

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

September 11, 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, Vice Chair *Isaac Barcelona* called the Commission meeting to order at 10:11 a.m.

II. APPROVAL OF COMMISSIONER'S ABSENCES

The following was the attendance for the meeting:

COMMISSIONERS PRESENT

*Clayton R. Anderson
Isaac Díaz Barcelona
Robert Cole
Jonathan S. Fuhrman
Alan M. Glassman
Janice Kamenir-Reznik
Bradley H. Mindlin
Adam Murray
Freda Hinsche Otto
William J. Petak
Robert H. Philibosian
Solon C. Soteris*

COMMISSIONERS REQUESTING TO BE EXCUSED

*Hope J. Boonshaft
Ronald K. Ikejiri
Chun Y. Lee
Royal F. Oakes
Roman Padilla
Robert E. Sax*

COMMISSIONERS NOT REQUESTING TO BE EXCUSED

*Fred P. Balderrama
Tony Tortorice*

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

III. APPROVAL OF JULY 3, 2008 MINUTES

Vice Chair Barcelona asked if there were any objections to the minutes of the **July 3, 2008** Commission meeting. Hearing none, the motion was Moved, Seconded, and Adopted. The minutes of the **July 3, 2008** Commission meeting are approved.

IV. CHAIRMAN'S REPORT

1. *Vice Chair Barcelona* introduced the two new appointed Commissioners: Janice Kamenir- Reznik and Adam Murray. *Vice Barcelona* asked both Commissioners to share their background with the Commission. Commissioner Kamenir-Reznik shared that she practiced environmental law with Reznik & Reznik, which eventually merged with Jeffer, Mangels, Butler and Marmaro. Upon her retirement, co-founded Jewish World Watch, a non-profit grass roots organization established in 2004 to mobilize the community against the genocide in Darfur. Commissioner Murray followed with an introduction stating that he is the Executive Director of Inner City Law Center, a nonprofit legal services organization located on Skid Row. Commissioner Murray also stated that he is a litigator with the international law firm of Howrey LLP. He has taught courses in economics and political science at East Los Angeles College. Commissioner Murray said he is looking forward to working with the Commission. *Vice Chair Barcelona* presented Commissioner Reznik and Commissioner Murray with the Commissioner Handbook and expressed on behalf of the Commission that they are very pleased to have new Commissioners appointed by Supervisor Yaroslavsky and Supervisor Molina.
2. **New Task Force Proposal – Performance Counts Project** – *Mr. Eng* stated that a key component of the County's strategic plan is a program called Performance Counts. The objective of that program is to keep statistics of all workload activities. The outcome of those measurements is then used to assist in developing the County's budget. But in reality there is no correlation between the two. *Mr. Eng* stated that another outcome of the program is to spur innovation which also has not happened. *Mr. Eng* requested that the Commission review the program as a viable efficiency project for the Commission to work on.. Commissioner Fuhrman asked how this project is related to the proposed Strategic Planning project. *Mr. Eng* replied that Performance Counts is one component of the Strategic Plan.. *Mr. Eng* explained that Strategic Planning is more directional and broad while Performance Counts is one of the initiatives as a result of the planning effort. Commissioner Reznik asked if the Performance Counts Project can be folded into the Strategic Planning Project or as a follow up for the Strategic Planning Task Force to review integrating the Performance Count Project as a part of the Strategic Plan Project. *Mr. Eng* responded that it would be a good idea to integrate the two projects as one. Commissioner Glassman added that if any Commissioners would like to be a task force member of the Strategic Planning Task Force, to send his or her preference to the Executive Director.

V. EXECUTIVE DIRECTOR'S REPORT

Mr. Eng introduced new Administrative Assistant Aisha Pittmon and stated that she has been with the County for about seven years and has worked with various departments such as Tax Collector, Department of Public Social Services, and the Executive Office. *Mr. Eng* asked *Ms. Pittmon* if she would like to share anything with the Commissioners. *Ms. Pittmon* shared that she has met most of the Commissioners and looks forward to meeting those that she hasn't met already. She also thanked Chairman Ikejiri, Chair

Emeritus Philibosian, and Executive Director Edward Eng for giving her the opportunity to work with the E & E commission.

VI. TASK FORCE REPORT

1. Governance - Commissioner Fuhrman, Chair

Commissioner Fuhrman reported that the Governance Report was presented to the Board of Supervisors on July 22, 2008 which led to an interesting discussion at the Board level. The outcome was that the Board tasked a Committee of Board Chief Deputies to meet with the CEO to review our recommendations and come back to the Board with a recommended plan of actions. Commissioner Fuhrman still has not heard any outcome and stated that he assumes the meetings have been ongoing. Commissioner Fuhrman stated that the strategy was to allow more open communication among the Chief Deputies, to try to come to agreement on issues where there were disagreements among Board Offices themselves as to the roles of Deputies CEO and others related to governance. Commissioner Glassman asked when the Committee is supposed to report back to the Board. Mr. Eng replied that 30 days from July 22nd is when they are supposed to report back. Commissioner Otto stated that one of the recommendations was that the Board would get an updated review in six months and asked if the Board decided to take that action or have the Committee get back to the Commission within that timeframe. Commissioner Fuhrman stated that the Board did not and that probably would be on one of the items that the Chief Deputies would come back with suggestions on. Commissioner Fuhrman felt that six months is a little early to be reporting back. Commissioner Otto asked if the commission can put it on the to-do list to see if there are any follow up the Commission needs to do. Commissioner Glassman requested if Mr. Eng could ask the CEO to comment on the status of the Governance Report being that he will be a speaker at the next EEC meeting.

