

**MINUTES OF THE MEETING OF  
February 13, 2017  
PRODUCTIVITY INVESTMENT BOARD**

500 West Temple Street  
Room 743  
Los Angeles, CA 90012

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**PIB Members Present**

Rodney Gibson, Chair  
Charles Bakaly  
Viggo Butler  
Rodney Gibson  
Nancy Harris  
Shawn Landres  
Edward McIntyre

**PIB Members Absent**

Will Wright

**PIB Advisory Committee**

Susan Linschoten

**CALL TO ORDER**

Commissioner Gibson called the Productivity Investment Board (PIB) meeting to order at 10 a.m.

**APPROVAL OF MINUTES**

Commissioner McIntyre moved to approve the minutes of November 14, 2016, seconded by Commissioner Harris. The minutes were unanimously approved.

**FUND BALANCE REPORT**

Commissioner Gibson reported that Commission staff and the Executive Office worked really hard to put together a spreadsheet that has all the information to assist the PIB in understanding available funds for awards. The sheet will be updated and discussed at the beginning of each PIB meeting.

The fund balance as of December 31, 2016, is \$3,751,862. Item number 5 (Operating Costs) is all that the PIB has to account for. They are for office costs and will be allocated at the beginning of each fiscal year.



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Quality and Productivity  
Commission**

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**Chair**

J. Shawn Landres, Ph.D.

**1<sup>st</sup> Vice-Chair**

Evelyn Gutierrez

**2<sup>nd</sup> Vice-Chair**

Will Wright

**Immediate Past Chair**

Rodney C. Gibson, Ph.D.

**Chair Emeriti**

Jaclyn Tilley Hill  
Edward T. McIntyre

Walter Allen, III  
Charles G. Bakaly, Jr.  
Viggo Butler  
Nancy Harris  
Lisa Korbatov  
Huasha Liu  
Jeffrey Jorge Penichet  
Bud Treece  
Joseph P. Wetzler

**Executive Director**

Victoria Pipkin-Lane

**Program Manager**

Mary E. Savinar

**Program Support**

Laura Perez



***“To enrich lives through  
effective and caring service”***

**PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FISCAL YEAR 2016-2017,  
3<sup>rd</sup> QUARTER**

Commissioner Gibson reported that two projects were submitted this quarter. Project 17.5 (Public Library) is a resubmission.

**17.5 – Public Library, *The Reading Machine: Spark our Imagination! Prevention and Control*, \$150,000 grant.**

Yolanda DeRamus, Debbie Anderson, Hilda Casa, and Sammi Mudalige from the Public Library presented and spoke on the project. They had supporters from the Department of Children and Family Services (Marilyn Garrison and Madeline Rochelle) and from the Department of Public Health (Catherine Mak and Douglas Fry). The grant will allow the department to create a mobile story time van that will travel into communities and bring early literacy programming outside the library walls to touch the lives of children who are the hardest to reach, yet the most in need. The van, which will be called *The Reading Machine*, will host story times for as many children as possible. A power point was given.

Susan Linschoten, Chair of the Productivity Advisory Committee (Advisory Committee), reported that the original proposal was heard at the PIB meeting during the last quarter and at the full Commission meeting. Commissioners referred the project back to the Productivity Investment Board and asked staff to work with the Department to bring back a stronger proposal. Their new proposal is much stronger and the Advisory Committee recommends approval.

After discussion, the proposal was tabled for further discussion.

Before the next proposal was heard, Commissioner Harris reported that she would be recusing herself from voting on this particular proposal. She is currently working on a project closely related to this project as a subcontractor with Southern California Grant Makers.

Commissioner Landres also disclosed that he is a member of Southern California Grant Makers, which wrote a letter of support for the proposal, and serve on their Policy Committee, a non-fiduciary Committee. He does not have a conflict voting on the proposal, but wanted to make this disclosure.

Commissioner Landres wanted to add that the County of Los Angeles is a constituent member of Southern California Grant Makers. Recently, a number of departments have participated in work with the Southern California Grant Makers and the Quality and Productivity Commission, through its Executive Director, was added to the roster of departments and units that are active participants. However, there is no financial relationship in this proposal between the County and Southern California Grant Makers.

