



MINUTES OF THE MEETING OF January 19, 2016 PRODUCTIVITY INVESTMENT BOARD

500 West Temple Street
Room 565
Los Angeles, CA 90012

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

565 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Telephone: (213) 974-1361
(213) 974-1390
(213) 893-0322

Website: <http://qpc.co.la.ca.us>

PIB Members Present

Shawn Landres, Chair
Jacki Bacharach
Rodney Gibson
Viggo Butler

Jaclyn Tilley Hill
Charles Bakaly (Alternate)
Edward McIntyre
William Waddell

Absent

Nancy Harris

Chair

Rodney C. Gibson, Ph.D.

1st Vice-Chair

Nancy G. Harris

2nd Vice-Chair

Jacki Bacharach

Chair Emeritus

Jaclyn Tilley Hill

Immediate Past Chair

Edward T. McIntyre

CALL TO ORDER

Commissioner Landres called the Productivity Investment Board (PIB) meeting to order at noon.

Walter Allen, III
Charles G. Bakaly, Jr.
Viggo Butler
Evelyn M. Gutierrez
J. Shawn Landres, Ph.D.
Huasha Liu
Bud Treece
William C. Waddell, DBA
Joseph P. Wetzler
Jacqueline Agnello Wong
Will Wright

APPROVAL OF MINUTES – NOVEMBER 16, 2015, MEETING

Commissioner McIntyre moved to approve the minutes of November 16, 2015, seconded by Commissioner Gibson. The minutes were unanimously approved.

Executive Director
Victoria Pipkin-Lane

FUND BALANCE REPORT

Commissioner Gibson reported the following:

- He met with CEO Sachi Hamai on Jan. 15 and discussed the Commission's budget. There will be no additional funding in the current fiscal year.
- CEO Fiscal will review and redesign the fund balance report to more clearly reflect expenditures, including current, pending and future withdrawals, interest and loan payments
- The updated Fund Balance Report may be available at the Feb. 1 PIB meeting
- Currently, fund balance is approximately \$500,000

Program Manager
Mary E. Savinar

Program Support
Laura Perez

REVIEW OF PRODUCTIVITY INVESTMENT FUND (PIF) GUIDELINES

Discussion took place on the PIB guidelines, led by Commissioner Landres. No reportable action was taken.



Key points of the discussion included:

We support plain language

*"To enrich lives through
effective and caring service"*

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- The Commission carrying out its stated mission, “to develop proposals and mechanisms to acquire alternative financial resources for County productivity programs and projects; examining Department efficiency initiatives
- Departmental policies on innovation, funding of agency operations and other core mission functions
- Improving the clarity of some Department proposals, specifically asking proposers to identify real cost savings; and the potential to use the cost savings to help fund the proposed project
- Appropriateness of funding projects that are no longer pilots; degree of flexibility in the funding guidelines

PIB members were encouraged to continue to focus on ways to support departments, promote employee ingenuity, cost savings, while being fiscally responsible

RECONSIDERATION OF PRODUCTIVITY INVESTMENT FUND (PIF) PROPOSALS

Commissioner Rod Gibson, Chair, advised PIB Chair, Commissioner Landres that the Executive Committee has requested that the PIB conduct a special meeting and reconsider the 2nd Quarter Productivity Investment Fund (PIF) proposals submitted by Departments; and restructure the PIF budget.

On motion by Commissioner McIntyre, seconded by Commissioner Hill, reconsideration of proposal 16.3 – Public Health, \$150,000 grant, was approved by a 4 – 3 vote

On motion by Commissioner McIntyre, seconded by Commissioner Gibson, reconsideration of proposal 16.4 – Parks and Recreation, \$444,404 grant, was unanimously approved

On motion by Commissioner McIntyre, seconded by Commissioner Hill, reconsideration of proposal 16.5 – Public Works, \$314,741 grant was unanimously approved

On motion by Commissioner McIntyre, seconded by Commissioner Hill, reconsideration of proposal 16.6 – Treasurer and Tax Collector, \$150,000 grant, was unanimously approved.

There was no reportable action. All four PIF proposals were continued to the Feb. 1, 2016 meeting and Departments will be invited to attend. After discussion, Commission staff was directed to contact the Departments and advise project managers to be prepared to address the following issues on February 1.

- Potential for no grant funding; or the grant request being changed to a loan or combination of loan/grant
- What alternative sources of funding have been sought
- Additional scrutiny of applications to ensure compliance with PIF guidelines

- Project 16.6, Treasurer and Tax Collector will be asked whether the department has decided to continue the project, regardless of funding from the Commission, as appeared to be stated in a recent Board letter. Copies of the letter will be given to PIB members.

DISCUSSION REGARDING PIF SOLICITATION FOR THE 4TH QUARTER, FISCAL YEAR 2015-2016

Concern was expressed about cancelling the 4th quarter solicitation and the need to ensure transparency as it pertains to the PIF budget. After discussion, the following was suggested:

- Chair of the PIB and Executive Director discuss options/alternatives regarding the Fourth Quarter solicitation and share those options on Feb 1
- Preparation of a fact sheet with information on the successful projects funded by the Commission with PIF monies
- Distribution of the revised Fund Balance Report before the February 1 meeting

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

Commissioner Landres reported that at the Strategic Plan update meeting, it was agreed that an additional meeting of the PIB would be scheduled for reports on progress by grantees. This additional meeting will be coordinated with the Executive Director and the PIB Committee members will be notified.

Commissioner Landres also stated the PIB may consider inviting a representative from the State Greenhouse Gas Reduction Group or Southern California Grant Makers to educate the PIB members on alternative financing vehicles.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting adjourned at 2 p.m. The next PIB meeting will be on February 1, 2016, in Room 743.