



Los Angeles County QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF

January 27, 2025, at 10:00 a.m.

Kenneth Hahn Hall of Administration, Room 140
500 West Temple Street, Los Angeles, CA 90012

County of Los Angeles
Quality and Productivity
Commission

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Chair

William B. Parent

First Vice Chair

Will Wright

Second Vice Chair

Marsha D. Mitchell

Immediate Past Chair

Nichelle M. Henderson

Chairs Emeriti

Jacki Bacharach
Rodney C. Gibson, Ph.D.
J. Shawn Landres, Ph.D.
Edward T. McIntyre

Viggo Butler
Teresa Dreyfuss
Nancy G. Harris
Derek Hsieh
Huasha Liu
E. Scott Palmer
Jeffrey Jorge Penichet
Dion Rambo
Mark A. Waronek

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Betty Belavek
Ruben Khosdikian

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

*"To enrich lives through
effective and caring service"*

Members of the public may participate remotely or listen to the meeting via
telephone at:

Virtual Meeting

Call in Number: (669) 900-9128

Meeting ID: 824 0285 8892

Passcode: 128096

<https://bos-lacounty->

gov.zoom.us/j/82402858892?pwd=xc9OjlwgG1aowOQ7PzaYEuhpouYqvy.1

CALL TO ORDER

Commissioner Parent, Chair, called the meeting of the Quality and Productivity Commission to order at 10:04 a.m.

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

Jacki Bacharach	Huasha Liu
Viggo Butler	Edward McIntyre
Teresa Dreyfuss	Marsha Mitchell
Rodney Gibson	William Parent
Nancy Harris	Jeffrey Jorge Penichet
Nichelle Henderson (Virtual)	Dion Rambo (Virtual)
Derek Hsieh	William Wright
J. Shawn Landres	

ABSENT

E. Scott Palmer
Mark Waronek

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Keisha Belmaster, Chair (Virtual)

OPENING REMARKS

The Commission observed a moment of reflection in remembrance of the lives lost and the communities impacted by the devastating wildfires in Los Angeles County. Commissioner Parent thanked the coordinated leadership from the Board of Supervisors, the Chief Executive Office, various department heads, and disaster service workers for their commitment to rebuild.

Commissioner Parent welcomed everyone and noted the meeting is being recorded. He 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. The public can inform Jackie Guevarra via email or the chat feature which item(s) they 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 Jackie Guevarra by January 26, 2025, 4:00 p.m. No written comments were received.

He 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.

LAND ACKNOWLEDGEMENT (AGENDA #2)

Commissioner Parent announced the Commission will start each Brown Act meeting by reading the Land Acknowledgement, as approved by the Board of Supervisors. For a copy of the Land Acknowledgement, please visit the Department of Arts and Culture at <https://www.lacountyarts.org/about/land-acknowledgment>. To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website <https://lanaic.lacounty.gov/>.

ASSEMBLY BILL 2449 (AGENDA #3)

Commissioner Parent announced that AB 2449 became effective on January 1, 2023. Provisions of this bill permit members of a legislative body of a local agency to participate remotely and to not identify their location.

Commissioner Parent announced that Commissioners Henderson and Rambo were attending the meeting remotely under AB2449 (for just cause). Commissioners Henderson and Rambo confirmed that no person over 18 years old were present as a member of the public at their respective locations.

APPROVAL OF THE OCTOBER 28, 2024, MINUTES (AGENDA #4)

Commissioner Henderson moved to approve the minutes of December 16, 2024, seconded by Commissioner Landres. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Harris, Henderson, Hsieh, Landres, Liu, McIntyre, Parent, Penichet, and Rambo
No's: None
Abstain: Commissioners Mitchell and Wright

PRESENTATION BY THE COUNTY OF LOS ANGELES YOUTH COMMISSION (AGENDA #5)

Commissioner Parent introduced and welcomed Tiara Summers, Executive Director, Youth Commission. Ms. Summers gave a presentation on the County's Youth Commission.

Commissioners were briefed on the following topics (a PowerPoint accompanied the presentation):

- The history of the commission including: 1) purpose/ordinance; 2) 2024 accomplishments/goals and 2025 focus areas; 3) Youth/Community engagement via Supervisorial district listening sessions
- Board motion collaborations
- 2024 Accomplishments
- 2025 Upcoming Events

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #6)

Commissioner Parent, reported the following:

- The next QPC meetings are March 24 and April 28, 2025, in Room 140 at 10:00 a.m. The confirmed speaker for the April 28, 2025 meeting is Dr. Tamara Hunter, Interim Executive Director, Prevention & Promotion Systems Governing Committee.
- The Productivity Investment Board will meet on February 24, 2025, to review the first Productivity Investment Fund projects for the calendar year. Commissioner Gibson will Chair the PIB this year.
- Status of Commissioners reappointments (terms expired 1/1/2025):
 - District Offices have confirmed reappointments for Commissioners Butler, Parent and Waronek and are awaiting Board of Supervisors approval.
 - Commissioners Liu and Rambo were reappointed on January 7, 2025.

