

County of Los Angeles  
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH · CITY OF INDUSTRY, CALIFORNIA 91746  
Tel (562) 908-8400 · Fax (562) 908-0459



BRYCE YOKOMIZO  
Director

LISA NUÑEZ  
Chief Deputy



Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE L. BURKE  
Second District

ZEV YARON LAVSKY  
Third District

DOUG KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

August 22, 2006

TO: Each Supervisor *Bryce Yokomizo*

FROM: Bryce Yokomizo, Director

**SUBJECT: PROGRESS REPORT ON LEADER STAKEHOLDER GROUP WITH  
COMMUNITY ADVOCACY GROUPS AND THE EMPLOYEE UNION  
(BOARD ORDER #17 – OCTOBER 25, 2005)**

This is to provide you with our third quarterly report on our meetings with community advocacy groups and SEIU Local 660 members to collect and evaluate their recommendations for enhancements and modifications to the LEADER (Los Angeles Eligibility, Automated Determination, Evaluation and Reporting) System in anticipation of our pending procurement. This report has been cleared with the representatives of the group and their comments have been incorporated.

The group includes staff and members from SEIU Local 660, members from community advocacy groups (ACORN, Asian Pacific American Legal Center, Los Angeles Coalition to End Hunger and Homelessness, Los Angeles Legal Aid Foundation, Maternal and Child Health Access, and Neighborhood Legal Services), DPSS departmental staff from information systems, program, and line divisions, as well as personnel from Fox Systems, Inc. The group has continued to meet over the last four months and has held smaller workgroup meetings to discuss certain functional areas in greater detail, such as Notices of Action, historical data and training. The meetings have been extremely valuable for all involved, and developed into a collaborative venue with everyone working toward a common goal of improving the effectiveness of the LEADER system.

An issues list was established from the first meeting held in December 2005. Issues and concerns have been added to the list and discussed throughout the meetings. The issues, concerns, and even improvement opportunities have nearly all been sufficiently vetted in a number of ways by this group, which include:

- leading to the development of actual requirements specified in the future Request for Proposal (RFP);
- leading to systems design ideas and alternatives that will be shared with the vendor, once selected;
- resolving them at the meetings through a greater clarification of existing policies and how they relate to current LEADER functionality; and
- leading to action items for one or more of the groups participating in the meeting to collectively resolve and report back to the group.

As a result, the committee members have been advised that the first week of August was the deadline for inclusion of requirements in the RFP. At our August 2, 2006 meeting, the requirements that the Advocates and members of SEIU Local 660 presented the Department with were discussed and most of them were formatted for inclusion in the RFP. Some issues were truly design decisions that would not be included in the RFP, but would instead be properly presented to the winning vendor/contractor at the time of the Joint Application Design meetings. The committee members were unable to resolve two issues and wanted to meet with additional LEADER users and will report back at the next meeting, scheduled for August 31, 2006.

We will continue to work with the community advocacy groups and SEIU Local 660 on an ongoing basis as valuable contributors to our effort. As such, Fox Systems will continue to evaluate all of the issues arising from the meetings.

I will provide you with the next quarterly report in December 2006.

BY:rh

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors