



**Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION
MINUTES OF THE MEETING OF
DECEMBER 18, 2023, at 10:00 a.m.
Kenneth Hahn Hall of Administration, Room 374A
500 West Temple Street, Los Angeles, CA 90012**

**County of Los Angeles
Quality and Productivity
Commission**

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Chair

Nichelle M. Henderson

First Vice Chair

William B. Parent

Second Vice Chair

Nancy G. Harris

Immediate Past Chair

Jacki Bacharach

Chairs Emeriti

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

Viggo Butler
Teresa Dreyfuss
Derek Hsieh
Huasha Liu
Marsha D. Mitchell
E. Scott Palmer
Jeffrey Jorge Penichet
Dion Rambo
Will Wright

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Tammy Johnson

**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: 883 7641 3884

Passcode: 842314

<https://bos-lacounty->

gov.zoom.us/j/88376413884?pwd=VINJcDVUUGFPMnRmRlpDRjFnd2l2Zz09

CALL TO ORDER

Commissioner Henderson, 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

Teresa Dreyfuss

Rodney Gibson

Nancy G. Harris (Virtual)

Nichelle M. Henderson

J. Shawn Landres

Huasha Liu

Edward McIntyre

Marsha D. Mitchell

William B. Parent

Jeffrey J. Penichet

Dion Rambo

ABSENT

Derek Hsieh

E. Scott Palmer

William R. Wright

Jackie T. Guevarra, Executive Director

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Heidi Oliva, Chair

OPENING REMARKS

Commissioner Henderson welcomed everyone to the Commission's in-person meeting, and noted the meeting is being recorded. She announced that members of the public could send their questions or comments to Laura Perez during the meeting via email at lperez@bos.lacounty.gov or via the chat feature. Please inform Laura Perez via email or the chat feature which item(s) you 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 Laura Perez by December 17, 2023, 4:00 p.m. No written comments were received.

She 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. Commissions are to open their public meetings with a Land Acknowledgement, as follows below. Commissioner Henderson announced that the Commission will start each Brown Act meeting by reading the Land Acknowledgement.

“The County of Los Angeles recognizes that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh and Chumash Peoples. We honor and pay respect to their elders and descendants -- past, present, and emerging -- as they continue their stewardship of these lands and waters. We acknowledge that settler colonization resulted in land seizure, disease, subjugation, slavery, relocation, broken promises, genocide, and multigenerational trauma. This acknowledgment demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native peoples and local tribal governments, including (in no particular order) the: Fernandeño Tataviam Band of Mission Indians, Gabrielino Tongva Indians of California Tribal Council, Gabrieleno/Tongva San Gabriel Band of Mission Indians, Gabrieleño Band of Mission Indians - Kizh Nation, San Manuel Band of Mission Indians, San Fernando Band of Mission Indians. To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website lanaic.lacounty.gov

ASSEMBLY BILL 2449 (AGENDA #3)

Commissioner Henderson 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 Henderson announced that Commissioner Harris was attending under AB2449 (for just cause). She confirmed that no person over 18 years old is present at her respective location.

APPROVAL OF THE OCTOBER 23, 2023, MINUTES (AGENDA #4)

Commissioner Bacharach moved to approve the minutes of October 23, 2023, seconded by Commissioner Landres. The minutes were approved by the following vote (taken by roll call):

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

Commissioner Harris was not present and did not vote on this item.

PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, AS OF FISCAL YEAR 2023-2024, 2nd QUARTER (AGENDA#5)

Fund Balance Report

Commissioner Bacharach, Chair, Productivity Investment Board (PIB), reported there is only one project before the Commission for consideration in the 2nd Quarter of Fiscal Year 2023-2024. The project for Health Services (PIF 24.9), *Supply Station for Community Wellness (Free Vending Machines)*, \$281,000 Grant, was withdrawn. She further reported that as of September 30, 2023, the outstanding PIF fund balance is \$5,749,942. The proposal being heard totals \$390,000. If the project is approved, the fund balance would be \$5,359,942. She stated that included in today's packet is a revised PowerPoint and letters of support for PIF 24.11.

