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## **Economy & Efficiency Commission Meeting Minutes**

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### **MINUTES OF THE REGULAR MEETING ECONOMY AND EFFICIENCY COMMISSION**

THURSDAY, June 6, 2002  
ROOM 830, KENNETH HAHN HALL OF ADMINISTRATION

*Editorial Note: Agenda sections may be taken out of order at the discretion of the chair. Any reordering of sections is reflected in the presentation of these minutes*

#### **I. CALL TO ORDER OF COMMISSION MEETING**

With the presence of a quorum of commissioners, Chairman Philibosian called the Commission meeting to order at 10:20 a.m.

#### **II. APPROVAL OF COMMISSIONER'S ABSENCES**

Chairman Philibosian asked for a motion to approve absences.

#### **COMMISSIONERS PRESENT**

Clayton Anderson  
Fred Balderrama  
Isaac Diaz Barcelona  
John Crowley  
Jonathan Fuhrman  
Jaclyn Tilley Hill  
Chun Lee  
Roman Padilla  
William J. Petak  
Robert H. Philibosian  
Clinton Simmons  
G. Thomas Thompson

#### **COMMISSIONERS REQUESTING TO BE EXCUSED**

Joanne Baltierrez  
Hope J. Boonshaft  
Annie E. Cho  
David W. Farrar  
Tony Lucente  
Royal F. Oakes

Julia Sylva  
Tony Tortorice

### **COMMISSIONERS NOT REQUESTING AN EXCUSE**

None

It was Moved, Seconded, and Adopted: The Commission members requesting an excuse, be excused.

### **III. APPROVAL OF MAY 2, 2002 MINUTES**

Chairman Philibosian asked if there were any corrections or amendments to the minutes. Hearing none the following motion was Moved, Seconded, and Adopted: The minutes of the May 2, 2002 Commission meeting be approved.

### **IV. APPROVAL OF MAY 2, 2002 PRESENTATION**

Chairman Philibosian asked if there were any corrections or amendments to the presentation. Hearing none the following motion was Moved, Seconded, and Adopted: The presentation of the May 2, 2002 Commission meeting be approved.

### **V. INTRODUCTIONS AND ANNOUNCEMENTS**

Chairman Philibosian noted there were no introductions or announcements.

### **VI. CHAIRMAN'S REPORT**

Chairman Philibosian reported that Commissioner Hill and Commissioner Lucente had been reappointed by the Board of Supervisors to this Commission. He also noted that Commissioner Fuhrman would be giving a special report on a CIO project, but that his report would be held until he arrived.

### **VII. EXECUTIVE DIRECTOR'S REPORT**

Mr. Staniforth stated that all the reports and other commission documents were now on the web site. He advised the commissioner's they could refer people to the web site to obtain copies of Commission documents. He continued saying that staff was now working on a new web site.

Several commissioners commented on the web site, wanting to understand the approach of the new design. Mr. Staniforth advised the Commission that the content of the site would not be changing; rather the new design would update the web sites appearance and improve areas like navigation and accessibility to information. Chairman Philibosian commented that photos of the commissioners could be placed on the web site since he felt that it personalized the Commission. He asked if anyone would object to having photos on the web site. There were no stated objections.

Commissioner Hill stated that as far as she knew, this Commission was farther along in getting their reports published to the Internet than any other Commission. She continued stating that this was appropriate since this was the Citizens Economy & Efficiency Commission and this was part of our outreach to the community.

Commissioner Crowley asked if he understood correctly that the documents were on the web in their entirety. Mr. Staniforth advised that was true for the most part, but some charts and graphs that did not translate into HTML efficiently, were not included on the web. In these cases, a note directs the viewer to contact the Commission's office for a copy of the chart or graph. In the next iteration of the site, the reports would continue to be reviewed and wherever possible, have those charts and graphs inserted.

Commissioner Crowley advised that the reason for his question was to determine who were the readers of these documents and to see where the Commission could better market it's products. Mr. Staniforth advised that he received a monthly report containing a listing of pages viewed, view time and point of origination for these requests. This report could be used to help determine the readership. Commissioner Crowley continued saying that it might be possible to increase the audience for the site by including abstracts and updates to the reports thereby increasing their relevance to the viewer. Mr. Staniforth replied that currently the site did have abstracts of the reports. Also, it was planned to have County responses to recommendations included in the next iteration of the web site. He also stated that the effort to get the reports on-line was in response to a Board directive to ensure citizen access to this information.

