



LOS ANGELES COUNTY PRODUCTIVITY INVESTMENT BOARD

MINUTES OF THE MEETING OF
February 22, 2021 at 10:00 a.m.
Virtual Meeting

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

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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):**

Edward McIntyre, Chair
Viggo Butler, Vice Chair
Jacki Bacharach
Andrés Cuervo
Teresa Dreyfuss
Rodney Gibson
Evelyn Gutierrez
J. Shawn Landres

Productivity Investment Board Advisory Committee

Susan Linschoten, Chair

CALL TO ORDER

The Chair called the meeting of the Productivity Investment Board (PIB) to order at 10:01 a.m.

ANNOUNCEMENTS

Commissioner McIntyre welcomed everyone to the virtual Productivity Investment Board (PIB) meeting and noted that the meeting is being recorded. He announced that members of the public can send their questions or comments to Jackie Guevarra, Executive Director, during the meeting via email at jguevarra@bos.lacounty.gov. Any information received will become part of the official meeting record. He 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 February 21, 2021, 4:00 p.m. No written comments were received.

Commissioner McIntyre welcomed Commissioners Cuervo and Dreyfuss to the PIB. The Commission looks forward to their contributions and recommendations on the projects before the PIB.



Commissioner McIntyre also made the following announcements: 1) according to the QPC Policy 3.0, the PIB “evaluates each proposal, and formulates a recommendation to the [full] Commission, consistent with PIB guidelines, including specific terms and conditions for investment, provided that the PIB shall not recommend investments exceeding the total uncommitted funds available at the time of the PIB meeting at which the proposal is considered”; 2) to ensure the integrity of the PIF process, Commissioners should recuse from discussion and voting on the project, if there is potential conflict of interest on any project; and 3) all discussions on any project must take place during the meeting. Commissioners must refrain from any open discussion amongst themselves, including email correspondence. This is a Brown Act meeting and the PIB must practice due care to ensure compliance with all requirements.

Commissioners Landres and McIntyre stated that they received an email addressed to more than of the quorum of the PIB. However, PIB members did not respond to nor take action on the email.

APPROVAL OF NOVEMBER 16, 2020, MINUTES

Commissioner Landres moved to amend the minutes of November 16, 2020. The itemized roll call votes were missing for 21.5 – Fire, *Emergency Medical Dispatch Software* (\$365,460 Grant) and 21.6 – Fire, *Video Translation Application* (\$90,000 Grant). The motion to amend and approve the minutes was seconded by Commissioner Bacharach and unanimously approved.

PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS (FISCAL YEAR 2020-2021, 3rd QUARTER)

Commissioner McIntyre reported there are four proposals for approval before the PIB for the 3rd Quarter of Fiscal Year 2020-2021. One of the projects is a carry-over from the 2nd Quarter. The Department was asked to return directly to the PIB with a more focused proposal. Before hearing the proposals, he reported the Productivity Investment Fund (PIF) fund balance as of January 31, 2021, is \$5,444,160. The four projects before the PIB total \$1,294,022, which is about 86% of our FY 2020-2021 allocation of \$1,500,000. If all projects up for consideration in the 3rd quarter are approved, the ending fund balance will be \$4,150,138.

21.9 – Los Angeles County Library, for *Volunteer Expansion and Management (VEM) Program*, \$100,000 Grant.

Commissioner Landres asked if the Library Foundation is involved in this project. Commissioner Gutierrez has served on the Board. Commissioner Gutierrez confirmed that she resigned from the Library Board after 30 years.

Yolanda De Ramus, Grace Reyes, Debbie Anderson, Jesse Walker-Lanz, Manny Moreno, Arpi Zadoorian and Samangi Skinner were in attendance to support the proposal. Yolanda De Ramus, Debbie Anderson, Jesse Walker-Lanz, Manny Moreno and Samangi Skinner presented and spoke on the project.

The grant would be used to expand and promote a robust and vibrant volunteer program, including recruitment design. The Department will also subscribe to a volunteer management system platform that will streamline Library programs and services that require the participation of community volunteers. A PowerPoint presentation accompanied the Department's remarks.

