



Los Angeles County QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF October 26, 2020 at 10:00 a.m.

Virtual Meeting

Call in number: (669) 900-9128

Meeting ID: 864 2525 8381

Password: 224978

County of Los Angeles Quality and Productivity Commission

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Chair

Jacki Bacharach

First Vice Chair

Claire Peeps

Second Vice Chair

Andrés Cuervo

Immediate Past Chair

J. Shawn Landres, Ph.D.

Chair Emeriti

Rodney C. Gibson, Ph.D.

Edward T. McIntyre

Maxwell Billieon

Viggo Butler

Teresa Dreyfuss

Evelyn Gutierrez

Nancy Harris

Nichelle M. Henderson

Huasha Liu

Blaine J. Meek

E. Scott Palmer

Jeffrey Jorge Penichet

Will Wright

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Tammy Johnson

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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

THE FOLLOWING COMMISSIONERS WERE PRESENT

(TAKEN BY ROLL CALL):

Jacki Bacharach

Viggo Butler

Andrés Cuervo

Teresa Dreyfuss

Rodney Gibson

Evelyn Gutierrez

Nancy Harris

Nichelle Henderson

Shawn Landres

Huasha Liu

Blaine Meek

Edward McIntyre

E. Scott Palmer

Jeffrey J. Penichet

Will Wright

ABSENT

Maxwell Billieon

Claire Peeps

PRODUCTIVITY MANAGERS' NETWORK

Arman Depanian, Chair

CALL TO ORDER

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

Commissioner Bacharach welcomed everyone to the October 26, 2020, meeting and noted the meeting is being recorded. She announced that members of the public can send their questions or comments to Jackie Guevarra during the meeting via email at jguevarra@bos.lacounty.gov. Any information received will become part of the official meeting record. She also announced that the opportunity to speak and vote on the agenda items will be taken by roll call.

Members of the public were also given the opportunity to send their comments and questions to the Executive Director by October 25, 2020, 4:00 p.m. No written comments were received. However, members of the public can continue to send public comment to

We support plain language

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Jackie Guevarra during the meeting, and any information received will become part of the official meeting record.

APPROVAL OF SEPTEMBER 21, 2020 MINUTES

Commissioner Liu moved to approve the minutes of September 21, 2020, seconded by Commissioner Wright. The minutes were unanimously approved.

UPDATE ON COUNTY ADVOCACY IN SACRAMENTO AND DISCUSSION ON LEGISLATION WITH POTENTIAL IMPACT TO COUNTY OPERATIONS AND PROGRAMS

Commissioner Bacharach introduced and welcomed Mr. Brian Stiger, Chief Legislative Representative, Chief Executive Office for the County of Los Angeles in Sacramento. Ms. Patricia Carbajal, Manager, Government Relations and Ms. Donna Seitz, Assistant Chief Legislative Representative, Sacramento Advocacy, also presented on this topic. A PowerPoint presentation accompanied the speakers' remarks.

Mr. Stiger and his team provided the following updates on the County's Advocacy in Sacramento:

- His team is primarily responsible for advocating and lobbying for County legislative matters and interests in Sacramento. The County contracts with five firms in Sacramento to lobby on the County's behalf. There is also an office in Washington, D.C. that handles advocacy with Congress.
- The Political landscape will shape the County's future, including impacts from the results of the 2020 federal, State and local elections. At the local level, the County will have a new Supervisor for the 2nd District.
- They work closely with the California State Association of Counties (CSAC) and other County Coalitions.
- Many of the County's sponsored bills were shelved due to COVID-19. The Capitol was closed due to the pandemic. This has been a very challenging year. For two months no work was done due to the pandemic (i.e., the legislative session was cut short and bills were stalled.)
- The State Capitol is tentatively scheduled to reopen in March 2021.
- On-going advocacy and lobbying for the County include: County-supported SB 158 (Allen), Los Angeles County Redistricting Commission, County-supported AB 107 (Committee on Budget) Assessment Appeals Board Hearings, County-sponsored AB 1929 (Blanca Rubio) Child Abuse and Neglect Reporting, County-sponsored AB 2782 (Stone) Mobilehome Park Rental Control and County-supported AB 3373 (Committee on Revenue and Taxation) Assessment Appeals Board.

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #4)

Commissioner Bacharach reported the following:

- The next regular Commission meeting is on December 7, 2020.
- The next regular Productivity Investment Board (PIB) meeting is scheduled for November 16, 2020. There are four Productivity Investment Fund (PIF) projects before the Commission for the second quarter of Fiscal Year 2020-21.

