



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
LOS ANGELES COUNTY AUDIT COMMITTEE**

**KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012**

Thursday, August 18, 2011

10:30 AM

Present: Chair Lori Glasgow, Vice Chair Genie Chough and
Member Louisa Ollague

Excused: Member Dorinne Jordan and Member Carl Gallucci

Call to Order (11-1840)

The meeting was called to order by Chair Lori Glasgow at 10:40 a.m.

I. ADMINISTRATIVE MATTERS

1. Approval of the July 21, 2011 meeting minutes. (11-3491)

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

II. BOARD POLICIES

2. Recommendation to approve extension of the sunset review date for Board Policy No. 4.080 - Deferred Maintenance Program (7/15/11). (11-3488)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

3. Recommendation to approve extension of the sunset review date for Board Policy No. 6.112 - Secure Disposition of Computing Devices (8/8/11). (11-3666)

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

- 4. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 5.010 - MWBE Utilization Goal for County Contracts (8/10/11). (11-3718)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

- 5. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 5.030 - Low-Cost Labor Resource Program (8/10/11). (11-3717)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

III. SUNSET REVIEWS

- 6. Recommendation to approve request to the Board of Supervisors to extend the Sunset Review Date for the Los Angeles County Commission on Human Relations (8/9/11). (11-3672)

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

- 7. Recommendation to approve request to the Board of Supervisors to extend the Sunset Review Date for the Museum of Natural History Board of Governors (8/9/11). (11-3682)

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

IV. OLD BUSINESS

8. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 3.095 - City Annexations and Spheres of Influence (Continued from meetings of 5/19/11 and 7/21/11). (11-2150)

Dorothea Park of the Chief Executive Office (CEO) reported Section 3 on the last page was changed to reflect, "For any specific unincorporated territory, the County may oppose..." as requested by the Third District.

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

9. Recommendation to approve extension of the sunset review date for Board Policy No. 7.040 - Requirements for Departmental Legislative Analysis (5/19/11) (Continued from meeting of 7/21/11). (11-2893)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

10. Recommendation to approve amendments and extension of the sunset review date for Board Policy No. 6.030 - County Website Advertising and Hotlink Policy (5/9/11) (Continued from meeting of 7/21/11). (11-2901)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

11. Recommendation to approve amendment and extension of the sunset review date for Board Policy No. 5.045 - Sheriff's Department Law Enforcement Services Contracts Review Policy (5/25/11) (Continued from meeting of 7/21/11). (11-2960)

James Hazlett of the CEO confirmed the Justice Deputies approved the changes and had no further amendments.

On motion of Genie Chough, seconded by Louisa Ollague, this item was approved.

Attachments: [SUPPORTING DOCUMENT](#)

12. Los Angeles Urban League - Pomona Contract Review - A Community and Senior Services Workforce Investment Act Program Provider (3/17/11) (Continued from meetings of 4/21/11, 5/19/11 and 7/21/11). (11-1349)

This matter was discussed under Agenda No. 25.

Attachments: [SUPPORTING DOCUMENT](#)

13. Los Angeles Urban League - South Central Contract Review - A Community and Senior Services Workforce Investment Act Program Provider - Fiscal Year 2009-10 (4/19/11) (Continued from meetings of 5/19/11 and 7/21/11). (11-2149)

This matter was discussed under Agenda No. 25.

Attachments: [SUPPORTING DOCUMENT](#)

14. Proposed Fiscal Year Audit Plan 2011-2012 (Continued from meeting of 7/21/11). (11-3377)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

V. REPORTS

15. Utility User Tax Countywide Expenditures with Independent Auditor's Report as of June 30, 2010 and 2009 (7/22/11). (11-3501)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

16. Review of the County Treasurer's Statement of Net Assets for the Quarter Ended December 31, 2010 (7/22/11). (11-3502)

On motion of Genie Chough, seconded by Louisa Ollague, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

17. High Desert Multi-Service Ambulatory Care Center Equipment and Warehousing Review (7/22/11). (11-3503)

On motion of Genie Chough, seconded by Louisa Ollague, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

18. Review of Compensation Policies of Nonprofit Organizations that Contract with the County (Board Agenda Item 4, March 15, 2011) (7/28/11). (11-3516)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

19. Report on the County's Health Insurance Portability and Accountability Act and Health Information Technology for Economic Clinical Health Act Program (7/28/11). (11-3517)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

20. Audit of First 5 Los Angeles - Phase One (Board Agenda Item 12-B, February 22, 2011) (7/28/11). (11-3574)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

21. Los Angeles Superior Court Family Law Court - Minors' Counsel Cost Review (Board Agenda Item #71, April 29, 2011) (7/28/11). (11-3594)

On motion of Genie Chough, seconded by Louisa Ollague, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

22. Fire Department Payroll/Personnel Review (8/5/11). (11-3645)

On motion of Genie Chough, seconded by Louisa Ollague, this item was received and filed.

Attachments: [SUPPORTING DOCUMENT](#)

VI. DISCUSSIONS

23. Proposed County Cell Phone and Data Card Usage Policy (7/20/11). (11-3504)
- Martin Zimmerman of the CEO provided an overview of the proposed policy, based on the Board's instruction and the need for consistent countywide practices in assigning phones, monitoring usage and handling reimbursements. Robert Pittman of CIO added that this policy would codify and maintain consistency with the Fiscal Manual. Mr. Zimmerman noted that the policy currently does not address stipends and that a stipend program would require a County ordinance. Auditor-Controller and ISD were mentioned as possible candidates to pilot such a program. Discussion ensued regarding the protection of private information in the event employees were given stipends to handle County business on personal phones or smart phones. Committee members noted they wanted more time to consider whether the Cell Phone Policy should be issued as a Board policy or a CEO administrative policy.**

After discussion, by common consent, there being no objection, this item was continued to the next meeting.

Attachments: [SUPPORTING DOCUMENT](#)

24. Fiscal Year 2010-2011 Cash Flow Projection. (11-1350)

There was no report given.

Attachments: [SUPPORTING DOCUMENT](#)

25. CSS Monitoring Update (11-2307)

Robert Brieff of Community and Senior Services (CSS) reported on the following items:

Item No. 12 - A notice was sent to the contractor asking them to provide a corrective action plan (CAP). CSS received a CAP with repayment of \$4,400 and provided documentation resolving the remaining questioned costs. A final determination letter was issued in June closing all findings.

Item No. 13 - A notice was sent to the contractor asking them to provide a CAP. CSS received a CAP with repayment of \$5,900 and documentation resolving the remaining \$28,000 in questioned costs. A final determination letter was issued closing all findings.

Item No. 25 - Presented a summary of the quarterly questioned costs collected and resolved from 2007–2011. As of June 30, 2011 the Workforce Investment Act (WIA) had a balance of \$19,668 from 2007-2008 and

WIA/ARRA Summer Youth Employment Program (SYEP) had a balance of \$26,933 from 2009-2010. All other time periods had zero balances.

On motion of Genie Chough, seconded by Louisa Ollague, the aforementioned items were received and filed.

VII. MISCELLANEOUS

- 26.** Matters not on the posted agenda (to be Presented and Placed on the Agenda of a Future Meeting). (11-2192)

Jim Schneiderman, A-C provided the Committee the 2011 A-C Strategic Plan and asked them to review and forward any comments to himself or Judi Thomas.

- 27.** Public Comment (11-1182)

No members of the public addressed the Committee.

- 28.** Adjournment (11-1839)

There being no further business to discuss, the meeting adjourned at 11:30 a.m.