Commissioner Simmons asked if it could be determined by individual, who accessed the site. Mr. Staniforth advised that it was not possible to get that specific. At best, the report showed the type of organization the viewer was

associated with; for example government, military, education or commercial site.

Commissioner Petak commented that the site could require someone to sign in before getting access to the reports, this way the users of the site could be determined. Mr. Staniforth stated that was possible, but it would probably violate the intent of the Board policy on public access. Chairman Philibosian noted that we could have voluntary sign-in or do surveys to see whom the users are and what they want to see in the site. Commissioner Petak asked if there was any concern for providing the information in a format that could not be changed or altered, like in a secured .PDF file. Chairman Philibosian felt that if someone wanted to copy the information and use it, more power to them. Commissioner Petak noted that the real key to .PDF is that it could get the graphs and figures that were not easily done in HTML. Mr. Staniforth advised that .PDF files could be used, at least for the larger files that contained a lot of graphs and charts.

## **X. PRESENTATION (a)**

[Mr. Pastor Herrera, Director, Department of Consumer Affairs](#)

[Topic: Services of the Department of Consumer Affairs and Current Consumer Scams](#)

Mr. Herrera discussed the principle programs of the Department of Consumer Affairs. He discussed how these programs served the community and reviewed some common scams facing the consumer in Los Angeles County today.

## **VIII. LIAISON REPORTS**

### **Local Government Services Commission**

A liaison from the Local Government Services Commission has not been appointed to this Commission.

### **Quality and Productivity Commission**

Commissioner Waddell stated that Commissioner Steve Wesson had left the Commission, receiving a five-signature scroll from the Board of Supervisors. He further stated that the network of Productivity Managers went to a training program with Jerry Nadler speaking and David Janssen presenting the opening remarks. Additionally, the special grant committee had narrowed the 21 applicants to 7 finalists and in subsequent steps will reduce that number further.

## **IX. OLD BUSINESS - TASK FORCE REPORTS**

### **Emancipation Services Task Force**

Commissioner Thompson stated that the task force had not met since the last meeting of the Commission.

### **Grand Jury**

Commissioner Hill commented on her recent experience on Jury Service at the Compton Court. The jurors were asked to arrive at 7:45 a.m. when the program actually begins at 8:30 a.m. When entering the jury room, each person takes an extensive list of questions on the jury process. At 8:30 a.m. they start the program by reviewing each question on the list. After this review, they introduced the head of the juror system who lectured for an hour, giving a history lesson on the U.S. She said that the experience overall was rewarding but that this approach was different than many of the other courts. She found it interesting that this person had said it was 'pot-luck' who was called to serve and in his 29 years at the courts, he had only been called to serve once.

The Grand Jury's visibility continues to grow, with the District Attorney recently using the possibility of a Grand Jury investigation to influence the decision of the Archdiocese to turn over documentation to his office. She also commented that Ventura County is now a bifurcated system and that they completed the changeover in a week.

Concerning the task force, she stated the proposed focus was to consider identifying a system which could track all audit/review recommendations for the departments within Los Angeles County. Given the similarity in objectives, Commissioner Barcelona's task force will merge with this task force and he would become the Vice Chair of the Grand Jury Task Force. She felt that this change of focus and merger would provide an opportunity of making an impact on the process that would have merit. Commissioner Barcelona commented that he agreed with the merger and appreciated staff and others working with the two groups to avoid the duplication of efforts.

Commissioner Fuhrman questioned a statement from Commissioner Hill on the number of the jurors called to two panels vs. the number of jurors available in the jury pool. He stated that it seemed they had called 2 to 3 times the number of jurors needed yet they were complaining that there was a juror shortage. Commissioner Hill commented that

in previous years, she had been told that one of the challenges they faced was calling to many jurors.

Commissioner Fuhrman followed up with a question as to whether the operations of the court system fell within the jurisdiction of this Commission. Chairman Philibosian replied that the courts were a state operation and thus would be out of the jurisdiction of this Commission. Commissioner Simmons commented that he had been called to jury service recently, but that he had not even finished serving his year on the Grand Jury. He also felt that the jury selection process was not really random and perhaps the Commissioner could make a recommendation on that

#### **Organization & Accountability Task Force**

The task force chair was not present and thus, no report was made.