Susan Linschoten, Chair of the PIB Advisory Committee (Committee), reported the Committee provided the following questions and recommendations to the Department: 1) follow-up with Chief Information Office to ensure they support the project and discuss how this can be a Countywide effort; 2) include other departments, such as Parks and Recreation and the Department of Public Social Services, who use volunteers, in the discussion; 3) fix the application on page 3 (\$33,333 extra); 4) under implementation period, add the time it will take for the project to be implemented; 5) page 11 does not align with the budget detail; 6) page 4, question 2, reword (if not critical, why is it needed); 7) mention other jurisdictions using this type of platform, such as Natural History Museum/City of Los Angeles; 8) explain how productivity will increase by 50%, i.e., how many library staff are handling volunteers and what the savings will be (add a table – show before and after VEM data); 9) explain maintenance effort and future costs of the platform after 3 years; 10) emphasize budget challenges as reason for grant; how will the new system free up staff and where will staff be reassigned; 11) explain how "volunteers" can work during COVID; 12) add a PowerPoint slide with a clear table of the number of hours saved; and 13) consider removing marketing, the PIF will not pay for marketing. The Committee recommended the grant.

Executive Director, Jackie Guevarra, asked if any Commissioners had a conflict of interest with this proposal since the vendor was mentioned during the presentation. There was no conflict with Commissioners.

After discussion and questions, Commissioner Gibson made a motion to approve a \$100,000 grant. The motion was seconded by Commissioner Landres.

The Department was asked to provide a supplemental document answering the questions out of the PIB Advisory Committee. The Department did not fully respond to the PIB Advisory Committee's questions and comments.

The amended motion was unanimously approved. (taken by roll call).

Ayes: Commissioners Bacharach, Butler, Cuervo, Dreyfuss, Gibson, Landres and McIntyre
Nos: None
Abstain: Commissioner Gutierrez

Commissioner Landres will present the project at the Quality and Productivity Commission meeting on Monday, March 22, 2021.

21.10 – Public Defender, for *Building Capacity for Justice and Social Services*, \$694,022 Grant.

Ricardo Garcia, William Stone, Natasha Khamashta, Jon Trochez, Mohammed Al-Rawi, Gail Bristo and Jeff Gilliam were in attendance to support the proposal. Ricardo Garcia, William Stone, Natasha Khamashta and Jon Trochez, presented and spoke on the project.

The grant would be used help launch an innovative, impactful, cost-effective, first of its kind pilot in Los Angeles County to address the critical ancillary civil needs of those involved with the criminal legal system. Embedded advocates will provide holistic, wrap-around support to stabilize clients, promote wellness, and reduce days of incarceration. A PowerPoint presentation accompanied the Department's remarks.

Susan Linschoten reported the Committee provided the following questions and recommendations to the Department: 1) on page 5, question 4, reword the application to show vendor costs only; 2) consultant costs (the Commission does not pay for salaries); 3) emphasize the vendor is providing training and recruiting as part of the services paid for – the \$290,932 is not free services; 4) on page 5 and 6 of application, explain how the \$582 million annual potential savings was computed; 5) if these are hard savings, the Department should consider taking a loan vs a grant; 6) consider presenting it as a 3-year pilot; 7) discuss whether this program has been tried in other counties; 8) start PowerPoint with the ask and explain how jail time is more expensive (show numbers) compared to using Advocates; and 9) explain why the Chief Executive Office is not funding it at this time (e.g., COVID). The Committee has no recommendation.

After discussion and questions, Commissioner Bacharach made a motion to approve a \$694,022 grant, with the condition that the Department include a performance and financial audit at the end of the pilot. The motion was seconded by Commissioner Landres.

The motion was unanimously approved (taken by roll call).

Ayes: Commissioners Bacharach, Butler, Cuervo, Dreyfuss, Gibson, Gutierrez, Landres and McIntyre
Nos: None
Abstain: None

Commissioner Gibson will present the project at the Quality and Productivity Commission meeting on Monday, March 22, 2021.

21.11 – Public Social Services, for *Economic Mobility*, \$150,000 Grant.

Nick Ippolito, Ernie Gomez, Brian Risely Maria Rivera and Elizabeth Herrera from the Department of Public Social Services were in attendance to support the proposal. Nick Ippolito presented and spoke on the project.

The grant will be used to procure the services of an Economist, who will evaluate the regional economic needs in Los Angeles County and identify barriers to achieving self-sufficiency. A PowerPoint presentation accompanied the Department's remarks.