- Since March 2020, the Commission has completed four virtual Department Visits: Office of the Assessor (September 16, 2020), Military and Veterans Affairs (September 24, 2020), Fire Department (October 14, 2020), and Public Social Services (October 22, 2020). The Department Visit with the Sheriff 's Department is scheduled for October 28, 2020. The following departments are postponing their visits until next year: County Counsel (Mary Wickham is leaving at the end of October), and Public Health.
- The Child Support Services Department (CSSD) ad hoc Committee (Jacki Bacharach, Viggo Butler, Ed McIntyre and Arman Depanian) met on October 8, 2020 and came up with a list of follow-up questions for the Department. On October 14, 2020, the Department withdrew their proposal.
- We sent a "Thank You" letter to the Board of Supervisors for the \$1.5 million budget allocation for Fiscal Year 2020-21. The letter was sent to Board Offices on October 7, 2020.
- Historically, the Annual Productivity and Quality Awards (PQA) Board Motion requests that the Board proclaim October as Quality and Productivity Month. Although the PQA is cancelled this year, we submitted a Board Motion to continue to promote quality and productivity throughout the County (Board Agenda October 27, 2020, Item #19).
- Commissioner Bacharach reported that the Commission on Human Relations' LA vs. Hate Action Committee is scheduled to meet on October 28, 2020. Commissioners are invited to attend and participate. The meeting date conflicts with our Department Visit with the Sheriff on the same day. Commissioner Landres attended the LA vs. Hate Action Committee meeting on September 16, 2020. The Commission submitted a PIF project related to LA vs. Hate. If you participate in the Action Committee, and your input contributed to the PIF proposal, there is a potential conflict of interest when voting for the project. Commissioner Landres added the following:
 - LA vs. Hate is a public engagement campaign, with a focus on the preparation and distribution on social media collateral.
 - The call to action is if you witness an incident of hate that is not a crime, call 211 LA County (option 4) instead of 911 where a police report would be filed.
 - On the LA vs. Hate website, you can select an image against hate. The idea is to spread the word in a visually appealing way to get people involved and report incidents of hate to 211 LA County.
- Commissioner Bacharach also reported that the Open Data Task Force project is looking for residents, nonprofits, students/educators, local governments, and other interested stakeholders to join the Task Force. The objective is to connect with Open Data users and understand the challenges, and the needs which can help the County define the vision of Open Data 2.0. Commissioner Cuervo participate in the Task Force's first workshop on October 20, 2020 from 3:00 p.m-5:00 p.m.
- Commissioner Claire Peeps resigned from the Commission, effective October 31, 2020. Claire was appointed on October 9, 2018 by Supervisor Sheila Kuehl and joined us at the 2018 PQA luncheon one day after her appointment on October 10, 2018. This was the first of many Commission events that Claire participated in. Since January 1, 2020, Claire has served as the Commission's First Vice Chair and the 2020 Leadership Conference ad hoc Committee Vice Chair. She has also

participated in the Department Visit and Strategic Plan ad hoc Committees. We wish her well and much success in her current role as the Durfee Foundation's Executive Director and an educator at USC.

- The next quarterly meeting with Fesia Davenport, Acting Chief Executive Officer and Joe Nicchitta, Acting Chief Deputy, is scheduled for November 20, 2020.

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #5)

Arman Depanian, Chair, Productivity Managers' Network, reported the following:

- The PMN Executive Committee met on October 1, 2020 to plan the November 4, 2020 PMN General Meeting and Training, as well as the PMN Holiday Reception on December 2, 2020. The following topics were discussed:
 - The PMN General Meeting and Training will be held virtually. Commissioner Henderson, QPC-PMN Liaison, will welcome everyone and provide Commission announcements.
 - Susan Linschoten and Arman Depanian will provide training on the Productivity Investment Fund process.
 - Terri Villa McDowell, LA vs Hate Program Coordinator, and Simon Isaacs, Chief Executive Officer for Taskforce, will give a presentation on LA vs Hate campaign
 - Maria Rivera, Chair, 2020 PMN Nominating Committee will cover the election of the 2021 PMN Executive Committee Officers.
 - The Network reviewed and unanimously approved the revised PMN policies. The updated policies were sent to the Network on October 13, 2020.
 - The Executive Committee would like to host a virtual PMN Holiday Reception. Executive Committee members are deciding what to do and hope to have some ideas by November 13, 2020. Forward your suggestions to Arman Depanian. us know
- The 2020 PMN Nominating Committee, which comprise of Maria Rivera, Chair (Public Social Services), Hsiao-Ching Chen (Regional Planning), Catherine Mak (Public Health), and Elisa Vasquez (LACDA), met on October 1, 2020. The Committee decided that due to the pandemic, they are recommending to roll-over the current PMN Executive Committee to the following year. An email will be sent out to the Network on October 21, 2020 explaining the decision and providing the slate of officers for the Network's vote. The final day to vote is November 4, 2020. The 2021 PMN Executive Committee will be announced at the PMN Holiday Reception on December 2, 2020.
- Productivity Managers submitted four PIF proposals for the second quarter of Fiscal Year 2020-21: Fire Department (2), Parks and Recreation (1), and WDACS/Commission on Human Relations (1). The first level of review by the Productivity Investment Board (PIB) Advisory Committee was held on October 14, 2020. The PIB will hear these projects on November 16, 2020.

