



Los Angeles County QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF (AMENDED)

August 25, 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

Jacki Bacharach*
Viggo Butler
Barry Donelan
Rodney C. Gibson, Ph.D.*
Nancy G. Harris
J. Shawn Landres, Ph.D.*
Huasha Liu
Edward T. McIntyre*
E. Scott Palmer
Jeffrey Jorge Penichet
Dion Rambo
Mark A. Waronek
Joe Waz

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Jane Lam

Program Coordinators

Betty Belavek
Ruben Khosdikian

*Chair Emeritus

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: 893 0826 2332

Passcode: 475282

<https://bos-lacounty->

gov.zoom.us/j/89308262332?pwd=QGeqwwgRxdmhmAxch40Sd7nEWmJMDA.1

CALL TO ORDER

Commissioner Parent, Chair, called the meeting of the Quality and Productivity Commission to order at 10:01 a.m.

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

Jacki Bacharach

Viggo Butler

Barry Donelan

Rodney Gibson

Nancy Harris

J. Shawn Landres

Huasha Liu

Edward McIntyre

Marsha Mitchell

E. Scott Palmer

William Parent

Dion Rambo

Mark Waronek

Joe Waz

William Wright

ABSENT

Nichelle Henderson

Jeffrey Jorge Penichet

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Keisha Belmaster, Chair

OPENING REMARKS

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.

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

"To enrich lives through
effective and caring service"

Members of the public were also given the opportunity to send their comments and questions to Jackie Guevarra by August 24, 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)

On November 1, 2022, the Board of Supervisors adopted a formal Land Acknowledgement for the County. The Commission opened its public meeting with a video recording of the Land Acknowledgement, which can be read here: <https://lacounty.gov/government/about-lacounty/land-acknowledgment/>.

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. There were no Commissioners attending the meeting remotely.

APPROVAL OF THE JULY 28, 2025, MINUTES (AGENDA #4)

Commissioner Bacharach moved to approve the minutes of July 28, 2025, seconded by Commissioner Liu. The minutes were unanimously approved by voice vote.

PRESENTATION OF A PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, AS OF FISCAL YEAR 2025-2026, 1st QUARTER (AGENDA #5)

Fund Balance Report

Commissioner Gibson, Chair, Productivity Investment Board (PIB), reported there are two projects before the Commission for consideration in the 1st Quarter of Fiscal Year 2025-2026. He reported that as of June 30, 2025, the outstanding PIF fund balance is \$5,357,389. The proposals being heard total \$1,263,704.40. If both projects are approved at the full amount, the revised fund balance would be \$4,093,648.60.

Presentation of PIF Proposal for Discussion and Action

25.15 – Military and Veterans Affairs, Heritage Preservation Initiative, \$1,063,704.40 Grant. PIB recommends \$1,063,704.40 Grant.

Director James Zenner was in attendance to support and answer questions regarding the project.

Commissioner Landres presented the project. Funds will be used to digitize, preserve, and modernize access to historic military artifacts at Bob Hope Patriotic Hall.

After discussion and questions, Commissioner Landres made a motion to approve a recoverable grant for up to \$1,063,705 with contingencies that the department continue to engage and collaborate with other departments, including but not limited to a symposium in 2026 on matters related to preservation, conservation, digitization, and access to heritage

records, documents, artifacts and other arts and culture materials; that the Commission is appropriately acknowledged (physical and/or virtual) in some way; and any revenue generated by the department or foundation (within five years) that is derived from the project above the maintenance costs will be returned to the Commission up to the approved amount of \$1,063,705. The motion was seconded by Commissioner Donelan. The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Donelan, Gibson, Harris, Landres, Liu, McIntyre, Mitchell, Palmer, Parent, Rambo, Waronek, Waz and Wright
No's: None
Abstain: None

However, after the vote to approve the project was taken, additional comments emerged regarding the project. The additional discussion did not change the result of the vote taken above. A point of order was made to end the discussion, and a roll call was taken as follows: "Yes" to end discussion on the project and "No" to continue discussion on the project:

Yes: Commissioners Bacharach, Butler, Donelan, Gibson, Harris, McIntyre, Mitchell, Waronek, and Waz
No's: Commissioners Liu, Palmer, Parent and Wright
Abstain: Commissioners Landres and Rambo

Commissioner Landres made a second motion for the Commission to ask the QPC staff to encourage the Los Angeles County Museum of Art (LACMA) to engage with the department of Military and Veterans Affairs on this project, including but not limited to advising the department on online access and display. The motion was seconded by Commissioner Harris. The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Donelan, Gibson, Harris, Landres, Liu, McIntyre, Palmer, Parent, and Waz
No's: Commissioner Waronek
Abstain: Commissioners Mitchell, Rambo and Wright

26.1 (previously noted as 25.16) – LA County Library, *Lights, Camera, Access: Storytelling Tools for All*, \$170,000 Grant. PIB recommends up to \$200,000 Grant

Director Skye Patrick, Debbie Anderson, Steven Park, Yolanda Pina, and Samangi Skinner were in attendance to support and answer questions regarding the project.

