

**LOS ANGELES COUNTY  
CITIZENS ECONOMY AND EFFICIENCY COMMITTEE**

ROOM 372, HALL OF ADMINISTRATION / 500 WEST TEMPLE / LOS ANGELES, CALIFORNIA 90012 / 625-3811, Ext. 64605

M I N U T E S

FULL COMMITTEE MEETING

TIME: 8:40 A.M.

PLACE: ROOM 739, HALL OF ADMINISTRATION

DATE: NOVEMBER 23, 1966

Attendance

Committee Members:

H. C. McClellan, Vice Chairman  
Raymond Arbuthnot  
Max Candiotty  
Myron J. Carr, Jr.  
Mrs. Wayne Licher  
Kiyoshi Maruyama  
Irvin Mazzei  
Maurice McAlister  
Ferdinand Mendenhall  
Robert Mitchell  
Mrs. Benjamin Erick Smith  
Burke Roche, Executive Secretary

Advisors:

L. S. Hollinger, Chief Administrative Officer  
John R. Leach, Assistant Chief Administrative Officer  
T. E. Durkee, Chief, Management Services Division  
Robert Howard, Chief, Budget Division  
Harry Hufford, Assistant Division Chief, Budget Division  
Roy Hoover, Chief, Special Services Division

Special Guest:

Tom Sheridan, Attorney at Law  
Simon, Sheridan, Murphy, Thornton and Medvene

Mr. McClellan called the meeting to order at 8:40 a.m. He stated that Mr. Rubel was on vacation for three weeks and had asked him to act as chairman until he returned.

Mr. McClellan then introduced Mrs. Leila Jackson, the Committee's new secretary, to the Committee members. Mrs. Jackson is replacing Mrs. Payne who has taken the position as secretary to Mr. Durkee.

Raymond Arbuthnot  
John C. Bollens  
Max Candiotty  
Myron J. Carr, Jr.  
P. S. Magruder  
Mrs. Wayne Licher  
Kiyoshi Maruyama  
Edward J. Macke  
Irvin Mazzei  
Maurice McAlister  
Harold C. McClellan  
Ferdinand Mendenhall  
Robert Mitchell  
A. C. Rubel  
Mrs. Benjamin Erick Smith  
J. B. Roche,  
Executive Secretary

Mr. McClellan stated that he had asked Mr. Tom Sheridan to the meeting and that he would call on him later in connection with the Committee's study of the welfare program. Mr. Sheridan acted as a consultant to the McCone Commission in the welfare area.

On Mr. McClellan's request, Mr. Ted Durkee then presented a report on the management audit which his division had recently completed of the Bureau of Public Assistance. A copy of the CAO's report to the Board of Supervisors is attached. Mr. Durkee reported that his analysts are now working with the Bureau of Public Assistance to implement the recommendations in the report. In the work measurement area, a completed study was made of 180 clerical personnel in the Metro-North District. The study indicated that the workload could be handled by a staff of 140. Currently, the staff has been reduced to 159. This program is now being extended to the other districts through a program designed to train the district personnel in work measurement techniques. Mr. Durkee further stated that his division has initiated a similar study of the Health Department as its next major project.

Mr. McClellan next called on Mr. Roche to give a report on Propositions A, B and C. After summarizing the results of the election, Mr. Roche stated that the County is moving ahead to implement the charter amendments. An ordinance is being prepared for Board approval splitting the Charities Department and establishing three new Departments in accordance with Proposition B. Mr. Hollinger and Mr. Nesvig and their staffs are also completing a plan for consolidation of personnel functions under the Director of Personnel in accordance with Proposition C. In addition, they are working on a draft of a proposed ordinance covering negotiation procedures. The ordinance should be ready for coordination with various employee and union representatives in the next few weeks.

Mr. McClellan then presented the report, "Recommended Board Action on County Compensation Policies and Practices" for the Committee's review. A copy of the report is attached. The Committee unanimously approved each recommendation for presentation at the meeting on November 29th. The Committee also directed the Executive Secretary to continue his contacts with management consultants and to be prepared to make a recommendation on a firm and a fee for the Executive Compensation Study within the next two to three weeks.

Mr. McClellan asked Mr. Carr to report on the County Management Conference which had been held in October at Lake Arrowhead. Mr. Carr stated that approximately 100 County executives had attended the conference. He stated that Mr. Magruder, Mr. Roche and he had attended and that they had found it extremely informative and worthwhile.

A brief discussion followed covering the questionnaire which Mr. Jeffrey Wides has sent to all Committee members. Mr. Wides is a graduate student at UCLA and the questionnaire is part of a seminar project he is working on under the direction of Dr. Bollens. It was agreed that Mr. Roche would answer the questionnaire on behalf of the Committee, but that any Committee member could also return the questionnaire if he so wished.

The Committee then discussed the question of future projects. It was agreed that a thorough study of capital projects financing should be conducted as the Committee's next major project.

Mr. McClellan then introduced Mr. Sheridan who presented his view on community and state-wide welfare problems. Mr. Sheridan stated that any study of welfare should be conducted on a state-wide basis. He reviewed the study by the Governor's Commission in 1964 and said that it was an excellent study but that few of the recommendations had been implemented. He indicated that what was needed in the welfare program was not more studies but rather implementation of the recommendations that had been developed in the Governor's Commission study and the Cal-Flex report of the County Supervisor's Association. The Committee agreed that it should keep abreast of developments in the welfare area, but would not initiate its own study in any welfare area at this time.

Mr. McClellan adjourned the meeting at 10:35 a.m.

lpj  
12-5-66