



Los Angeles County
QUALITY AND PRODUCTIVITY COMMISSION

MINUTES OF THE MEETING OF
October 24, 2022, at 10:00 a.m.

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
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Website: qpc.lacounty.gov

Virtual Meeting
Call in Number: (669) 900-9128

Meeting ID: 859 2728 4700

Passcode: 304679

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gov.zoom.us/j/85927284700?pwd=ZnNPc1VJQ1VYeGpKZnpRSFdcUXB
Uz09

CALL TO ORDER

Nichelle Henderson, Chair, called the meeting of the Quality and
Productivity Commission to order at 10:02 a.m.

THE FOLLOWING COMMISSIONERS WERE PRESENT (TAKEN BY

ROLL CALL):

Maxwell Billieon
Viggo Butler
Teresa Dreyfuss
Rodney Gibson
Nancy Harris
Nichelle Henderson
Shawn Landres
Huasha Liu

Edward McIntyre
Yasmine-Imani McMorrin
E. Scott Palmer
William B. Parent
Jeffrey Jorge Penichet
Dion Rambo
Will Wright

ABSENT

Jacki Bacharach

PRODUCTIVITY MANAGERS' NETWORK (PMN)

Arman Depanian, Chair

ASSEMBLY BILL (AB) 361 DECLARATION BY THE CHAIR

Before beginning today's meeting, Commissioner Henderson made the
following statement regarding AB 361. On October 18, 2022, the Board of
Supervisors approved a motion to continue teleconference meetings
under AB 361.

As such, the Commission will continue to meet via teleconferencing in
compliance with AB 361 until such time as deemed otherwise by the
Board. The Board will take action again in 30 days.

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Chair

Nichelle M. Henderson

First Vice Chair

E. Scott Palmer

Second Vice Chair

Teresa Dreyfuss

Immediate Past Chair

Jacki Bacharach

Chairs Emeriti

Rodney C. Gibson, Ph.D.

J. Shawn Landres, Ph.D.

Edward T. McIntyre

Maxwell Billieon

Viggo Butler

Nancy G. Harris

Huasha Liu

Yasmine-Imani McMorrin

William B. Parent

Jeffrey Jorge Penichet

Dion Rambo

Will Wright

Executive Director

Jackie T. Guevarra, CPA

Program Manager

Laura Perez

Program Support

Tammy Johnson

EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

"To enrich lives through
effective and caring service"

OPENING REMARKS

Commissioner Henderson welcomed everyone to the October 24, 2022, meeting and noted the meeting is being recorded. She announced that members of the public could send their questions or comments to Jackie Guevarra during the meeting via email at Jguevarra@bos.lacounty.gov or via the chat feature. Please inform Jackie Guevarra via email or the chat feature which item(s) you have a comment on. Any information received will become part of the official meeting record.

Members of the public were also given the opportunity to send their comments and questions to Jackie Guevarra, by October 23, 2022, 4:00 p.m. No written comments were received.

She also announced that each Commissioner will have the opportunity to speak on any agenda item and vote on the items will be taken by roll call.

APPROVAL OF THE AUGUST 22, 2022, MINUTES

Commissioner Gibson moved to approve the minutes of August 22, 2022, seconded by Commissioner Wright. The minutes were approved by the following vote (taken by roll call):

Yes: Commissioners Billieon, Butler, Dreyfuss, Gibson, Harris, Henderson, Landres, Liu, McIntyre, McMorrin, Palmer, Parent, Penichet, Rambo, and Wright

No: None

Abstain: None

PRESENTATION AND UPDATE ON THE COUNTY'S CENTER FOR STRATEGIC PARTNERSHIP (CSP) (AGENDA #4)

Commissioner Henderson introduced and welcomed Kate Anderson, Executive Director, Center for Strategic Partnership. Ms. Anderson made a presentation on the County's Center for Strategic Partnership to provide Commissioners with a better understanding of the public-private ventures in Los Angeles County. Ms. Anderson briefed Commissioners on the following topics (a PowerPoint accompanied her presentation):

- Anti-Racism Journey
- Center history
- Core funders
- Joint and current initiatives
- Priority areas
- Center impact
- The Center's value-add
- COVID-19 responses
- Center's funding

CHAIR'S REPORT: ADMINISTRATIVE ITEMS, DEPARTMENT VISITS, AD HOC COMMITTEE (AGENDA #5)

Commissioner Henderson reported the following:

- The next regular Commission meeting will be on December 12, 2022. The next PIB meeting will be on November 14, 2022. Five Productivity Investment Fund (PIF) applications were received and will be reviewed.
- Met with Fesia Davenport, Chief Executive Officer (CEO), on October 7, 2022. The meeting covered the following:
 - Procurement Board Motion – Ms. Davenport recommended leveraging off the CEO's Equity in Contracting and Internal Services Department's ongoing e-Procurement efforts.
 - 35th Annual Productivity and Quality Awards (PQA) – Ms. Davenport confirmed she would be available to attend and give welcome remarks
 - Fiscal Year 2022-2023 Budget – The Commission was approved a \$4 million allocation to the Productivity Investment Fund
 - Commissioner Reappointments – The CEO will consider candidates for appointment
 - Next meeting will be scheduled for March 2023
- During the PQA, there was an "In Memoriam" moment for former Commissioner Evelyn Gutierrez. Commissioner Gutierrez passed away on October 4, 2022. She was 79 years old. In recognition of her 18 years of service to the Commission, Commissioner Henderson asked for a moment of silence in memory of Commissioner Gutierrez
- The Commission is still working with Labor on a replacement for former Commissioner Blaine Meek

PMN CHAIR'S REPORT: GENERAL MEETING AND TRAINING (AGENDA #6)

Arman Depanian, Chair, reported the following:

- Productivity Managers were very excited to return in-person for the 35th Annual Productivity and Quality Awards program. PMN Executive Committee members assisted with various tasks to make the PQA a success.
- The PMN Executive Committee met on October 5, 2022 to plan the November 2, 2022 PMN General Meeting and Training, as well as the PMN Holiday Reception on December 7, 2022. The Executive Committee decided the November 2nd meeting will be held virtually via zoom. Jackie Guevarra provided training on Department Visits to get Managers prepared for the new year visits. Sheila Williams, Senior Manager, Chief Executive Office-Budget, Operations and Management, also provided a presentation on the CEO's budget process.
- Maria Rivera (DPSS) was selected Chair of the PMN Nominating Committee. Hsiao-Ching Chen (Regional Planning), Catherine Mak (Public Health), and Stephanie Maxberry (Economic Opportunity) will also serve on the Committee. On October 5, 2022, the Committee reviewed the list of candidates for the 2023 PMN Executive Committee and selected a slate of officers for a vote. The PMN deadline to vote will be November 2, 2022 and the winners will be announced at the PMN Holiday Reception on December 7, 2022
- The PMN Holiday Reception is scheduled for Wednesday, December 7, 2022, 11:30 a.m. at the San Antonio Winery in Los Angeles.

- The PMN Executive Committee discussed whether to return to in-person PMN meetings in 2023. After discussion, the following was decided:
 - The Executive Committee recommends a hybrid year
 - A survey will go out to the Network.
 - The results of the poll will be announced at the PMN Holiday Reception on December 7, 2022
- Productivity Managers submitted five PIF proposals for the second quarter of Fiscal Year 2022-23: Human Resources, Board of Supervisors, Executive Office, Public Defender, Beaches and Harbors, and Public Health. The PIB Advisory Committee met on Wednesday, October 19, 2022 to review the proposals

EXECUTIVE DIRECTOR'S REPORT: COMMISSION EVENTS UPDATE, CALENDAR OF EVENTS, DEADLINES, ADMINISTRATIVE ITEMS (AGENDA #7)

Jackie Guevarra, Executive Director, reported on the following:

