



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF
JUNE 24, 2024, 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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Los Angeles, CA 90012

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Website: qpc.lacounty.gov

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: 898 2059 3413
Passcode: 117551

https://bos-lacounty-
gov.zoom.us/j/89820593413?pwd=vqyLrZO9BvtKUUdyAgRt0bdH350zGy.1

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CALL TO ORDER

Commissioner Parent, Chair, called the meeting of the Quality and
Productivity Commission to order at 10:00 a.m.

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

Chair
William B. Parent
First Vice Chair
Will Wright
Second Vice Chair
Dion Rambo

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
Marsha D. Mitchell
E. Scott Palmer
Jeffrey Jorge Penichet
Mark A. Waronek

Executive Director
Jackie T. Guevarra, CPA

Program Manager
Laura Perez

Program Support
Ruben Khosdikian

Viggo Butler
Rodney Gibson
Nichelle M. Henderson
Derek Hsieh
J. Shawn Landres

Huasha Liu
Edward McIntyre
E. Scott Palmer
William B. Parent
Dion Rambo

ABSENT

Jacki Bacharach
Teresa Dreyfuss
Nancy G. Harris
Marsha D. Mitchell
Jeffrey Jorge Penichet
Mark A. Waronek
William R. Wright

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Heidi Oliva, Chair

OPENING REMARKS

Commissioner Parent welcomed everyone to the Commission's in-person
meeting, 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. Please inform Jackie Guevarra 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 Jackie Guevarra by June 23, 2024, 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. Commissions are to open their public meetings with a Land Acknowledgement, as follows below. Commissioner Parent 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: Fernandeano 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 [anaic.lacounty.gov](http://anaic.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. There were no Commissioners attending the meeting remotely.

### **APPROVAL OF THE APRIL 22, 2024, MINUTES (AGENDA #4)**

Commissioner McIntyre moved to approve the minutes of April 22, 2024, seconded by Commissioner Hsieh. The minutes were unanimously approved:

Yes: Commissioners Butler, Gibson, Henderson, Hsieh, Landres, Liu, McIntyre, Palmer, Parent, and Rambo  
No: None  
Abstain: None

**PRESENTATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FOR DISCUSSION AND POSSIBLE ACTION) AND FUND BALANCE REPORT, AS OF FISCAL YEAR 2023-2024, 4<sup>th</sup> QUARTER (AGENDA#5)**

Fund Balance Report

Commissioner Henderson, Chair, Productivity Investment Board (PIB), reported there are three projects before the Commission for consideration in the 4<sup>th</sup> Quarter of Fiscal Year 2023-2024. She reported that as of March 31, 2024, the outstanding PIF fund balance is \$5,256,522. The proposals being heard total \$1,335,000. If the projects are approved, the fund balance would be \$3,921,522.

Presentation of PIF Proposal for Discussion and Action

**24.15 – Public Health, for Community Public Health Teams (CPHT): Marketing Solutions to Improve Quality and Productivity, \$750,500 Grant.**

Dr. Barbara Ferrer, Rachel Baker Devine, Jane Lam, Monica Molina, and Tiffany Romo were in attendance to support and answer questions regarding the project.

Commissioner Landres presented the project. Funds will be used to hire a media/communications firm to increase awareness and participation in the ten CPHT project service areas and strengthen overall communication capacity for the project partners.

After discussion and questions, Commissioner Landres made a motion to approve the project. The motion was seconded by Commissioner Gibson.

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

Yes: Commissioners Butler, Gibson, Henderson, Hsieh, Landres, Liu, McIntyre, Palmer, Parent, and Rambo  
Nos: None  
Abstain: None

**24.16 – Military and Veterans Affairs, for A Text Can Save a Life – Veteran Mental Health Support through Wellness Messaging, \$110,000 Grant.**

James Zenner, Allan Ochoa, Kristine Papazyan, and Zuleyda Santana were in attendance to support and answer questions regarding the project.

Commissioner Gibson presented the project. Funds will be used to pay for 250 licenses for a texting program that provides daily mental health support, prevention, and intervention to those in need of services.

After discussion and questions, Commissioner Hsieh made a motion to approve the project. The motion was seconded by Commissioner Gibson.

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

Yes: Commissioners Butler, Gibson, Henderson, Hsieh, Landres, Liu, McIntyre, Palmer, Parent, and Rambo

Nos: None

Abstain: None

**24.17 – Los Angeles County Museum of Art, for West Campus Climate Control System Upgrade, \$475,000 Grant.**

Michael Govan, J.P. Coutelen, and Catherine Massey were in attendance to support and answer questions regarding the project.