Presentation of PIF Proposal for Discussion and Action

24.11 – Internal Services Department, for Overdose Detection System Prototype, \$390,000 Grant.

Selwyn Hollins, Michael Owh and Sonia Fernandez, were in attendance to support and answer questions regarding the project.

Commissioner Gibson presented the project. The grant would be used for the development of a first-of-its kind working prototype of an Overdose Detection System, specifically designed to alert staff to take imminent life saving measures to prevent severe harm or death due to drug overdose. The department's original request was for \$1,100,400; however, the Productivity Investment Board approved a \$390,000 grant to fund the first portion of the project.

Michael Owh stated that after discussion about the project with his project team, they will not be able to raise additional funding as quickly as discussed. He was unsure how long it would take to raise the additional funds and did not want to have the \$390,000, if approved, on hold. He therefore requested the Commission consider funding the full \$1,100,400 grant.

Before continuing discussion of the project, Commissioner Landres commented that Homeless HealthCare of Los Angeles (HHCLA), E-lectric, Inc., and Barling Construction are organizations that may pose a conflict of interest to Commissioners. Commissioner Henderson asked if any Commissioners had a conflict of interest with any of these organizations. No Commissioners expressed conflicts of interest.

After discussion and questions, Commissioner Landres made a motion to decline (not approve) the project and encouraged the Department to return to the Commission with a cross County collaborative application to explore motionless detection in any applicable facilities in Los Angeles County. The motion was seconded by Commission Gibson.

The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, Mitchell, and Parent

Nos: Commissioners Penichet and Rambo
Abstain: None

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

Commissioner Henderson, reported the following:

- The next regular Commission meeting is scheduled for Monday, January 22, 2024. Invited guest speakers will be John Cooke and Cynthia Zapata (Chief Executive Office), Kelly LoBianco (Economic Opportunity), Norma Garcia (Parks and Recreation), Kristin Sakoda (Arts Commission) and/or Mark Pestrella (Public Works). They will provide an update on the County's efforts on the Los Angeles 2028 Olympics
- The meeting will be immediately followed by a Holiday reception
- Commissioner Jacki Bacharach (4th District) was reappointed on November 21, 2023; Commissioner J. Shawn Landres (3rd District) and E. Scott Palmer (5th District) were reappointed on December 5, 2023

2022-2026 STRATEGIC PLAN ANNUAL UPDATE (AGENDA #12)

Nancy Harris, Chair and 2023 Report Lead, reported the following:

- During the compilation of the Strategic Plan in 2022, there was discussion that the Plan should be a living document and not shelved after it was approved. In keeping with this objective, a progress report is being provided on the Commission's Strategic Plan
- A table with updates on each goal and objective is included in the Commissioners' meeting packet
- If any Commissioners have any questions, suggestions, or comments, please let Executive Director Jackie Guevarra know

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

Heidi Oliva, Chair, reported the following:

- The PMN held its final virtual meeting of the year on Wednesday, November 1, 2023. Approximately 43 managers attended, including Commissioners Derek Hsieh and Scott Palmer. Executive Director Jackie Guevarra gave a presentation on the Department Visit process to prepare Managers for their virtual department visits in 2024. Greg Melendez, Deputy Chief Information Officer, Chief Executive Office-Chief Information Office, also gave a presentation on the Information Technology Fund (ITF) application process. The meeting was also the last day to vote on the PMN Executive Committee Officers. The PMN also voted for a hybrid meeting schedule next year. The meetings in February, August, and December will be held in-person; the meetings in May and November will be held virtually
- The PMN Holiday Reception was held on December 6, 2023 at the Rancho Los Amigos National Rehabilitation Center in Downey. Approximately 34 Managers, as well as Commissioners Henderson, Liu, and McIntyre attended. Maria Rivera, PMN Nominating Committee Chair, announced the results of the 2024 PMN Executive Committee Officers election results as follows:
 - Heidi Oliva (Fire), Chair
 - Keisha Belmaster (Health Services-Harbor/UCLA), First Vice-Chair
 - Arman Depanian (Children and Family Services), Second Vice-Chair

