



County of Los Angeles  
**CHIEF EXECUTIVE OFFICE  
OPERATIONS CLUSTER**

SACHI A. HAMAI  
Chief Executive Officer

**DATE:** August 11, 2016  
**TIME:** 1:00 p.m.  
**LOCATION:** Kenneth Hahn Hall of Administration, Room 830

**AGENDA**

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting. Three (3) minutes are allowed for each item.

1. Call to order – James Blunt / Gevork Simdjian
  - A) **Board Letter – DEPARTMENT OF ALTERNATE PUBLIC DEFENDER CLARA SHORTRIDGE FOLTZ 18TH FLOOR REFURBISHMENT APPROVE PROJECT, SCOPE AND BUDGET CAPITAL PROJECT NO. 87267**  
ISD - Dave Chittenden and Paul English or designee(s)
  - B) **Board Letter – RESPONSES TO THE 2015-2016 CIVIL GRAND JURY FINAL REPORT RECOMMENDATIONS**  
CEO – Cheri Thomas or designee
2. Public Comment
3. Adjournment



County of Los Angeles  
**INTERNAL SERVICES DEPARTMENT**

1100 North Eastern Avenue  
Los Angeles, California 90063

DAVE CHITTENDEN  
Chief Deputy Director

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

Telephone: (323) 267-2103  
FAX: (323) 264-7135

August 30, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF ALTERNATE PUBLIC DEFENDER  
CLARA SHORTRIDGE FOLTZ 18<sup>TH</sup> FLOOR REFURBISHMENT  
APPROVE PROJECT, SCOPE AND BUDGET  
CAPITAL PROJECT NO. 87267  
(FIRST DISTRICT - 3 VOTES)**

**SUBJECT**

Approval of the recommended actions will establish the Alternate Public Defender Office Refurbishment Project; approve the Project scope and budget; find that the Project is exempt from the California Environmental Quality Act; and authorize the Chief Deputy Director of Internal Services Department, or his designee, to deliver the project using a Board-approved Job Order Contract(s).

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and establish Capital Project No. 87267 - Clara Shortridge Foltz 18<sup>th</sup> Floor Alternate Public Defender Office Refurbishment Project (Project), with a total budget of \$3,046,319.
2. Find the Project categorically exempt from the California Environmental Quality Act (CEQA) for reasons stated herein and reasons reflected on record of the project.
3. Authorize the Chief Deputy Director of the Internal Services Department (ISD), or his designee, to deliver the project using a Board-approved Job Order Contract(s).

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Project is to refurbish unoccupied office space on the 18<sup>th</sup> floor of the Clara Shortridge Foltz Criminal Justice Center (CJC), located at 210 West Temple Street, Los Angeles. The refurbishment is in preparation for the relocation of the Alternate Public Defender staff and operations from the Hall of Records. The new location will provide better accessibility of services to constituents and a more functional working space for the staff.

## **PROJECT SCOPE**

The scope of work for the proposed Project to be delivered by ISD, includes:

1. Purchase of office modular furniture through ISD's Purchasing Division.
2. Replacement of existing carpeting, vinyl flooring and cove base.
3. Painting of walls and, doors; refinishing of the wood paneling in Director's office and removal of existing murals from the public lobby.
4. Installation of data outlets, wireless Local Area Network, card access; and Voice over IP migration.

## **Implementation of Strategic Plan Goals**

The recommendations support the Board approved County Strategic Plan Goals of Operational Effectiveness/Fiscal Sustainability (Goal 1) by maximizing the effectiveness of process, structure, and operations to support timely delivery of customer-oriented and efficient public service.

## **FISCAL IMPACT/FINANCING**

The total project budget is currently estimated at \$3,046,319, which includes construction, equipment and a change order allowance.

Funding is from FY 13-14 Rent Expense savings and there is currently sufficient funding in Capital Project No. 87267 to fully fund the Project.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004, and last amended on August 11, 2015, the Project budget includes the one percent (1%) of construction costs to be allocated to the Civic Art Fund.

### **ENVIRONMENTAL DOCUMENTATION**

This proposed general improvement project is categorically exempt from CEQA. This project is within a class of projects that has been determined not to have a significant effect on the environment in that it meets criteria set forth in Sections 15301 (a) and (f) and 15302(c) of the State of CEQA Guidelines and Classes 1(d) and (i) and 2(c) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The proposed project consists of minor alterations and repairs to an existing public facility and replacement of existing support systems. The activities involve negligible or no expansion of an existing use. In addition, the project is not in a sensitive area and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make use of the exemption inapplicable based on the project records.

Upon the Board's approval of the proposed Project, ISD will file a Notice of Exemption with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the State CEQA.

### **CONTRACTING PROCESS**

This Project will be delivered using an ISD (Board-approved) as-needed consultant for the design, a Board-approved Job Order Contract(s) for the construction, and ISD's Purchasing Division for the furniture.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will have no impact on current County services or projects.