Commissioner Landres presented the project. Funds will be used to improve the efficiency of the Museum's west campus Building Management System (BMS). The grant will enable the Museum to improve the BMS by integrating innovative artificial intelligence software that will reduce energy consumption by autonomously driving the buildings' HVAC system.

After discussion and questions, Commissioner Landres made a motion to approve the project. The motion was seconded by Commissioner Parent.

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

Yes: Commissioners Butler, Gibson, Henderson, Hsieh, Landres, Liu, Palmer, Parent, and Rambo

Nos: Commissioner McIntyre

Abstain: None

PIF Application Changes for Discussion and Possible Action

At the May 20, 2024 PIB meeting, Commissioners discussed the following changes to Question 6 of the PIF Application.

Commissioners previously raised the issue between what is the difference between a pilot project and scaling up of a project, and what are the conditions that would lead a pilot to be declared a success. The proposed change would drill down on Question 6 and be very specific, as follows, but should not be a deal breaker and inhibit innovation:

*6. Is the proposal a pilot project? ~~If so, what are the conditions for further expansion or development?~~ What, if any, are the programmatic and fiscal sustainability measures of success, and/or learning objectives for the project? What would be the conditions for further expansion or development?"*

After discussion and questions, Commissioner Landres made a motion to approve the change. The motion was seconded by Commissioner Palmer.

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

Yes: Commissioners Butler, Henderson, Hsieh, Landres, McIntyre, Palmer, Parent, and Rambo  
Nos: None  
Abstain: None

Commissioners Gibson and Liu left the meeting and did not vote.

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

Commissioner Parent, reported the following:

- The next QPC meeting after today's meeting is July 22, 2024. The scheduled speakers are:
  - Dr. Tamara Hunter, Executive Director, Prevention and Promotion Systems Governing Committee (PPSGC). Tamara Hunter has been appointed to coordinate departments to examine County prevention services and provide recommendations to effectuate a comprehensive community-based prevention and promotion services delivery system
  - Carrie Miller and Latrice Jones from the Chief Executive Officer will present on the County's 2024-2030 Strategic Plan
- The next meeting after that is Monday, August 26, 2024. This is a busy month for us with three consecutive full Commission meetings (June, July, August). We also have the remaining Department Visits to complete and PQA activities coming up. Commissioners are asked to plan their schedules accordingly
- We met with Fesia Davenport, Chief Executive Officer, for our first biannual meeting this year on May 8, 2024. It was a productive meeting and we covered various topics of interest including the 2024-2025 budget, Procurement Modernization and Transformation Board Motion report, Leadership Conference, and Productivity and Quality Awards. We also updated her on the Commissions new Commissioners (Marsha Mitchell and Mark Waronek)
- On May 21, 2024, the Los Angeles County Board of Supervisors appointed Edward Yen as the new Executive Officer to oversee the operations of the Executive Office of the Board of Supervisors

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

Heidi Oliva, Chair, reported the following:

- The Leadership Conference – Approximately 150 guests, including Productivity Managers, attended the 21<sup>st</sup> Annual Leadership Conference on June 20, 2024. Thank you to the Productivity Managers, including Keisha Belmaster, who helped with the registration table and set up. The conference was a success and the speakers truly connected with the theme
- PMN General Meeting and Training – The PMN held its quarterly meeting virtually on May 1, 2024. Approximately 36 Productivity Managers attended, along with Commissioners Palmer and Hsieh, and training was provided by the following:
  - Patricia Soltero Sanchez (Productivity Manager, Health Services-Rancho Los Amigos National Rehabilitation Center) and Jackie Guevarra gave a presentation

- on the Dos and Don'ts of the PQA application process. Applications were due on June 21, 2024
- Carrie Miller, Senior Manager, Policy Implementation and Alignment Branch in the Chief Executive Office, gave an informative presentation on the Los Angeles County's 2024-2030 Strategic Plan Presentation. She covered the Strategic Plan's vision and mission, engagement process, racial equity and board-directed priorities, north stars, focus area goals and strategies, and measurement plan.
  - PQA proposals are due on Friday, June 21, 2024. The PMN Executive Committee will meet on Wednesday, June 26, 2024 to review all the entries to ensure there are no issues with the application. The PQA evaluation is scheduled for August 7, 2024. Commissioners are invited to attend and evaluate all entries.
  - Fiscal Year 2024-25 1st Quarter PIF proposals are due July 5, 2024. The PIB Advisory Committee will meet on July 17, 2024 to review and discuss the proposals with department representatives.

