

**Quality and Productivity Commission Meeting
Minutes of October 22, 2018**



PRESENT:

Jacki Bacharach
Andrés Cuervo
Rodney Gibson
Evelyn Gutierrez
Jot Hollenbeck
Shawn Landres

Huasha Liu
Edward McIntyre
Blaine J. Meek
Claire Peeps
Jeffrey Penichet
Will Wright

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

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ABSENT:

Viggo Butler
Nancy Harris

PMN

Jennifer Coultas

CALL TO ORDER

The Chair called the regular meeting of the Quality and Productivity Commission to order at 10:02 a.m. in Room 743 of the Kenneth Hahn Hall of Administration.

APPROVAL OF THE MINUTES OF AUGUST 13, 2018

On motion by Commissioner McIntyre, seconded by Commissioner Meek the minutes of August 13, 2018 were unanimously approved.

**UPDATE ON COUNTY ADVOCACY IN SACRAMENTO AND
DISCUSSION ON IMPACT OF STATEWIDE BUDGET AND
POLICY ON QUALITY AND PRODUCTIVITY-RELATED ISSUES**

Commissioner Landres introduced and welcomed Brian Stiger. Mr. Stiger is the Chief Legislative Representative for the County of Los Angeles in Sacramento. Mr. Stiger worked for the State Department of Consumer Affairs (appointed by Governor Schwarzenegger) and the County's Department of Consumer and Business Affairs prior to his current appointment.

He provided the following update on the County's Advocacy in Sacramento:

- His team is primarily responsible for advocating and lobbying for County legislative matters and interests.
- Approximately 2,000 bills go through the legislature annually.
- They work with lobbyists, coalitions, advocates and delegates to move the legislative agenda, especially on County-sponsored bills, in Sacramento.

Chair

J. Shawn Landres, Ph.D.
1st Vice-Chair
Huasha Liu
2nd Vice-Chair
Jot Hollenbeck
Immediate Past Chair
Rodney C. Gibson, Ph.D.

Chair Emeritus

Edward T. McIntyre

Jacki Bacharach
Viggo Butler
Andrés Cuervo
Evelyn Gutierrez
Nancy G. Harris
Blaine J. Meek
Claire Peeps
Jeffrey Jorge Penichet
Will Wright

Executive Director

Jackie T. Guevarra

Program Manager

Laura Perez

Program Support

Tammy Johnson



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effective and caring service"***

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- They educate and inform the Governor's Office, the Legislature, and their staff about Los Angeles County issues and the impact of legislation on the County operations.
- After a new Governor is elected in November 2018, his team will work with the Governor's transition team to recommend candidates for key positions, including Chief of Staff and Director of Finance.
- Annually, the Board of Supervisors approve County priorities and policies to be included in the State Legislative Agenda for the year.
Mr. Stiger will provide an update on the State Legislative Agenda, highlighting key legislative initiatives of interest to the Commission.

CHAIR'S REPORT

Commissioner Shawn Landres made the following report:

- The Productivity and Quality Awards (PQA) luncheon was held on October 10, 2018. Commissioner Landres commended Commissioner Gutierrez's leadership as PQA Chair and thanked Jackie Guevarra, Executive Director, for her first successful PQA. Thank you also to Victoria Pipkin-Lane for helping with the awards videos and scripts, and to Elisa Vaquez and Inna Sarac as PQA Co-Chairs. Commissioner Gutierrez will provide a full report (see below).
- The Board of Supervisors recognized the PQA Top Ten Awards and Chair Leadership Award on Tuesday, October 16 in the Board Hearing Room. Thank you to Supervisor Kuehl for facilitating the presentations.
- There are two department visits scheduled for the remaining of the year: Treasurer and Tax Collector (October 25) and Alternate Public Defender (November 15). The department visit scheduled for Mental Health was postponed from October 31, 2018 to January 10, 2019 due to a scheduling conflict.
- The PIB Advisory Committee will meet to review and discuss the FY 2018-19 Second Quarter proposals submitted. Seven Productivity Investment Fund (PIF) proposals were received, including two proposals submitted under the Performance Measurement and Data Sharing Capacity-Building Challenge.
- Commissioner Noramay Cadena resigned on August 9. The Third District appointed Claire Peeps on October 9 to replace Ms. Cadena. Commissioner James Hussey resigned on August 12. The Fourth District is working on a new appointment.
- The Commission welcomes Claire Peeps as its newest Commissioner. Claire is the Executive Director of the Durfee Foundation. She is also a Commissioner with the Los Angeles County Arts Commission, appointed by the Third District. She is a Senior Fellow at the UCLA Luskin School of Public Policy and an adjunct instructor at the USC Price School of Public Policy. She previously served as the Associate Director of the Los Angeles Festival, Director of Education at the Ansel Adams Center/Friends of Photography, and as a consultant to the San Francisco Arts Institute, and as President of the Grantmakers in the Arts. She is the former Chair of the Arts Commission and Jobs to Move America.

- Dean Logan, Registrar-Recorder/County Clerk (RR/CC), sent a memo to update the Commission on its PIF-approved project of Quality and Productivity Continuous Improvement Summit. The Department's Chief of Staff, Debbie Martin, is working closely with the Commission's Executive Director, Jackie Guevarra, on planning for the summit.
- Several years ago, the Executive Committee began a review of the Commission's policies and procedures. Based on preliminary input from County Counsel, the Commission regrouped to review all policies and procedures and propose changes, which ensure compliance with County requirements. The ad hoc review Committee is comprised of Commissioners McIntyre, Gibson, and Landres. Once County Counsel has reviewed the changes, the ad hoc Committee will present the revised policies and procedures to the full Commission at its next meeting.