- Connie Salgado-Sanchez (Health Services-Administration), Training and Education Chair
- Patricia Soltero Sanchez (Health Services-Rancho), PQA Chair
- Stephanie Maxberry (Economic Opportunity) and Jennifer Coultas (Child Support Services), Executive Advisors
- Arman Depanian (Children and Family Services) and Greg Melendez (Chief Information Office) will continue as Co-Chairs of the PIB Advisory Committee
- The PMN Executive Committee will meet on January 10, 2024, to plan the first PMN General Meeting, scheduled for Wednesday, February 14, 2024, at 9:30 a.m.

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

Laura Perez, Senior Staff Analyst, reported the following on behalf of Jackie Guevarra, Executive Director:

- Staff have been working on and/or preparing for various meetings:
 - Working on the Winter Quarterly Newsletter, due out on December 31, 2023
 - 2023 Annual Report, which includes the Operational Trends Report
 - Productivity Investment Fund (PIF) Tracking Replacement Project
 - Updates to the Website, include adding links to the PQA videos and photos
- Staff are working on speakers for the January 22, 2024 meeting. Please let Jackie Guevarra know if there are any other topics of interests that you want to hear about at future meetings
- Jackie Guevarra will work with the 2024 Chair to finalize Committee Member assignments
- Department Visits:
 - Commission staff sent out emails to Departments scheduled for their biennial Department Visits in 2024
 - There are approximately 18 departments due for a visit in 2024. There are 2 Departments that are carry over from 2023
 - As a reminder, per Commission Policy No. 2 Commissioner Participation Policy, Commissioners are to "Participate in a minimum of three departmental visits"
- Celia A. Zavala, Executive Officer, Board of Supervisors is retiring on January 5, 2024. Jeff Levinson, Chief Deputy, will serve as Interim Executive Officer until a new Executive Officer is appointed
- Jackie Guevarra is working on recruitment to backfill for Tammy Johnson's position. Two candidates have been interviewed so far and will interview a few more before deciding on the replacement
- The Commission submitted a \$4 million budget request to the Chief Executive Office for Fiscal Year 2024-25
- Jackie wishes everyone a Happy Holiday season. She is grateful for the opportunity to have worked with Commissioners in 2023. She looks forward to working with the new Officers in 2024

ELECTION OF COMMISSION OFFICERS FOR 2024 AND REPORT FROM THE 2023 NOMINATING AD HOC COMMITTEE (AGENDA #9)

Commissioner Dreyfuss, Chair, Nominating ad hoc Committee, thanked Commissioners Bacharach and Gibson for serving on the ad hoc Committee. She provided the following report:

- The Executive Director contacted Commissioners for their interest in serving as Chair, First Vice Chair, and Second Vice Chair in 2024
- The ad hoc Committee recommends the following slate of Officers:
 - Chair – William B. Parent
 - First Vice Chair – William R. Wright
 - Second Vice Chair – Dion Rambo

Commissioner Dreyfuss opened the floor for discussion and additional nominations. No other nominations were received. Commissioners voted to approve the slate, rather than individual candidates. Commissioner Landres made a motion to accept the slate of officers as presented by the Nominating ad hoc Committee. The motion was seconded by Commissioner Gibson. The motion was unanimously approved (taken by roll call).

Yes: Commissioners Bacharach, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, Mitchell, Parent, Penichet, and Rambo

Nos: None

Abstain: None

Commissioner Henderson thanked the 2023 Commission Officers, William B. Parent (First Vice Chair), Nancy Harris (Second Vice Chair), Jacki Bacharach, J. Shawn Landres, Rodney Gibson and Edward McIntyre for their support and service over the past two years. She stated it has been a great experience. She learned so much about herself as a person and as a leader.