**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 Summer 2024 Quarterly Newsletter is due out by June 30, 2024
  - Working on the final draft of the 2023 Annual Report
  - PIF Tracking Replacement Project – pending overall Board priority projects
  - 2025 Commission Calendar – reserved meeting rooms, primarily Room 140
- Possible future speakers for the October 28, 2024 QPC meeting to include:
  - Rita Kampalath, Chief Sustainability Officer
  - Tiara Summers, Executive Director, Youth Commission
  - Sunitha Menon, Executive Director, LGBTQ+ Commission (inaugural meeting on June 11, 2024)
- Working with 2 Commissioners to complete their Form 700. Forms were due on April 2, 2024. Late fees will be charged if not submitted as soon as possible
- The 2023 Operational Trends Report was distributed to Board Offices, PMN and Department Heads on June 18, 2024
- Commissioner Training – Commissioners with log in issues have been connected to IT staff. Commissioners provided constructive feedback on some of the training (e.g., too long, not relevant, time sections before allowed to move to the next topic, etc.)

**DEPARTMENT VISIT AD HOC REPORT (AGENDA #9)**

Commissioner Parent reported the following on behalf of Commissioner Wright, Department Visit ad hoc Committee Chair:

- Completed seven Department Visits; the related reports were received and filed:
  - Aging and Disabilities (April 11, 2024)
  - Child Support Services (May 22, 2024)
  - County Counsel (May 2, 2024)
  - Consumer and Business Affairs (May 23, 2024)
  - District Attorney (May 28, 2024)
  - Public Defender (May 30, 2024)

- Regional Planning (May 16, 2024)
- There are six remaining Department Visits for the year:
  - Los Angeles County Development Authority (new date pending, previously scheduled for July 18, 2024)
  - Department of Mental Health (July 24, 2024)
  - Department of Public Health (July 8, 2024)
  - Medical Examiner (new date pending, previously scheduled for June 5, 2024)
  - Military and Veterans Affairs (new date pending, previously scheduled for June 27, 2024)
  - Sheriff (July 11, 2024)
- Reminded Commissioners that each Department Visit is scheduled for 90 minutes.

### **LEADERSHIP CONFERENCE AD HOC REPORT (AGENDA #10)**

Commissioner Rambo, reported the following:

- Ten Commissioners attended the Leadership Conference on June 20, 2024 at the Music Center
- Approximately 140 of the 180 confirmed guests attended
- The ad hoc Committee will next meet for a recap of the Conference
- We are working on a 1-2 page summary of the Conference which will be shared with the PMN and Department Heads
- Thank you to Bill Parent who served as the Master of Ceremonies
- Thank you to the 2024 ad hoc Committee member (Shawn Landres (Vice Chair), Nancy Harris, Ed McIntyre, Marsha Mitchell, Bill Parent, Will Wright, and Heidi Oliva), Commission staff and the PMN for help with planning, registration and set-up
- Jackie Guevarra is working on the 2025 Leadership Conference ad hoc Committee and will reach out to Commissioners for their interest

### **PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA #11)**

Commissioner Butler, Chair, reported the following:

- The final report was issued on May 15, 2024. A copy was sent to all Commissioners.
- Jackie Guevarra is working on scheduling a meeting with the Director of Internal Services Department, Michael Owh, for his feedback and recommendations on the report. A report back will be provided after the meeting

### **PRODUCTIVITY AND QUALITY AWARDS PROGRAM (AGENDA #12)**

Commissioner Parent reported the following on behalf of Commissioner Bacharach, PQA ad hoc Committee Chair:

- Event Date: Wednesday, October 16, 2024, 11:30 am-2:00 pm at the Music Center, Dorothy Chandler Pavilion-Grand Hall
- Heidi Oliva, PMN Chair, reported that the PQA Evaluation is on August 7, 2024. Commissioners are encouraged to attend and score the projects.

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

This item was carried over to the July 22, 2024 Commission meeting.

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

None

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

None

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

None

**PUBLIC COMMENT (AGENDA #17)**

None

**ADJOURNMENT**

Commissioner McIntyre moved to adjourn the meeting, seconded by Commissioner Palmer. The meeting adjourned at 1:12 p.m. The next full Commission meeting will be on Monday, July 22, 2024.