PQA CHAIR'S REPORT

Commissioner Gutierrez made the following report:

- Thanked Commissioners who were on the PQA Committee.
- The planning process started in July to select a theme, revisit the application form and guidelines, and prepare for the evaluation of the proposals.
- The PQA was shown on Channel 9 after the luncheon.
- The PQA will also be featured in the County Digest and the QPC newsletter.
- Suzie Suh did an outstanding job as Master of Ceremonies.
- Four of the 5 Board of Supervisors attended the luncheon
- Staff will be working closely with the Music Center vendor on the catering issues

PRODUCTIVITY MANAGERS' NETWORK (PMN) CHAIR'S REPORT

Jennifer Coultas made the following report:

- The 32nd Annual PQA was well attended by Productivity Managers (65 attended). Several Productivity Managers assisted QPC staff with the registration and plaque tables, directed guests to their seats, put up signs, handed out parking validations, and placed table tents and program books at each table.
- Seven (7) PIF proposals were submitted for the FY 2018-19 Second Quarter. They are from Internal Services, Fire, Human resources, Sheriff, Public Social Services, Public Health, and Mental Health. Several of the projects are applications under the Performance Measurement Data-sharing Capacity-Building Challenge. The first level of review will be on Thursday, October 25, 2018, when the PIB Advisory Committee meets.
- The PMN Nominating Committee met on October 4 to finalize the nominating process. The 2019 Executive Committee will be announced at the PMN Holiday Reception on December 5.
- Immediately following the Nominating Committee, the Executive Committee met to plan the November 7 PMN General Meeting and Training. The Network will meet at the District Attorney's Office at the Hall of Justice. Speakers include Phil Ansell, Director, Office of Homelessness, who will discuss the Homeless Initiative, Pam Booth, Assistant District Attorney, who will present on the District Attorney's

Mission and Department Overview, and Productivity Managers, Leticia Ximenez and Shawn Phipps will provide training and education on Leadership Development. The meeting will be followed by a tour of the Hall of Justice.

- The annual PMN Holiday Reception will be on Thursday, December 5 beginning at noon in Room 743 of the Hall of Administration.
- Commissioner Meek asked if Phil Ansell could provide a status of the Homeless Initiative next year at the QPC meeting. Commission staff will look into having Phil Ansell at a future commission meeting.

EXECUTIVE DIRECTOR'S REPORT

Jackie Guevarra, Executive Director, made the following report:

- A video clip of the PQA was shown on KCAL9 on October 10, 2018, following the PQA luncheon. The "In My County" challenge was featured along with congratulatory remarks by the KCAL9 anchors for Parks and Recreation for winning the Gold Eagle Award for "Parks After Dark."
- Thank you to Commissioner Gutierrez and the Productivity Managers on the Committee for their guidance and assistance with the PQA luncheon.
- The QPC Nominating Committee will meet to discuss the Executive Committee nominations for 2019 (Chair, 1st Vice-Chair, 2nd Vice-Chair).
- QPC Staff is busy with several projects including:
 - 2019 QPC calendar – Commission meetings are scheduled on the 4th Monday of each month, except when there is a holiday.
 - Department Visits - Staff are working with Departments to schedule their respective Department Visits in 2019.
 - Commissioners are scheduled for mandatory trainings. Reminder email notices have been sent out.
 - The 2017 Annual Report is almost final and will be sent out to the printer.

DEPARTMENT VISIT REPORT – SHERIFF DEPARTMENT

Commissioner Landres reported on the Sheriff's Department Visit:

- The Sheriff provided an update on the Department's implementation of AB 109, Propositions 45, 57 and 64.
- To address the growing number of opioid overdose incidents, the Sheriffs has outfitted many deputies with naloxone nasal spray kits.

CCJCC REPORT

Commissioner Landres and McIntyre reported on the CCJCC's meeting

- Presentations were on data and cross-departmental integration. The County works across departments and jurisdictions, even beyond the County, to advance its effort.
- Heavy emphasis has been on diversion most of this year. The Los Angeles County Office of Diversion and Reentry was established by the Board of Supervisors two years ago. They have been dealing with homelessness, mental health, substance abuse and anti-social behavior. There are efforts to interface

and divert individuals from the street and jails. The LEAD program, consist of the Los Angeles County Sheriff Department, the City of Los Angeles and the City Long Beach Police. They try to interface with people on the street before they get arrested and brought into the system.

- At the last CCJCC meeting new legislation was introduced in forensic sciences, sentencing and resentencing, post convictions, discovery, bail reform, mental health, juvenile justice court, firearms, and public access.
- Commissioner Gutierrez commented on the efforts to improve youth literacy through operating 17 youth centers countywide that provide homework assistance, after school activities, and mentoring.

OPEN DISCUSSION

None

PUBLIC COMMENT

None

MATTERS NOT POSTED ON THE AGENDA

None

ADJOURNMENT

On motion by Commissioner Wright seconded by Commissioner Gutierrez, the meeting adjourned at 12:10 p.m.

NEXT MEETING

The next full Commission meeting will be on Monday, December 17, 2018, 10:00 a.m., in Room 743, at the Kenneth Hahn Hall of Administration.