#### **Economic Development**

The task force chair was not present and thus, no report was made.

#### **Report Review Task Force**

Commissioner Barcelona noted that comments had already been made on the merger of this task force and the Grand Jury task force.

### **XI. SPECIAL REPORT**

Commissioner Fuhrman advised the Commission of an effort by the County to implement Enterprise Resource Planning (ERP). These are the types of computer systems that attempt to provide a uniform set of platforms, computer systems and programs that would enable County administrators to have a county wide view of finances. He noted that these types of systems are legendary in the private sector as to the benefits and difficulty in implementation.

He explained further that an ERP was an effort to move the separate systems for Personnel, Payroll, and Purchasing, etc into one large system. This system would share the data between the sections and provide a consistent view of finances and inventory, for example. Additionally, data from one department can be made available to another department. Reports generated by the system will have a common look, making them easy to understand. He noted that despite the legendary stories of failure in implementing these expensive, difficult systems, their rewards were worth the trouble.

Jon Fullinwider, the CIO, is leading the implementation of the ERP and Commissioner Fuhrman had suggested to the Chairman to have the CIO apprise this Commission on the progress of the implementation in the next few months. He also suggested that the Commission might be able to add value to the implementation process, rather than waiting for project completion.

In response to Commissioner Padilla's question, Commissioner Fuhrman advised that the ERP would cover everything in the County, from Children's Services to the Sheriff. Commissioner Hill asked if Commissioner Fuhrman had any suggestions or thoughts on how this Commission could assist. Commissioner Fuhrman replied that he was not sure exactly how to add value in this situation, nor the comfort level of this Commission. Rather, he wanted to bring this to the Commission to see if discussions should be held in the coming months. He noted that nothing would need to be done on this immediately, as this process will take some time to complete. Chairman Philibosian stated that the Commission should consider asking the CIO to speak in July, since the CAO was not available.

Commissioner Crowley commented that he felt this Commission should devote more time to discussion rather than being an audience, and in that endeavor, perhaps staff could notate those articles in the weekly mailings that might represent a problem in efficiency or economy. Commissioner Padilla commented that separating the articles into areas of interest would be helpful in that approach. Chairman Philibosian returned the Commission to the question and the Commission agreed to ask the CIO to speak at the July meeting. Commissioner Crowley asked that the CIO comment on the ends not just the means of the project.

### **XI. NEW BUSINESS**

Chairman Philibosian commented that in the past, the Commission had vacated the August meeting due to the number of Commissioners on vacation. He asked the Commission if they wished to vacate the meeting. It was moved, seconded and adopted to vacate the August meeting.

Commissioner Crowley commented that he felt that the excuse of 'business' was not a sufficient explanation for an excused absence. It brings to mind the question of a person scheduling a conflicting business meeting, knowing that a Commission meeting was going to be held on that day and time.

Commissioner Thompson commented that he shared Commissioner Crowley's concern, however most people on this Commission are active in some way and he did not wish to call in ill when an unforeseen business situation arose. He further did not feel comfortable penalizing fellow Commissioners because of those situations arising. Commissioner Fuhrman commented that he heard the concern of Commissioner Crowley with people being too relaxed in their approach to business interfering with their attendance, but he for one did not control his schedule. Commissioner Barcelona agreed, noting that he had to take almost half day off of work with his commute for these meetings.

Commissioner Hill noted that one of the challenges of this Commission is that commissioners serve by appointment at the discretion of the appointing Supervisor. She felt that peer encouragement would be appropriate to encourage everyone to make an individual commitment to attend the meetings. Chairman Philibosian noted that it might be helpful to ask the Commissioners to make a concerted effort not to schedule business appointments that would conflict with this meeting. Commissioner Petak commented that the only commissioner with perfect attendance was the Chairman. Chairman Philibosian replied that he also felt that peer encouragement could be used to encourage members to be more attentive in attendance because they are needed to conduct Commission business.

Chairman Philibosian noted that the last item for the Commission was an invitation from the CAO and the Quality and Productivity Commission to attend a retirement lunch buffet for their Executive Director on July 3rd at a cost of \$25.

### **XIII. PUBLIC COMMENT**

There were no members of the public attending the meeting.

### **XIV. ADJOURNMENT**

Upon a motion from the floor, Chairman Philibosian adjourned the meeting at 11:55 a.m.

Respectfully Submitted.



Bruce J. Staniforth  
Executive Director

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