**17.9 – Executive Office of the Board, Office of Child Protection, *Portrait of Los Angeles County, \$125,000 grant.***

Kate Anderson and Barbara Spiru from the Office of Child Protection and Camille Townsend, Productivity Manager, BOS-Executive Office presented and spoke about the project. The grant will allow the department to fund a part-time consultant to ensure the success of the report *Portrait of Los Angeles County: Advancing an Action Agenda to Improve Individual Family, and Community Well-Being*. The report will be conducted by the research organization Measure of America and will examine the well-being in Los Angeles County by combining education, income, and health into a single understandable and evidence-based metric. A power point was given.

Susan Linschoten reported that the Advisory Committee made several recommendations to improve their proposal. She is happy to report that the Department included all their recommendations in today's proposal and the Advisory Committee recommends approving the proposal.

After discussion, the proposal was tabled for further discussion.

**Final Recommendations**

Commissioner Gibson brought the projects back to the table for discussion and the following decisions were made:

**17.5 – Public Library, *The Reading Machine: Spark our Imagination! Prevention and Control, \$150,000 grant.***

On motion by Commissioner Landres, seconded by Commissioner McIntyre, the grant for \$150,000 was unanimously approved.

Commissioner McIntyre will present the project at the March 13 general meeting.

**17.9 – Executive Office of the Board, Office of Child Protection, *Portrait of Los Angeles County, \$125,000 grant.***

On motion by Commissioner McIntyre, seconded by Commissioner Butler, the grant for \$125,000 was unanimously approved. Commissioner Harris abstained.

Commissioner Butler will present the project at the March 13 general meeting.

**REVIEW OF THE PRODUCTIVITY MANAGERS' FEEDBACK ON THE PRODUCTIVITY INVESTMENT FUND (PIF) APPLICATION AND REVIEW PROCESS**

Commissioner Landres reported that he has been working with Susan Linschoten and Jennifer Coultas to solicit feedback from the Productivity Managers on the process,

application, and guidelines to improve the PIF application beginning with the next fiscal year. The Commission's Strategic Plan included an item to align the PIF application with best and shared practices. He would like to discuss the feedback, figure out a work group to look at the application, send it to the Executive Committee, and bring the changes to the full Commission for approval.

Susan commented that feedback from the Productivity Managers was mainly on the PIF process. There were no problems with the application itself. Staff will work more closely with Productivity Managers to ensure they fully understand each level of the PIF process.

Commissioner Landres said the specific recommendations that should be explored are adding a best and shared practices question, how the proposal amplifies, compliments, or extends an existing best and shared practice, or if it's a new proposal, how can it contribute to a new best and shared practice adapted and transferred across departments. Also, distinguishing between naming some of the outcomes and outputs and asking what is the specific objective, function, or process the proposal is centered on.

Commissioner Gibson asked Commissioner Landres to take the lead on reviewing the application and making the necessary changes, if any. He, Commissioner Harris, and Susan Linschoten, will work with Commissioner Landres. Staff will send the PIF application via email to review and discuss.

Commissioner Landres made a motion to form an ad hoc subcommittee to work on the application, seconded by Commissioner Harris. The motion was unanimously approved.

**DISCUSSION AND MATTERS NOT ON THE POSTED AGENDA (TO BE PRESENTED AND PLACED ON A FUTURE AGENDA)**

Commissioner Butler said that after hearing the last proposal today, he feels the County should have its own data department. This department should be analyzing all data relevant to the County and sharing it across departments. The Commission should be recommending this to the Board.

The Executive Director would like to come back with a full report to the Board with detailed information on this matter. After the report is made, the matter can be further discussed and considered at the Strategic Learning Committee for discussion.

Commissioner Landres said the County's Chief Data Officer is a Senior Executive within the Internal Services Department. Part of the conversation has to do with where the authority is for telling the data story. He would like to add an item on the agenda for the next PIB meeting to discuss the PIB's authority to make allocations for the Commission's own purposes. As the Commission moves to a new era, he believes it

would be appropriate for the Commission to commission an independent expert study of how innovation and performance commission and offices around the country do their best work in promoting jurisdictions as incubators of innovation and efficiency and telling the story of those commissions themselves.

Staff will add this item to the May 10<sup>th</sup> agenda.

**PUBLIC COMMENT**

None

**ADJOURNMENT**

On motion by Commissioner Butler, seconded by Commissioner McIntyre, the meeting adjourned at 11:50 a.m. The next PIB meeting will be May 10, 2017.