### **CONCLUSION**

Please return one adopted copy of this Board letter to the ISD Facilities Operations Service, one adopted copy to the Chief Executive Office, Capital Programs Division and one adopted copy to the Alternate Public Defender.

Respectfully submitted,

Dave Chittenden  
Chief Deputy Director

DC;PE:JA:EU:jl

c: Executive Office, Board of Supervisors  
Chief Executive Officer  
County Counsel  
Alternate Public Defender



# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

SACHI A. HAMAI  
Chief Executive Officer

Board of Supervisors  
HILDA L. SOLIS  
First District

MARK RIDLEY-THOMAS  
Second District

SHEILA KUEHL  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

August 30, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

## **RESPONSES TO THE 2015-2016 CIVIL GRAND JURY FINAL REPORT RECOMMENDATIONS**

**(ALL DISTRICTS AFFECTED) (3-VOTES)**

### **SUBJECT**

Approval of Los Angeles County (County) responses to the findings and recommendations of the 2015-2016 Los Angeles County Civil Grand Jury (CGJ) Final Report, and the transmittal of responses to the CGJ, as well as the Superior Court, upon approval by the County Board of Supervisors (Board).

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Approve the responses to the findings and recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Final Report that pertains to County government matters under the control of the Board.
2. Instruct the Executive Officer of the Board of Supervisors to transmit copies of this report to the Civil Grand Jury, upon approval by the Board.
3. Instruct the Executive Officer of the Board of Supervisors to file a copy of this report with the Superior Court, upon approval by the Board.

[Filename]

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## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Section 933 (b) of the California Penal Code establishes that the county boards of supervisors shall comment on grand jury findings and recommendations which pertains to county government matters under control of those boards.

On July 1, 2016, the 2015-2016 Civil Grand Jury released its Final Report containing findings and recommendations directed to various County and non-County agencies. County department heads have reported back on the Civil Grand Jury recommendations and these responses are attached as the County's official response to the 2015-2016 Civil Grand Jury Final Report.

Recommendations that make reference to non-County agencies have been referred directly by the Civil Grand Jury to those entities.

## **Implementation of Strategic Plan Goals**

The recommendations and responses are consistent with all three of the County Strategic Plan Goals:

Goal No. 1 – Operational Effectiveness:

Maximize the effectiveness of the process, structure, operations and strong fiscal management to support timely delivery of customer-oriented and efficient public services.

Goal No. 2 – Community Support and Responsiveness:

Enrich lives of Los Angeles County residents by providing enhanced services, and effectively planning and responding to economic, social, and environmental challenges.

Goal No. 3 – Integrated Services Delivery:

Maximize opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of health, community, and public safety services.

## **FISCAL IMPACT/FINANCING**

Any additional costs will be considered in the various budget phases.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Certain Civil Grand Jury recommendations require additional financing resources. Departments will assess the need for additional funding during the 2016-17 budget cycle

and beyond, as appropriate.

| ATTACHMENT | DEPARTMENT                                 |
|------------|--------------------------------------------|
| A          | Chief Executive Office                     |
| B          | Sheriff                                    |
| C          | Auditor-Controller                         |
| D          | Department of Children and Family Services |
| E          | Executive Officer of the Board             |
| F          | Fire Department                            |
| G          | Health Services Agency                     |
| H          | Probation Department                       |
| I          | Public Health                              |
| J          | Regional Planning                          |
| K          | Registrar-Recorder/County Clerk            |
| L          | Treasurer and Tax Collector                |

Attachment M is a matrix of departmental responses to recommendations of the 2015-2016 County of Los Angeles Civil Grand Jury Final Report.

**ENVIRONMENTAL DOCUMENTATION**

Not applicable

**CONTRACTING PROCESS**

Not applicable

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Not applicable

Respectfully submitted,

Sachi A. Hamai  
Chief Executive Officer

The Honorable Board of Supervisors  
August 30, 2016  
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SAH: JJ: FD  
CT: yf

#### Attachments

c: Executive Office, Board of Supervisors  
County Counsel  
Sheriff  
Auditor-Controller  
Department of Children and Family Services  
Executive Officer of the Board  
Fire Department  
Health Services Agency  
Probation Department  
Public Health  
Regional Planning  
Registrar-Recorder/County Clerk  
Treasurer and Tax Collector



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Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

August 30, 2016

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

## 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY FINAL REPORT

Attached are this Office's responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill
- Alternatives to Squalor: the Need to House the Homeless
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices
- ETO<sup>2</sup>Vote: Everybody Turn-Out to Vote
- ICE in LA
- Politics 101: Observations on Los Angeles County Governance
- Ready or Not: Adulthood is Now
- Los Angeles County Probation Department and Technology

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas at (213) 974-1326 or [cthomas@ceo.lacounty.gov](mailto:cthomas@ceo.lacounty.gov).

SAH: JJ:FD  
CT:yf

Attachment

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