

**ECONOMY AND EFFICIENCY COMMISSION
MINUTES OF THE REGULAR MEETING
December 4, 2008**

ROOM 525, KENNETH HAHN HALL OF ADMINISTRATION
500 West Temple St., Los Angeles, CA 90012

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

With the presence of a quorum of commissioners, Chairman Ronald K. Ikejiri called the Commission meeting to order at 10:15 a.m.

II. APPROVAL OF COMMISSIONER'S ABSENCES

The following was the attendance for the meeting:

COMMISSIONERS PRESENT

*Clayton R. Anderson
Isaac Diaz Barcelona
Jonathan S. Fuhrman
Alan M. Glassman
Ronald K. Ikejiri
Janice Kamenir-Reznik
Chun Y. Lee
Bradley H. Mindlin
Freda Hinsche Otto
William J. Petak
Robert H. Philibosian
Solon C. Soteras*

COMMISSIONERS REQUESTING TO BE EXCUSED

*Adam Murray
Royal F. Oakes
Roman Padilla
Robert E. Sax*

COMMISSIONERS NOT REQUESTING TO BE EXCUSED

*Hope J. Boonshaft
Fred P. Balderrama
Robert Cole
Tony Tortorice*

Chairman Ikejiri asked for a motion to approve absences. It was Moved, Seconded, and Adopted: Commissioners requesting an excuse are excused.

III. APPROVAL OF November 6, 2008 MINUTES

Chairman Ikejiri asked if there were any objections to the minutes of the **November 6, 2008** Commission meeting. Hearing none, the motion was Moved, Seconded, and Adopted. The minutes of the **November 6, 2008** Commission meeting are approved. Commissioner Mindlin expressed concern that some of the commissioners have dismal attendance records and asked the Chair what is being done to encourage higher attendance rates. Executive Director responded that based on the Commission's bylaws, if a commissioner has missed 3 consecutive meetings, he or she will get a letter from the Chair with copies going to the appointing Supervisor. Other than the letters, there is really nothing the Chair can do. Chair Emeritus Philibosian added that it is up to the appointing Supervisor to take action and not the Commission.

IV. CHAIRMAN'S REPORT

1. Chairman Ikejiri stated that Supervisor Knabe has been elected to serve one year as the new Chairman for the Board of Supervisors.
2. Chairman Ikejiri reported that the Nominating Committee for the 2009 Election of Chairperson is: Commissioner Padilla-1st District, Commissioner Lee-2nd District, Commissioner Reznik-3rd District, Commissioner Otto-4th District, and Commissioner Soteras-5th District. The Nominating Committee consists of one Commissioner from each supervisorial district. Executive Director Eng stated the meeting will be held in the January 2009 meeting.

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Eng stated that the Commission's office has replaced the tape recorder with a digital recorder. This means that today's meeting is digitized and a digital recording file of the meetings will be available as a file to be played and listened to on a computer.

Commissioner Fuhrman stated that he would prefer to continue reading the meeting minutes in a text file form than to listen to the minutes in a digital form. Chair Emeritus also stated that he would prefer to receive the minutes to read than to listen. Commissioner Fuhrman added that he would have to jump around the voice recording to find the agenda items that he is interested in reading. Commissioner Glassman stated that most digital recordings are searchable by chapter. Commissioner Otto stated that if the Commission decides to go digital voice, there would be no need to approve the minutes. Chair Ikejiri asked the Executive Director to do additional research and come back with a recommendation in a future meeting.

VI. TASK FORCE REPORT

1. Civil Grand Jury Video – Commissioner Sax, Chair

Executive Director Eng reported that he presented the final Recruitment Video along with the 2 30-second Public Service Announcement Videos to the Grand Jury Committee for final approval. The Grand Jury Committee consisted of Judges and Administrators were very pleased with the outcome and commented that the videos were done professionally with high dramatic value. A motion to approve the distribution of the PSA videos to public broadcast stations and the Recruitment Video for live showing in Jury Assembly

rooms were unanimously Moved, Seconded and Adopted. Executive Director Eng stated that this concludes the project and he will work with the Superior Court staff to develop key metrics and report back to this Commission in 6 months to a year.

