez, both Productivity Managers from the Sheriff's Department! They were our raffle winners and took home gift cards from Starbucks.



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A special "Thank You" to Hector Adame, Anthony Brand and his staff at Belvedere Community Regional Park for their assistance in making the PMN meeting a success.