2. Civil Grand Jury Video – Commissioner Sax, Chair

Mr. Eng reported that this project was developed to help increase the recruitment of Civil Grand Jurors. Mr. Eng stated there was a lot of preparation for this project including scripting, video and interview coordination, reviewing rough shoots, and lots of meetings with the County Counsel and Superior Court staff, who has final approval of the video. Mr. Eng stated that next Friday the Task Force will meet with Judge Wesley, who oversees the entire Civil Grand Jury process, to get final approval on the rough cut. Initial discussions were already held with Mr. Gordon Trask, County Council for the Civil Grand Jury. The theme of the Video will be “Ordinary People Making a Difference.” Three compelling stories were chosen from past Civil Grand Jury reports: A Disaster Waiting to Happen, which focused on over crowding jails; Group Homes, and; Avoiding Code Blue, which investigated the safety of dispensing medication. . Mr. Eng explained that these stories will be told through the voices of the people who actually performed site visits, investigated departments, and wrote the reports. Mr. Eng stated that he hopes to bring the final rough cut of the video to share at the next commission meeting. Mr. Eng also shared that the project should be completed by the end of the year.

3. Succession Planning – Commissioner Petak, Chair

Commissioner Petak stated that in 2004, Supervisor Knabe asked the Commission to issue a report on Succession Planning and what is going on with it in the County. *Commissioner Petak* stated that in 2005 the Commission turned in a report and didn't hear anything on it for a long length of time and finally the Task Force reactivated that activity and the Executive Director made contact with the new Chief Executive Officer. He explained that this project was done prior to the change in the Governance of the County. *Commissioner Petak* stated that *Commissioner Glassman* was directly involved in establishing the Learning Academy for the County, part of the follow up activity now has been to find out how the Learning Academy is doing relative to Succession Planning. *Mr. Eng* stated that he met with the staff of H.R. back in April of this year. He stated that H.R. staff came back 2 months later with data in response to our inquiry. There are currently three programs in the Training Academy that support the Succession Planning process; the first one is the Section Head Program which prepares high potential candidates for supervisors and entry level managers; the Division Chief Program which prepares high potential candidates for senior managers; and the Bureau Chief Program, which prepares high potential candidates for Chief Deputies and Department Heads.. *Mr. Eng* explained the HR staff came back with significant data, among them; 49% of participants that went through the Section Head Program were appointed to or have been promoted to a higher position; 44% of graduates of the Division Chief Program were promoted or appointed to higher position; and 37% of graduates of the Bureau Chief Program were appointed to either Administrative Deputy, Chief Deputy, or Department Heads. *Mr. Eng* stated as far as tracking goes there are three levels of tracking. First is the end of the program test which gathers feedback from participants on the value of the program. The second level of tracking is based on knowledge gained before and after the program, and finally level three tracking where the program surveys the participants six months to a year after the participant graduates from the program to get their feedback on the opportunity for application of what they learned through the program. *Mr. Eng* also inquired H.R. what else is being done in addition to the training academy to support Succession Planning. H.R. stated that they had piloted a program called the Management Mentoring Program in which the first program was completed in the spring of this year. *Mr. Eng* also shared that HR is implementing a Career Planning Software program to be implemented throughout the County as a framework for Succession Planning. The County is implementing two programs: online training, and performance management, which helps employees manage their training and careers online. *Mr. Eng* stated what needs to be clarified is that under the new Governance Structure, what is the process being used to directly fill Department Head vacancies. *Mr. Eng* would like to circle back to the CEO and gather more information on the process on how the CEO is using the Training Academy Program and the Management Mentoring Program in context for Succession Planning efforts. *Mr. Eng* stated the theme of the report will be that progress is being made on Succession Planning and we are moving in the right direction. *Commissioner Petak* states one of the strong recommendations of 2005 was the building of the academy, enhancing it, and measuring the outcome of it. Another recommendation that has not been dealt with is that departments need to engage at the department head level in determining what their future needs are. *Commissioner Fuhrman* asked if H.R. Has developed a survey to see if participants of the Training Academy improved their ability to perform on the job. *Mr. Eng* responded that there is low response rate for the participants in returning self evaluations, but he will ask H.R the reasons for the low response rate..