2. Succession Planning – Commissioner Petak, Chair

Commissioner Petak made a PowerPoint presentation to the Commission of the updated report. In summary, he reported that the HR Department has made significant progress toward establishing a Succession Management Program as demonstrated by new programs in technology and one-on-one coaching. Specifically, the Learning Management System offers online training for all employees and the Employee Performance Management System allows managers to track and evaluate development of employees. In addition, the Management Mentoring Program pairs high potential employees with senior managers for one-on-one coaching and guidance.

Commissioner Petak stated that the report added 3 new recommendations to augment previous recommendations made. The 1st recommendation encourages the HR department to continue development of the new programs which is in its infancy stages. The 2nd recommendation urges the HR department to develop new programs to supplement the County's Learning Academy. The 3rd recommendation suggests a new collaborative model between HR and Department Heads to develop a strategic plan for professional development across the County.

TaskForce Chair Petak asked for a motion to approve the distribution of the report. It was Moved, Seconded, and Adopted. Commissioner Petak stated that this concludes the update of the report and that the Task Force will issue another update in about a year.

3. Child Care Fraud – Chair-Emeritus Philibosian, Chair

Chair-Emeritus Philibosian reported that he had asked the Department of Public Social Services and the District Attorney's Office to work collaboratively on a joint report to update progress from the Child Care Fraud report. The Task Force will convene a meeting in January 2009 and report back to the Commission.

4. Strategic Planning Project: Commissioner Glassman

Commissioner Glassman reported that the Task Force met to discuss the approach for moving forward. The Task Force will start collecting information by sending out surveys to the Department Heads in December 2008. Embedded in the survey questions is a request to obtain a copy of their Strategic Plans. A meeting is set up with the 4th District to brief them on the project purpose immediately following the end of the Commission meeting. A second meeting is set up with HR staff this afternoon to discuss the use of their online survey system going out to line staff of about 20,000 employees.

Commissioner Glassman stated that design surveys to the Department Heads and employees, along with interview questions for Department Heads, DCEO's, and the CEO will be completed before the end of December.

VII. LIAISON REPORTS

1. Local Government Service Commission – Commissioner Fuhrman

Commissioner Fuhrman stated that he attended the last meeting on Tuesday, December 2, 2008 and several issues were addressed. He reported that Los Angeles County Regional Planner and South Bay Counsel of Governance made a presentation in regards to Building Standards within Los Angeles County. Commissioner Fuhrman also stated that there was discussion on a Real Estate Tracking System, and that the Commission is currently looking into using LA County's GIS System. He stated the Commission is planning to reconvene a meeting in February of 2009. Commissioner Fuhrman suggested that all E&E Commissioners who are on the Real Estate Taskforce should attend the meeting to give his/her perspective on the matter. In addition Commissioner Fuhrman reported that the three areas the Taxi Cab Taskforce is pursuing are: (1) Uniform background checks, (2) Implementation of Common Decals for all cities, and (3) Researching the volatility of fuel prices.

2. Quality & Productivity Commission – Commissioner Anderson

Commissioner Anderson stated that there is nothing new to report.

3. Countywide Criminal Justice Coordinating Committee – Chair-Emeritus Philibosian

Executive Director Eng reported that the DA's office made a presentation on the utilization of existing Prop 69 funds and a motion for recommendation to the Board of supervisors to allocate a 1-time funding of \$100,000 to ISAB to help support the development of phase 2 of the DNA Offender Tracking System. It was Moved, Seconded, and Adopted.

The DA's office also presented an asked for approval of the CCJCC's Manual on Policies and Procedures on DNA Sample Expungement. It was also Moved, Seconded, and Adopted.

VIII. PRESENTATION

Gina Osborne, Assistant Special Agent in Charge (FBI), and Gregory Scott, Supervisor Special Agent (FBI), presented information regarding program management responsibility for all cyber investigative matters, in Los Angeles County (see attached).

IX. NEW BUSINESS

None

X. PUBLIC COMMENT

None

XI. **ADJOURNMENT**

The meeting was adjourned by Chair Ikejiri at 11:30 a.m.

Respectfully Submitted,

Edward Eng,
Executive Director