Commissioner Wright presented the project. Funds will be used to include filmmaking and vlogging equipment in its Tool Lending Library collection – which offers home repair, sewing, gardening, crafting, baking tools, and recently musical instruments – and launch related skills-developing programming for adults and teens.

After discussion and questions, Commissioner Wright made a motion to approve up to a \$200,000 grant to the project provided that any savings on the project budget would be moved to the workforce development opportunity budget line without further approval by the

Commission. The motion was seconded by Commissioner Landres. The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Donelan, Gibson, Landres, Liu, McIntyre, Mitchell, Palmer, Parent, Rambo, Waronek, Waz and Wright
No's: None
Abstain: None

Commissioner Harris was not present and did not vote.

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

Commissioner Parent, reported the following:

- Welcomed back Jackie Guevarra, Executive Director, and thanked Commission Staff and their diligence during her absence.
- The QPC Austerity Opportunities and Strategies Ad Hoc established at the July 28, 2025 meeting will be paused at this time as the Commission is waiting for the Board's response and action on the recommendations from the *"Report on Analysis of County Commissions"* (8/7/2025). The final adoption of the recommendations will provide guidance on how the Commission moves forward. QPC will also be undergoing strategic planning efforts in 2026. The Commission's current Strategic Plan expires in on December 31, 2026. Any changes to the Commission structure, goals and objectives, and function will be discussed as part of the strategic planning efforts.
- The next QPC meeting is scheduled for Monday, October 27, 2025, in Room 140 at 10:00am. Speakers are needed for the next meeting. Previously suggested speakers/topics include:
 - Sheriff Robert Luna, Sheriff's Department
 - Newly formed Governance Reform Task Force
 - Matt Peterson, Chair, Blue Ribbon Commission, CEO, Los Angeles Cleantech Incubator; Former Chief Sustainability Officer, City of Los Angeles
 - Homeless Initiative update
- For any other suggestions for speakers, please let Jackie or me know.

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

Keisha Belmaster, PMN Chair, reported the following:

- The Productivity and Quality Awards (PQA) evaluation was held at the Hacienda Heights Community Center on August 6, 2025. 107 projects were evaluated by 53 Productivity Managers representing 31 County Departments and 8 Commissioners.
- The first PQA submission and Evelyn Gutierrez Most Creative Title Awards were announced at the evaluation:
 - The first submission was awarded to Treasurer and Tax Collector, who submitted their project on May 28, 2025.
 - Most creative titles:
 - 3rd Place: Public Health – "Clearing the Air: Smoke Shop Health Response"

- 2nd Place: LA County Library with Third Supervisorial District, Fourth Supervisorial District, LA County Office of Education, Probation, and Sheriff's Department – “Reading for Resilience: Library Services for All”
- 1st Place: LA County Development Authority – “From Ashes to Action: A New Dawn Has Come”
- The full PQA winners list was sent to the Productivity Managers' Network, Department Heads, and Commissioners on August 13, 2025.
- The next PMN Executive Committee Meeting will be held at 11:00 a.m. on October 1, 2025 after the PMN Nominating Committee Meeting at 10:00 a.m. on the same day.
- The next PMN General Meeting and Training will be held at 9:30 a.m. on November 5, 2025 at the Rancho Los Amigos National Rehabilitation Center.

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

Executive Director, Jackie Guevarra, reported the following:

- This is our last Brown Act meeting until after the Productivity and Quality Awards (PQA) luncheon on October 15, 2025. As is our protocol, we go dark in September as Commission staff coordinates the annual luncheon.
- For the 38th Annual PQA, Commission staff are working around the transition to a new Music Center caterer (Sodexo).
- The next meeting of the Governance Reform Task Force is scheduled for Wednesday, August 27, 2025, at 5:00 p.m. at Earvin “Magic” Johnson Recreation Area, 905 E. El Segundo Blvd., Los Angeles, CA 90059. There is a virtual option, and a copy of the email notification and meeting agenda was previously sent to Commissioners.
- Commission staff reached out to the Executive Office Fiscal Team to discuss the process to hire a consultant for the Commission's Strategic Plan. The current 2022-2026 Strategic Plan end on December 31, 2026.
- On August 7, 2025, the Executive Office of the Board issued a “*Report on Analysis of County Commissions*”. The assessment of County commissions was directed by the Board during a discussion [Agenda Item 80] at its July 23, 2024 meeting. The assessment offers a comprehensive look at commissions' structure, operations, and potential for greater effectiveness. Based on the assessment, the Executive Office recommended to sunset 6 commissions and potentially merge 40 commissions to streamline, reduce redundancies, and improve overall efficiency.
 - Report recommendations that apply to/affect the Commission:
 - Merge the Citizens' Economy and Efficiency Commission with QPC
 - Merge the Labor Management Advisory Committee on Productivity Enhancement with QPC as a Subcommittee with biannual meetings
 - Transfer duties and tasks of the Los Angeles County Commission on Local Governmental Services to the QPC
 - Next steps following the issuance of the report:
 1. Obtain public input to gather feedback prior to implementation.
 2. Look into current appointment structure as the County Supervisors expand from 5 to 9 (the Governance Reform Task Force will also be looking into the matter).

3. Schedule/host discussions before the final adoption of the recommendations are approved. Potential speakers at the October 27, 2025 QPC meeting are members from the Governance Reform Task Force.

DEPARTMENT VISIT AD HOC COMMITTEE REPORT (AGENDA #9)

Dion Rambo, Vice Chair, Department Visit ad hoc Committee, reported the following on behalf of Nichelle Henderson, Chair, Department Visit ad hoc Committee:

- The Commission has completed 20 of the 21 Department Visits this year.
- Staff are working on the Assessor's Department Visit report.
- The next Department Visit is with the Executive Office of the Board on October 23, 2025
- Commissioners were asked to make a note of the type of changes, if any, they would like to see with next year's Department Visits and encouraged to participate in next year's Department Visit ad hoc committee, especially if they have suggestions and/or changes for improvements on how we coordinate and host the visits. Jackie Guevarra will be soliciting ad hoc committee preferences before the end of the year.
- Thanked all Commissioners for their time and attendance at the visits so far this year. This supports the Commission's core mission to promote quality, productivity, efficiency and innovation throughout the County.

PQA AD HOC COMMITTEE REPORT (AGENDA #10)

Bill Parent, Chair, reported the following on behalf of Nancy Harris, Chair, PQA Ad Hoc Committee:

- Event Date: Wednesday, October 15, 2025, 11:30am – 2:00pm
- Venue: Music Center, Dorothy Chandler Pavilion – Grand Hall
- Thanked the Commissioners that attended the PQA Evaluation on August 6, 2025 and scored the projects (Rod Gibson, Nancy Harris, Shawn Landres, Ed McIntyre, Marsha Mitchell, Bill Parent, Jeff Penichet, and Joe Waz).
- Invitations for the PQA ceremony will go out in the next few weeks. Please remember to RSVP.
- The PQA Top Ten site visits are scheduled for August 19 to September 2, 2025. Commissioners are expected to attend at least 3 visits. Please speak to staff to schedule your visits.
- Score sheets are due by September 2, 2025 immediately after the last Top Ten site visit with the LA County Library. Submit scores only the projects visited.
- Video filming of the Top Ten winning departments will take place from September 8 to 22, 2025.
- The Master of Ceremonies is Lolita Lopez from NBC4.
- Currently, no member of the Board of Supervisors is confirmed to attend the PQA ceremony. Commissioners are encouraged to reach out to their appointing Supervisor to extend the invitation.

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA #11) – FOR DISCUSSION ONLY

None

**COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR
DIRECTION OF THE COMMISSION (AGENDA #12) – FOR DISCUSSION ONLY**

None

**MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACED ON A
FUTURE AGENDA (AGENDA #13) – FOR DISCUSSION ONLY**

None

PUBLIC COMMENT (AGENDA #14)

None

ADJOURNMENT

Commissioner McIntyre moved to adjourn the meeting, seconded by Commissioner Landres. The meeting adjourned at 12:13 p.m. The next full Commission meeting will be on Monday, October 27, 2025, at 10:00 a.m.