- AB 2449 will be effect from January 1, 2023, until January 1, 2026. Teleconferencing may be done without posting the agenda at each teleconference location and without each location being open to the public under certain conditions. Under circumstances where there is no declared state of emergency, the law would allow a member of the Commission to participate remotely and not identify their location, but only for just cause or emergency circumstances, as defined in the statute and for no more than 20% of all regular meetings (or two meetings) in a calendar year, and members cannot appear remotely for 3 consecutive months. In addition:
 - At least a quorum of the members is present in person from a singular public location
 - Members may only appear remotely if the member notifies the body at his/her earliest opportunity, including at the state of a regular meeting, of the need to appear remotely for "just cause" (childcare or caregiving need, a contagious illness, a need related to a disability, or travel while on official business of the body or another agency)
- Fesia Davenport, Chief Executive Officer, gave some recommendations on future speakers: Carrie Miller, Poverty Alleviation Initiative, Cheri Todoroff, Blue Ribbon Commission on Homelessness Report, Dr. D'Artagnan Scorza, Anti Racism, Diversity, and Inclusion Initiative and Emy Tzimoulis, Implementing the Priority Strategies of the Equity in County Contracting Project Team
- Commissioner training – Commissioner emails and employee numbers have been updated in the system by Information Resource Management (IRM). Please complete your training by the deadlines
- Commission staff is working on the Fall Quarterly Newsletter. Due to the Executive Office's migration to a new website platform, some of the Commission website links were lost. Staff is working to reestablish links and will issue a combined Fall and Winter Newsletter due out on December 31, 2022
- The PQA Board presentation will be held virtually on November 1, 2022. The presentation will feature the Top Ten and Chair Leadership Award winners. Commission staff is working with the 2nd District to agendize the presentation and working on a 2–3-minute video of PQA highlights

- 2023 Committee Assignments – an email will be sent out in November asking for preferences
- There will be approximately 20 Department Visits in 2023. Commission staff will send out the calendar in early January 2023
- Brown Act meetings in 2023 will resume in-person in Conference Room 374A)
- Propose to merge the QPC Holiday luncheon with the PMN luncheon on Wednesday, December 7, 2022, at the San Antonio Winery.
- Commissioner Rambo asked if Rambo House could promote the Commission webpage through its social media page. Jackie Guevarra reported that the Executive Office has a policy on social media. This matter will be discussed further by the Rebranding Ad hoc Committee, which will resume meeting in 2023

PRODUCTIVITY AND QUALITY AWARDS AD HOC COMMITTEE UPDATE (AGENDA #8)

Commissioner Landres made the following report:

- Thanked the ad hoc Committee, the PMN and Commission Staff for their contributions for an amazing and well-organized event.
- The PQA was held on Wednesday, October 12, 2022 at the Music Center, Dorothy Chandler Pavilion, Grand Hall. The Theme was “Adapt, Create, Achieve.” Lolita Lopez, NBC4 Anchor, served as the Master of Ceremonies. Supervisors Hilda L. Solis and Holly J. Mitchell were in attendance and spoke. In addition, Fesia Davenport, CEO, was also in attendance. Approximately 295 people attended in person. Over 400 participants watched the event via live streaming, including Commissioners who were unable to attend the event in person. There will be a Board of Supervisors presentation on Tuesday, November 1, 2022. The following were recognized:
 - Chair Leadership Award, Dr. Christina Ghaly, Director, Department of Health Services.
 - Productivity Manager of the Year, Keisha Belmaster, Department of Health Services, Harbor-UCLA
 - Acknowledge our previous winners from 2021, Chair Leadership Award winner, Dr. Barbara Ferrer, Department of Public Health and Productivity Manager of the Year Award winner, Arman Depanian, Department of Children and Family Services
 - Bronze Eagle Award winners were: Pomona Fairplex Emergency Intake Site (Health Services) and Child Trafficking ID and Response Team (Probation)
 - Silver Eagle Award winner was L.A. County Probation – Invest Program (Probation)
 - Gold Eagle Award winner was Over 2 Million Served (Public Health)
 - Acknowledged the newly created Departments of Economic Opportunity and Aging and Disabilities for collecting their first PQA wins.
 - Commissioner Henderson added that servers was very aware that all of the unused food would be given away. They checked at each table and ensured everyone of what was happening

DEPARTMENT VISITS AD HOC COMMITTEE UPDATE (AGENDA#9)

Commissioner Palmer made the following report:

- The Department Visit report for the Public Health visit on August 31, 2022, was presented for discussion. The report was received and filed without objection.