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #7)

Keisha Belmaster, Chair, reported the following:

- She wished everyone a Happy New Year and expressed that it is an honor to represent the Productivity Managers' Network (PMN) as Chair this year. She is looking forward to working with Commissioners and Commission staff and leading the Network in achieving the Commission's goals for 2025. She also thanked Heidi Oliva for her term as PMN Chair the last two years
- The PMN Holiday Reception was held on December 5, 2024, at the Department of Public Works (DPW) Headquarters. She thanked Leslie Schenk and Christina Arechiga, DPW Productivity Managers, for hosting the annual Reception. Approximately 35 Productivity Managers and Commissioners were in attendance. The Network donated toys for the 32nd Annual "Spark of Love" toy drive for underserved children and teens in Los Angeles County. The following were announced during the Reception:
 - The Executive Committee voted to have an in-person meeting schedule for 2025. The Executive Committee observed that Managers (new and seasoned) were not adequately interacting and networking with other Managers and Commission staff during virtual meetings. However, due to the recent wildfires and many County employees being called as DSW workers, the Executive Committee decided to host the meeting virtually via Zoom. All Managers were informed of this change
 - The PMN elected the following Officers for 2025: Keisha Belmaster (PMN Chair), Heidi Oliva (1st Vice-Chair), Arman Depanian (2nd Vice-Chair), Patricia Soltero

Sanchez (PQA Chair), Connie Salgado Sanchez (Training and Education Chair), and Jennifer Coultas serving as Executive Advisor.

- The PMN also donated toys for the 32nd Annual “Spark of Love” toy drive for underserved children and teens in Los Angeles County
- The PMN Executive Committee’s first meeting of the year was held on January 8, 2025. The Committee discussed and planned the PMN General Meeting and Training scheduled for February 12, 2025 at 9:30 a.m. The meeting will be held virtually. Training provided will be on the Productivity Investment Fund, and the Department of Human Resources will provide training on the NACo and CSAC application process. Commissioners are welcomed to attend all PMN meetings
- Commissioners Scott Palmer and Derek Hsieh will continue as designated QPC-PMN Liaisons to the Network in 2025. The Network looks forward to working with them throughout the year and appreciate all their support
- A New Managers’ Orientation meeting is scheduled for February 5, 2025; there are approximately 20 new Managers
- Fiscal Year 2024-25 third quarter PIF proposals were due on January 3, 2025. Three proposals were received from the Departments of Public Health, Military and Veterans Affairs, and Animal Care and Control. The PIB Advisory Committee met on January 15, 2025 to provide feedback to Departments
- Managers look forward to working with the Commission on the various Ad Hoc Committees, including the Leadership Conference and Productivity and Quality Awards Program in the coming year

EXECUTIVE DIRECTOR’S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #8)

Jackie Guevarra, Executive Director, reported the following:

- Staff have been working on and/or preparing for various meetings:
 - The Spring 2025 Quarterly Newsletter is due out by March 31, 2025
 - The 2024 Annual Report is in progress; the first draft was sent to Graphics Arts Unit during the week of January 20, 2025
 - PIF Annual and Final reports are due to the Commission on January 31, 2025. The Final Reports will be included in the Commission’s 2024 Annual Report
 - Leadership Conference ad hoc Committee meetings on January 27 and February 3, 2025
 - Speakers for the next Commission meetings, including experts on disaster response recovery. There was one scheduled for today, but unfortunately due to conflict they were not available to proceed. The consultant will be scheduled for the March or April meeting
 - Commission staff are working on the 21 Department Visits for 2025; there is one outstanding department to schedule
 - Working with Supervisorial District Offices on outstanding Commissioner Reappointments
 - Email reminders were sent out for new Commissioner Training classes. If Commissioners need help with access, they are to contact Commission staff
- Budget Report
 - Fiscal Year 2025-26 Budget Request (\$4 million)

- Participated in budget curtailment exercises:
- Recruitment/Commission Staff Update: Waiting for a start date for the new Senior Staff Analyst
- New assignment for the Executive Director:
 - Serve as Acting Chief of the Commission Services Division for the next several months
 - Jackie Guevarra asked Commissioners to take a more active role with the Department Visits and issuing the reports during her new assignment

DEPARTMENT VISIT AD HOC COMMITTEE REPORT (AGENDA #9)

Nichelle Henderson, Chair, Department Visit ad hoc Committee, reported the following:

