

LOS ANGELES COUNTY

ECONOMY AND EFFICIENCY COMMISSION

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

George E. Bodle, Chairperson  
Dr. Carolyn L. Ellner, Vice Chairperson

MINUTES  
FULL COMMISSION MEETING

September 2, 1981

Susan Berk  
Gunther W. Buerk  
John D. Byork  
Anne S. Collins  
Joe Crail  
Jack Drown  
Milton G. Gordon  
Thomas F. Kranz  
Dr. Richard G. Lillard  
Robert Lowe  
Abraham M. Lurie  
Lauro J. Neri  
Robert Ruchti, II  
Richard Snyder  
Gloria Starr  
Wally Thor  
Peter L. Tweedt  
Bryan Walker  
Connie Worden

Members Present:

George E. Bodle, Chairperson  
Susan Berk  
Joe Crail  
Jack Drown  
Carolyn L. Ellner  
Thomas Kranz  
Robert Lowe  
Abe Lurie  
Lauro Neri  
Robert Ruchti, II  
Richard Snyder  
Dean Sweeney  
Wally Thor  
Peter Tweedt

Members Excused:

John D. Byork  
Gunther W. Buerk  
Milt Gordon  
Haig Kehiayan  
Gloria Starr

George Bodle called the meeting to order at 9:45 a.m.

George introduced new commissioners: Gunther Buerk, Joe Crail, Jack Drown, Haig Kehiayan, Robert Lowe, Richard Snyder and Dean Sweeney. All commissioners introduced themselves.

Announcements

John Campbell explained that parking passes are controlled. They expire at the end of each term on the commission. The commission office will be issuing new passes expiring in 1983 during the next month. Old passes should be surrendered.

George Bodle suggested that at some point before the next meeting new commissioners meet for a briefing on the work of the commission. He suggested that the members review the past reports such as the reports on Proposition 13 and Civil Service--would like to bring some of these reports pertinent to today up to date.

A motion was made by Peter Tweedt, seconded by Robert Ruchti and passed, to excuse the absent commissioners who had contacted the commission office.

#### Report on Productivity Advisory Committee

Susan Berk serves as E & E representative on the Productivity Advisory Committee. She reported that productivity reports have already been turned in from department heads and managers. Work is now being done by the Audit Division, CAO, to inventory county operations where productivity measures can be economically applied. They are using management audits, reviewing the current structure of county work measurements programs, investigating alternatives, including organization structure, and preparing a format for a progress report from management. A five-year plan will be developed--including a periodic report to the Board of Supervisors from the CAO.

Ms. Berk said that the Productivity Committee has been divided into subcommittees. She will be chairing the subcommittee on Applied Research Evaluation Long-Term Productivity Objectives.

Supervisor Antonovich wants the committee to evaluate the Mechanical Department. The E & E commission has several recommendations on the Mechanical Department. The committee will be working with these reports, bringing them up to date and making recommendations.

The Management Audit Division, CAO, is planning to hold a seminar for all managers on productivity. Susan Berk stated that she will be working with them and exploring possible resources. Productivity comes from within the departments.

#### Task Force on Courts

Tom Kranz reviewed the creation and goals of the task force for the new members. Mr. Kranz reminded the task force that there would be a meeting on September 23, at 9:30 a.m. in room 163, to finalize the draft of the report. Mr. Kranz hopes that at the next full meeting, Oct. 7, the report will be adopted by the commission and then submitted to the Board of Supervisors. All members were invited to review the draft. Past members that participated and contributed to the task force will be identified in the final report.

In view of the budget crisis that the government faces, Mr. Kranz feels that the task force has come up with very sensible short range recommendations to give to the Board in cutting costs with jury operations, civil suits, marshal fees, interest rates on judgments, etc. He feels that the timing of this report is good for government response.

### Task Force on Contracting

John Campbell reported for Larry Neri who was away on another assignment. The County has made some progress on contracting, but it has been slow. Part of the problem in implementing contracting in the County is that there is no central source of expertise and technical assistance to department heads. Right now the prime issue is how to manage this function and evaluate the contracts.

Mr. Bodle suggested that John prepare a letter to go to the Board telling them that we are interested in researching this subject and will work in conjunction with the Contracting Advisory Committee.

Commissioners interested in being on this task force, chaired by Larry Neri, are Robert Lowe, Jack Drown, Dean Sweeney and Wally Thor.

### Task Force on Inventory Control

Joe Crail reported that on a motion of Supervisor Antonovich we have been asked to make a study of inventory control and security of County equipment and supplies and make an analysis of loss over the past four years. The immediate problem will be with inventory management and discovering how much theft has occurred. We will concentrate on ways to control the opportunities for future theft and secure operations. Gunther Buerk, Peter Tweedt and Abe Lurie have been appointed to serve on the task force.

Wally Thor suggested that the commission use cassette taped messages to communicate with the supervisors. Mr. Thor suggested that members volunteer to supply a play-back machine to go with the tape to the supervisors. George Bodle said he would look into the idea of taped messages. On motion by Wally Thor, seconded by Peter Tweedt and adopted unanimously, the commissioners decided to experiment with the taped message idea as a supplement for personal contact with the supervisors.

Commissioners discussed the need to meet with the Supervisors, the CAO and other county officials to gain an understanding of their problems.

George Bodle adjourned the meeting at 11:10 a.m.