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #6)

Jackie Guevarra, Executive Director, reported the following:

- The Hall of Administration continues to be closed to the public. However, social distancing signs and hand sanitizing stations are setup throughout the building.

- The Executive Office is issuing new ID badges. Photos will be taken by appointment or walk-ins.
- Commission staff sent training reminders on August 13, 2020 and September 21, 2020. As of September 10, 2020, six Commissioners have outstanding trainings.
- Staff has been working on the Winter Quarterly Newsletter, which will include information on Prosper LA and highlights on 2020 Recognition projects.
- The Commission's Website has been updated. Please review and provide feedback to Commission staff on any proposed changes.
- Jackie is enrolled in the Executive Leadership Development Program (ELDP) and is working on a group project regarding the Commission. The group members will come up with a "marketing plan" to more widely promote the Commission and reach a larger segment of the County workforce. The ELDP Graduation Day is scheduled on December 15, 2020. All Commissioners are invited.

ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020) – PROSPER LA UPDATE (AGENDA #7)

Commissioner Bacharach made the following update:

- The second quarterly report was issued on October 5, 2020 (report was dated September 30, 2020).
- The next quarterly report is due December 31, 2020 and will include a status report from County Departments on ideas received through the website. An announcement to Department Heads and Board Liaisons was sent out on September 18, 2020 to notify them of the process to review and provide a status on each of the ideas that were submitted for their Department.
- Since August 31, 2020 to October 18, 2020 we received 25 more submissions. Jackie Guevarra will send a link to the Prosper LA webpage to all the Commissioners.
- Language to encourage proposals for Prosper LA ideas will be included in the Productivity Investment Fund quarterly announcement.

2020 LEADERSHIP CONFERENCE UPDATE (AGENDA #8)

Commissioner Wright made the following report:

- The 2020 Leadership Conference was cancelled. As an alternative, the Leadership Conference ad hoc Committee asked Department Heads for "lessons learned" during the pandemic. We received six responses so far (Public Social Services, Executive Office, Military and Veterans Affairs, Regional Planning, Treasurer and Tax Collector, and Workforce Development Aging and Community Services.)
- The next ad hoc Committee meeting is scheduled for November 2, 2020. Planning for the 2021 Conference will commence.
- A virtual 2021 Conference will be considered.

34TH ANNUAL PRODUCTIVITY AND QUALITY AWARDS (AGENDA #9)

Commissioner Liu made the following report:

- Total of 99 entries were received from 19 Departments.

- Six projects were highlighted in the Fall Newsletter. And additional six projects will be featured in the Winter Newsletter.
- Commission staff is working to upload all projects by Departments on the Commission website.
- The ad hoc Committee will next meet in November 2020.

DEPARTMENT VISITS AD HOC COMMITTEE (AGENDA #10)

Commissioner Butler, Chair, Department Visit ad hoc Committee, presented the Department Visit reports for the Office of the Assessor (September 16, 2020, led by Commissioner Wright), Military and Veterans Affairs (September 24, 2020, led by Commissioner Butler), and the Fire Department (October 14, 2020, led by Commissioner Henderson). After discussion, the Commission received and filed the reports.

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) UPDATE (AGENDA #11)

Commissioner McIntyre reported the following:

- The CCJCC met on October 14, 2020 at 12:00 noon via Microsoft Teams
- The County Advocacy group in Sacramento noted above (Brian Stiger, Donna Seitz, Patricia Carbajal) also provided an overview of public safety-related legislation in the 2020 legislation and anticipated focus areas in 2021.
- The presentation included Proposition 20-Criminal Sentencing, Parole, and DNA Collection Initiative and Proposition 25-Replace Cash Bail, with Risk Assessment Referendum.

NOMINATING AD HOC COMMITTEE (AGENDA #12)

Commissioner McIntyre reported the following:

- The Nominating ad hoc Committee includes Ed McIntyre (Chair), Viggo Butler, Rod Gibson, and Huasha Liu
- The Committee will meet again on November 9, 2020 to finalize the slate for the Chair, First Vice Chair and Second Vice Chair.
- The Committee will present the slate for vote at the December 7, 2020 full Commission meeting. However, nominations can also be made from the floor for consideration.
- The duties of the three Officers include attending additional meetings of the Officers, which is an additional eight meetings per year. There are extra duties and extra time associated with these positions. Due to Commissioner Peeps' resignation, Commissioner Cuervo becomes the First Vice Chair until the end 2020. The now vacant Second Vice Chair position will not be filled due to proximity to year end.

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

None

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #14) – FOR DISCUSSION ONLY

None

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #15) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #16)

None

ADJOURNMENT

Commissioner Bacharach adjourned the meeting at 11:43 am. The next full Commission meeting will be on Monday, December 7, 2020.