- She thanked Commissioners Rambo (Vice Chair), Bacharach, Butler, Rod, Hsieh, Mitchell, Palmer, and Productivity Managers Lana Ghil (Department of Human Resources) and Jane Lam (Department of Public Health) for their feedback and input on the Department Visit process
- The ad hoc Committee met on January 6, 2025, to review the Department Visit process, documents, report format, follow up questions, and discussed the following:
 - The current 90-minute timeline for each visit will continue. Departments will be asked to reserve two hours of time to allow for additional time for Q&A, if needed
 - If a commissioner cannot attend a Department Visit but has a question that they want asked on their behalf, they are to send it via email to Commission staff at least one week before the visit and they will communicate it to the Department and to the Lead Commissioner
 - With 21 visits scheduled, the ad hoc discussed requiring Commissioners to sign up for more than the minimum 3 visits as required by Commission Policy No. 2.0 Commissioner Participation Policy. However, as of today, Commission staff reported that most of the scheduled visits have adequate number of Commissioners signed up to attend. Commissioners should mark their calendars for their confirmed visits
 - Most, if not all, Commissioners will need to lead a Department Visit this year
 - The ad hoc also made one change to Question #5 of the Department Visit Summary form and added “operational”, as follows: *State the major department quality and productivity challenges (e.g., operational, County processes, State and federal regulations, etc.). What specific county led resources and/or actions would be helpful to address these barriers?*

STRATEGIC LEARNING AD HOC COMMITTEE REPORT (AGENDA #10)

Will Wright, Chair, Strategic Learning ad hoc Committee, reported the following:

- Committee members: Ed McIntyre (2024 Report Lead), Rod Gibson, Teresa Dreyfuss, Shawn Landres, Huasha Liu, Bill Parent, and Productivity Managers Leslie Negritto (Natural History Museum) and Manuel Gomez (Military and Veterans Affairs)
- The ad hoc Committee met on January 7, 2025, and discussed the following:
 - Preliminary trends and reviewed PIF projects approved during 2023 and 2024, Department Visit reports and 2024 PQA submissions
 - The Committee will be working on identifying examples that support proposed trends before we finalize and start working on the draft
 - Next meeting is March 8, 2025 – goal is to have a draft report for review

LEADERSHIP CONFERENCE AD HOC COMMITTEE REPORT (AGENDA #11)

Shawn Landres, Chair, Leadership Conference ad hoc Committee, reported the following:

- Committee members: Jacki Bacharach (Vice Chair), Teresa Dreyfuss, Huasha Liu, Ed McIntyre, Marsha Mitchell, Bill Parent, Mark Waronek and Productivity Manager Louisa Ollague (Probation)
- Ad hoc Committee met on January 13, 2025, and discussed the following:
 - Preliminary discussion centered around the recent wildfires and potential roadmap ahead
 - Discussion focused on three areas:
 1. [Pre-fire] If there had been no wildfires, topic may be on AI (pending approval of County AI policy)
 2. [New Administration] New federal Administration focus (not politics, but economy, e.g., what happened in 2009 and 2015)
 3. [Wildfires]
 - What does County want to talk about regarding the wildfires, including rebuilding homes/businesses, equity (concerns with gentrification), maintaining essence/core/spirit/culture of the impacted communities, return to jobs, etc.
 - What does emergency preparedness, crisis response and communication, and next steps look like?
 - Who can speak to recovery, contracting work, who are the experts on Katrina, Lahaina, Northridge Earthquake who can speak on the roadmap to recovery?
 - How does this impact the upcoming Olympic Games?
 - Additional discussion points include what the Commission can do to help efforts (e.g., PIF projects to rebuild, new fire detection systems, etc.)
 - Brainstorming ideas for speakers
 - Reached out to CEO to inquire about planned messaging in June 2025
 - Concurrently, a Consulting firm reached out to Jackie Guevarra and offered to have their experts in Disaster Response and Recovery present to the Commission. However, the firm is not available for today's meeting, but plan to present on a roadmap to recovery at the March 17 or April 28, 2025, meeting
 - Additional discussion will be made at the next Leadership Conference ad hoc Committee meeting

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

Commissioner Bacharach thanked the Fire Department for presenting to the South Bay Cities Council of Governments. The presentation was about innovations by the Fire Department. It was followed by a presentation from Harbor-UCLA and their growth and relationships with hospitals

Commissioner Rambo announced that on January 25, 2025, his organization held a Contract Ready event which drew over 3,000 attendees. A representative from Governor Newsom's Office was present, along with Congresswoman Waters. The event focused on those who needed resources from the recent Los Angeles wildfires

Commissioner Landres volunteered his expertise related to the recovery and private/public philanthropic work. This is an example of the Commissioner knowledge and expertise utilized in support of the Commission's mission and objectives

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 PLACED ON A FUTURE AGENDA (AGENDA #14) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #15)

None

ADJOURNMENT

Commissioner Wright moved to adjourn the meeting, seconded by Commissioner Hsieh. The meeting adjourned at 12:51 p.m. The next full Commission meeting will be on Monday, March 24, 2025, at 10 a.m.