Susan Linschoten reported the Committee provided the following questions and recommendations to the Department: 1) it was hard to hear the presenter (move microphone closer); 2) move the ask to the first PowerPoint slide; 3) ensure the Economist works with other departments such as LACDA and WDACS for a more countywide holistic approach; 4) explain what an Economist does and what he/she will be able to do as part of the case management team; 5) explain how the project will allow a client to be self-sufficient as a result of this project – give example – what is the end goal (e.g., resetting the benefit requirements that are currently in place); 6) explain how DPSS will fill in the gap if the State or federal funding is less; 7) consider asking a non-profit or the State to fund the Economist study and return to the Commission with a proposal that can be implemented – what action can be taken after the Economist completes the study; 8) refer to the Portrait of LA County – the Economist would be looking at the same criteria (earnings, health, education); 9) has DPSS consulted with the State? Should the state pay for the study? The Committee has no recommendation.

After discussion and questions, Commissioner Landres made a motion to forward the proposal to the full Commission with a recommendation for approval of a \$150,000 grant. As part of this motion 1) ask the Department to consult with LACDA relating to the vouchers and the benefits cliffs; 2) consult with other jurisdictions that are doing work on the Universal Basic Income and other forms of cash support that invoke the benefit cliff (e.g., Stockton, Santa Monica); 3) reference the Portrait of Los Angeles County and incorporate data collection already done; and 4) reevaluate the vendor qualifications based on the first three things, seconded by Commissioner Bacharach.

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

Ayes: Commissioners Bacharach, Butler, Cuervo, Dreyfuss, Gibson, Gutierrez, Landres and McIntyre
Nos: None
Abstain: None

The Department will present the project at the March 22, 2021 or at a future Quality and Productivity Commission meeting.

Commissioner Butler will present the project at a future Quality and Productivity Commission meeting.

21.8 – Workforce Development, Aging and Community Services, for Addressing Bias & Hate Using Art Justice & Cultural Action Strategies, \$350,000 Grant.

Robin Toma, Terri Villa-McDowell and Stephanie Maxberry from Workforce Development, Aging and Community Services were in attendance to support the proposal. Robin Toma and Terri Villa-McDowell presented and spoke on the project.

The grant would be used to hire a consultant to produce strategies to enhance LA vs Hate messaging and response to hate acts, and support interventions to promote feelings of safety throughout Los Angeles County.

Susan Linschoten reported the Committee did not see the revised presentation prior to today's meeting. She stated that she had no comments to provide other than it is a much better proposal than was originally submitted.

Commissioner Landres stated that both he and Commissioner Bacharach have attended LA vs HATE committee meetings. However, neither have met nor discussed the proposal with the Department outside of the PIB.

After discussion and questions, Commissioner Bacharach made a motion to approve a \$350,000 grant seconded by Commissioner Cuervo

Ayes: Commissioners Bacharach, Cuervo, Gibson, Gutierrez, Landres, and McIntyre
Nos: None
Abstain: Commissioner Butler

Commissioner Dreyfuss left the meeting and did not vote on this proposal.

Commissioner Gutierrez will present the project at the Quality and Productivity Commission meeting on Monday, March 22, 2021.

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

Discussion followed on the clarify of the requested items to be funded. The department explanations are not always clear in the PIF application. Staff will work with the departments to ensure the ask is clear and reflected in the application before it is shared with the PIB Advisory Committee.

The Commissioners also discussed the following concerns regarding the application:

- The ask is not always clear in the applications
- Include the ask at the beginning of their presentation

- The 2018 application had a word count of 150, but now only 50 words, to describe the ask
- Budget is not clear – need to clarify what the departments are paying for
- Emphasize the clarity of the ask at the PIF training for the PMN
- Clearer presentations when presenting to the Committee and the PIB
- Add a question in the application regarding sustainability
- Add a question about equity (e.g., racial equity impact assessment write-up). What are the burdens/challenges and why does the project matter? It is a priority of the Board of Supervisors and the Chief Executive Office. It would be helpful for the Committee to ask every project to do that kind of impact assessment, so that the PIB knows where the Department is coming from. Who does this help, who does this burden? What are the impacts and why does the project matter and for whom?
- Revisions to the applications are done on a fiscal year cycle – changes to the guidelines and application process are done annually.
- We should meet to discuss changes before **June**. Need a special meeting to address these issues before the next filing period
- Susan and Jackie will work together to coordinate the recommendations that were received today.

ADJOURNMENT

Commissioner McIntyre adjourned the meeting at 1:45 pm. The next PIB meeting will be on Monday, May 24, 2021 at 10:00 a.m.