

**MINUTES OF THE MEETING OF  
June 1, 2016  
PRODUCTIVITY INVESTMENT BOARD**

500 West Temple Street  
Room 525  
Los Angeles, CA 90012

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**PIB Members Present**

Shawn Landres, Chair  
Jacki Bacharach  
Viggo Butler  
Rodney Gibson  
Nancy Harris  
Jaclyn Tilley Hill  
Edward McIntyre

**PIB Members Absent**

Charles Bakaly (Alternate)

**CALL TO ORDER**

Commissioner Landres called the Productivity Investment Board (PIB) meeting to order at 10:04 a.m.

**APPROVAL OF MINUTES**

Commissioner McIntyre moved to approve the minutes of January 19, 2016, and March 14, 2016, seconded by Rodney Gibson. Commissioner Bacharach asked that a vote be made separately for each of the minutes.

The vote to approve the January 19, 2016 minutes was unanimously approved.

The vote to approve the March 14, 2016 minutes was approved with Commissioner Bacharach abstaining.

**PRODUCTIVITY INVESTMENT FUND DIGITAL GOVERNMENT CHALLENGE PROPOSALS (FISCAL YEAR 2015-2016, 4<sup>TH</sup> QUARTER)**

Commissioner Landres reported that projects 16.10 (Public Health), 16.12 (Animal Care and Control), and 16.13 (Animal Care and Control) were withdrawn and may be resubmitted at another time.

Commissioner Landres informed there is one proposal for consideration today.



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

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**Chair**

Rodney C. Gibson, Ph.D.

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

Nancy G. Harris

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

Jacki Bacharach

**Chair Emeritus**

Jaclyn Tilley Hill

**Immediate Past Chair**

Edward T. McIntyre

Walter Allen, III

Charles G. Bakaly, Jr.

Viggo Butler

Evelyn M. Gutierrez

Lisa Korbatov

J. Shawn Landres, Ph.D.

Huasha Liu

Bud Treece

William C. Waddell, DBA

Joseph P. Wetzler

Jacqueline Agnello Wong

Will Wright

**Executive Director**

Victoria Pipkin-Lane

**Program Manager**

Mary E. Savinar

**Program Support**

Laura Perez



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**16.11 – Registrar-Recorder/County Clerk with Internal Services, Website Chat Pilot, \$97,000 grant.**

The motion to approve the project was made by Commissioner Bacharach, seconded by Commissioner Harris.

Jeremy Gray, Debbie Martin, and Ann Smith from the Registrar-Recorder/County Clerk's Office, and Dave Westlake and Diane Quarker from Internal Services presented the project. The grant will allow the departments to acquire and implement a Website Chat Solution that will provide the public with an avenue for contacting department staff directly through the Registrar-Recorder's website. Internal Services will work with the Registrar-Recorder in the vetting process as an open source or software as a service and centrally manage all security, functionality and scalability in an effort to expand this new mode of communication to all County departments. As the pilot concludes, Internal Services will be reworking 18 County websites into an open source solution. A power point was given.

Susan Linschoten, Chair of the Productivity Advisory Committee (Advisory Committee), reported that the Advisory Committee recommended funding the project. It is a great collaboration between the Registrar-Recorder and Internal Services and can serve as a Countywide model.

After discussion and questions by Commissioners, the motion to approve a \$97,000 grant was unanimously approved.

**PRODUCTIVITY INVESTMENT FUND (PIF) PROJECTS FOR PROGRESS PRESENTATIONS**

Commissioner Landres informed that as part of the Commission's Strategic Plan, departments who have received PIF funding will be asked to provide an update on their projects. Representatives from the Department of Public Works provided updates on two of their projects:

- Project 15.20 (Mandatory Water Restriction Outreach). Kimberly Lyman, Iwen Tseng, and Carolina Hernandez gave a power point presentation and answered Commissioner's questions
- Project 14.12 (Water Pressure Reducing Turbine System). Peter Kim, Nikolas Vokhshoori, and Narendra Amarnani gave a power point presentation and answered Commissioner's questions

**FUND BALANCE REPORT**

Commissioner Landres reported that the fund balance has not changed since the last meeting. There is a balance of \$286,000 and the Commission is still awaiting the

Supplemental budget. If the Commission approves today's project for \$97,000 on June 20, 2016, the new balance will be \$189,000.

The next PIF solicitation is due on July 8. There was discussion on how to proceed with the solicitation memo. After discussion, it was recommended that a memo be sent out to Department Heads and Productivity Managers with mention of the total allocation amount.

**CONSIDERATION OF THE EXECUTIVE COMMITTEE'S DIRECTIVE TO REVIEW THE PIF GUIDELINES TO ENSURE PIF PROPOSALS ARE IN COMPLIANCE WITH THE STRATEGIC PLAN**

This matter will be continued to the next meeting.

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

None

**PUBLIC COMMENT**

None

**ADJOURNMENT**

On motion by Commissioner Harris, seconded by Commissioner Hill, the meeting adjourned at 12:32 p.m. The next PIB meeting will be on August 8.