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

Chair-Emeritus Philibosian reported that a meeting has been scheduled for September 23, 2008 at 1:00 p.m. Mr. Eng shared that the meeting will be between three parties, staff from DPSS along with the Director, his Assistant Director Michelle Callahan, and also personnel from the District Attorney Office. *Chair-Emeritus Philibosian* stated that the purpose of this meeting to hear reports from the D.A Office and from DPSS as to what they have done with our recommendations, and to also review the progress that has been made and if there isn't any area where progress needs to be made then if necessary, come to the Commission with an interim report and recommendations. *Chair-Emeritus Philibosian* also stated that the Task Force will come back with an Interim Report, whether or not additional recommendations is needed will depend on the progress of the departments.

VII. LIAISON REPORTS

1. Local Government Service Commission – Commissioner Fuhrman

Commissioner Fuhrman reported that he attended the Local Government Services Commission Taxi Cab Task Force meeting on September 2, 2008. He stated that the major item being looked at is the Taxi Cab study. One of the major issues is that they are trying to focus on is the issuance of licensing. Taxi Cab drivers have to be licensed by each entity in which they serve in the County or unincorporated areas or each of the individual cities that are incorporated. Commissioner Fuhrman stated that in Orange County, they have established a single licensing center covering all municipalities both for unincorporated and incorporated cities within Orange County so they go through one background check and one fee.

2. Quality & Productivity Commission – Commissioner Anderson

Commissioner Anderson reported that they are evaluating 10 Award Categories for the awards luncheon to be held on October 22, 2008. There were 100 applications, all very good, and the top 3 of the 10 projects will be selected for an award. All winning projects have monetary impact on operations. Commissioner Anderson stated that if any of the Commissioners are interested in attending the award luncheon to contact the Executive Director for additional information.

Countywide Criminal Justice Coordinating Committee – Chair-Emeritus Philibosian

Chair-Emeritus Philibosian reported that the Committee did not meet in August but in its July meeting there was discussion about the report from the Information System Advisory Board, which is a cooperative venture of all law enforcements agencies who tried to merge their databases so they could avoid redundancy and at the same time, maximize their ability to communicate on what they are doing with one another. *Chair-Emeritus Philibosian* also discussed a ballot measure that will be on the ballot in November called the Non-Violent Offender Rehabilitation Act, which will appear as Proposition 5. The CCJCC unanimously voted to request the Board of Supervisors to oppose this ballot measure. At the meeting of August 19, 2008 the Board of Supervisors unanimously voted to oppose that ballot measure. The ballot measure essentially allows almost all non-violent criminals to be diverted from the criminal justice system if they make a case showing that they have a drug problem. Essentially almost every criminal

with a drug problem would be able to face diversion rather than incarceration. *Chair-Emeritus Philibosian* also stated that the report summary concluded with this sentence “unknown net fiscal effect on expenditures for County operations and capital outlay.” This proposition was sponsored by George Sorrels, who also believes drugs should be criminalized. This is a follow on to proposition 36 which establishes drug courts, and the judges in the drug courts are seeing a mixed bag of success. This is to further defer people out of the criminal justice system and into drug treatment programs. *Chair-Emeritus Philibosian* also shared that if this statute passes as a proposition, it will take 4/5 votes of the legislature to change it.

VIII. PRESENTATION

Tom Tindall, Howard Choi, and David Chittenden of the Internal Services Department presented information regarding their office responsibilities and activities highlighting the most urgent issues and challenges facing energy and technology in the Los Angeles County (see attached).

IX. NEW BUSINESS

1. Strategic Planning Project: Commissioner Glassman

Commissioner Glassman explained that the strategic planning process enables senior executives to look at the future. Commissioner Glassman stated that he would like to collaborate with the CEO’s Office in the sense that they are currently doing Strategic Planning and have access to all Departments Strategic Plans. He wanted to look at how County Departments are using strategic planning as a tool to help with planning, and identifying efficiency initiatives. Chair Emeritus Philibosian commented that it is up to Chairman Ikejiri to establish a Task Force and to appoint members of task forces, Chair Emeritus Philibosian asked Commissioner Glassman to report to Chairman Ikejiri on the discussions of the Strategic Planning Proposal. Commissioner Glassman responded that Chairman Ikejiri is very supportive of the Strategic Plan Project, and Chairman Ikejiri felt that this project could have potentially high impacts in the county. Vice Chair Barcelona asked if there was any discussion on who would serve as members on the committee. Commissioner Glassman shared that there were several Commissioners interested in joining the Committee. Commissioner Glassman stated his vision for this project is to have a more collaborative look in Strategic Planning in the County with recommendations that will improve the process. Vice Chair Barcelona asked for a motion on formally establishing this project for study. It was Moved, Seconded, and Adopted.

X. PUBLIC COMMENT

None

XI. ADJOURNMENT

Vice Chair Isaac Barcelona presented Commissioner Anderson with scrolls from the E&E Commission and from Supervisor Antonovich. . Chair-Emeritus Philibosian made a motion to adjourn on behalf of Judith Anderson.

The meeting was adjourned by Vice Chair Barcelona at 12:00 p.m.

Respectfully Submitted,

Edward Eng, Executive Director