- The final visit for the year is with the Sheriff's Department scheduled on October 27, 2022.

PROCUREMENT AD HOC COMMITTEE REPORT UPDATE (AGENDA#10)

Commissioner Butler made the following report:

- Michael Owh, Chief Deputy, Internal Services Department (ISD), has joined the ad hoc Committee. The options available to the Commission to hire a consultant in response to the Procurement Modernization and Transformation Board Motion (June 14, 2022, Item 18) are: 1) sole source contract, 2) issue a Request for Proposal (RFP), 3) CEO Master Agreement, or 4) Enterprise Services Master Agreement. Michael Owh reported on the status of the ISD eProcurement consultant RFP. The ad hoc committee will review the consultant RFP and consider whether this is a viable option.
- As recommended by the ad hoc Committee, Commissioner Butler made a motion to approve up to \$250,000 funding from the Productivity Investment Fund to hire the consultant. The motion was seconded by Commissioner Billieon.

Commissioner Butler moved to amend the motion to approve up to \$250,000 to hire a consultant, subject to County Counsel's approval at a later date. The motion was not seconded.

After discussion and questions, Commissioner Landres moved to amend the motion via a substitute motion for the ad hoc Committee to request and agendize the motion on the next Productivity Investment Board meeting on Monday, November 14, 2022 and for consideration at the Commission meeting on Monday, December 12, 2022 meeting. The motion was seconded by Commission Henderson. The motion was approved by the following vote (taken by roll call):

Yes: Commissioners Gibson, Henderson, Landres, Liu, McIntyre, McMorrin, Palmer, Parent, Penichet, Rambo, and Wright

No: None

Abstain: Commissioners Billieon, Butler, and Dreyfuss

Commissioners Harris left the meeting and did not vote on this item.

NOMINATING AD HOC COMMITTEE REPORT (AGENDA#11)

Commissioner Landres made the following report:

- Committee members are Jacki Bacharach, Rodney Gibson, and Shawn Landres
- Jackie Guevarra, Executive Director, sent an email on October 6, 2022, to all Commissioners to solicit interest for the positions of Chair, First Vice Chair, and Second Vice Chair
- The ad hoc Committee met on Thursday, October 13, 2022, to review the preliminary responses
- The ad hoc Committee will meet on Monday, November 7, 2022 to finalize the 2023 slate of officers

LOS ANGELES COUNTY ROADMAP TO ECONOMIC RECOVERY BOARD MOTION (APRIL 28, 2020), NO. 20 – PROSPERLA.LACOUNTY.GOV (AGENDA#12)

Commissioner Henderson made the following report:

- The next biannual report from June 30, 2022, will be combined with the December 31, 2022, report
- Jackie Guevarra, Executive Director, is working on the draft report and will circulate it for review

COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE (CCJCC) UPDATE (AGENDA#13)

Commissioner Henderson reported that Commissioner Billieon or McIntyre will provide an update at the December 12, 2022, Commission meeting.

COMMISSIONER ANNOUNCEMENTS REGARDING CONFERENCES, MEETINGS, AND GATHERINGS OF INTEREST TO THE COMMISSION (AGENDA#14) – FOR DISCUSSION ONLY

Commissioner Landres reported that the LA vs HATE United Against Hate Week has been scheduled for November 13–19, 2022.

Commissioner Henderson added that the Los Angeles Community College District is planning an event for LA vs HATE.

COMMISSIONER DISCUSSION ON GOALS, IDEAS, FUTURE PROJECTS, AND/OR DIRECTION OF THE COMMISSION (AGENDA #15) – FOR DISCUSSION ONLY

None

MATTERS NOT ON THE POSTED AGENDA TO BE PRESENTED AND PLACE ON A FUTURE AGENDA (AGENDA #16) – FOR DISCUSSION ONLY

None

PUBLIC COMMENT (AGENDA #17)

None

ADJOURNMENT

Commissioner McIntyre moved to adjourn the meeting, seconded by Commission Parent. The meeting adjourned at 12:19 p.m. The next full Commission meeting will be on Monday, December 12, 2022.