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA #10)

Commissioner Butler, Chair, made the following report:

- The Gartner Project Approach is divided into three phases:
 1. Project Initiation and Kickoff
 2. Current State Discovery and Findings
 3. Recommendations and Final Report
- The ad hoc Committee met with Gartner for the Project Initiation on October 24, 2023
- The workgroup, comprised of the Commission, Chief Executive Office, Auditor-Controller, County Counsel, and Internal Services Department met with Gartner for the Kickoff meeting on November 9, 2023
- Since then, Gartner has met with County departments on the initial Business Capability Model and have begun the Current State Discovery and Findings phase
- Monda Kamdjou, Managing Partner from Gartner, gave Commissioners an update on the following:
 - Summary engagement status
 - Workshop and interview scheduling
 - Project timeline
 - Work product status

- Project risks and issues register
- Project meeting overview
- Project approach

STRATEGIC LEARNING REPORT AD HOC COMMITTEE UPDATE (AGENDA #11)

Commissioner Landres made the following report:

- Committee members include Commissioners Harris (2022 Report Lead), Gibson, Henderson, Liu, McIntyre and Wright, and Productivity Managers Angel Baker (Mental Health) and Sylvia White-Irby (Los Angeles Superior Court)
- Ad hoc Committee is working on the 2023 report
- Possible trends revolve around the Olympics, World Cup and the Superbowl (returning to the County), recruitment and hiring issues, and A.I.
- The ad hoc Committee will next meet before the January 22, 2024 Commission meeting.

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) UPDATE (AGENDA #13)

Commissioner McIntyre made the following report:

- The CCJCC met on November 8, 2023 (In Person)
- The meeting covered the following agenda items:
 - III. PROBATION DEPARTMENT BRIEFING
 - Probation Department update, including overview of juvenile institution plans and areas of focus
 - IV. ALTERNATIVE CRISIS RESPONSE (ACR)
 - Quarterly status update from CCJCC's ACR Ad Hoc Working Group, as requested at the meeting of January 11, 2023
 - V. STATE LEGISLATIVE UPDATE
 - Overview of justice-related legislation in the 2023 legislative session and focus areas for the coming year
- The Meeting on December 13, 2023, was cancelled
- Next meeting is January 10, 2024

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#13) – FOR DISCUSSION ONLY (AGENDA #14)

None

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #15) – FOR DISCUSSION ONLY

Commissioner Gibson stated that the PIF proposal presented today by the Internal Services Department could have been a great proposal, but there were several issues with the project. He recommends the Executive Director speak with Michael Owh and assist him with the coordination of the proposal and see if the department can submit an integrated proposal in the future.

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #16) – FOR DISCUSSION ONLY

Commissioner Landres recognized and acknowledged his mentee, Adrianna Ochella, from the UCLA Luskin School of Public Affairs.

PUBLIC COMMENT (AGENDA #17)

Adrianna Ochella, UCLA Luskin School of Public Affairs, gave public comment.

ADJOURNMENT

Commissioner Parent moved to adjourn the meeting in memory of William “Bill” Waddell, former commissioner. Bill Waddell died at his home in Laguna Niguel on October 25, 2023, at age 95. He was a professor of management at California State University, Los Angeles where he taught business policy courses, a graduate seminar in strategic planning, and served as executive editor of the university’s journal business forum. He remained on the faculty for 25 years. He consulted for a variety of private companies, wrote three books, many columns, and articles. More importantly, he was a founder, longstanding member, and Chair of the Quality and Productivity Commission, alongside contributions to other boards and professional organizations. On behalf of the Commission, we thank Bill for his many years of devoted service to the Commission and the County and send condolences to his family on his passing. The motion was seconded by Commission Liu.

The meeting adjourned at 11:40 a.m. The next full Commission meeting will be on Monday, January 22, 2024.