

MOTION BY SUPERVISORS JANICE HAHN  
AND SHEILA KUEHL

August 13, 2019

**Using AB 2766 Subvention Funds to Support Alternate Worksite and Work  
Schedule Initiatives in LA County**

Over the last few decades, the County of Los Angeles (County) has taken various measures to reduce the impact of our 112,000 employee workforce on the Southern California region’s roadways and air quality. This includes implementing a robust Rideshare program, creating incentives for employees to vanpool and use public transportation, and providing employees with the opportunity to work remotely through the County’s Telework program. On December 4, 2018, the Board of Supervisors (Board) approved a motion instructing the Director of Personnel to expand upon these efforts by hiring a consultant to develop a plan to begin using alternative work locations, such as employee “hoteling” and coworking, generally defined as reservation-based unassigned employee seating, where employees use work stations for only those days they expect to be in the office. The motion also instructed the Director of Personnel to look into alternative work schedules, telecommuting and any other innovative strategies to enhance County employee productivity, health and well-being.

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MOTION

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On March 19, 2019, the Board further instructed the Director of Internal Services, the Director of Public Health, the County Librarian, the Chief Executive Officer and the Director of Personnel to implement a one-year pilot program to use private-market shared space office facilities as an additional teleworking resource to further reduce employee commute time and traffic congestion. Since then several other County departments have expressed interest in participating in this pilot program, presenting an even greater opportunity to assess the Countywide impact of this pilot program.

In response to the Board's directives, the Director of Personnel has identified available funding through the South Coast Air Quality Management District (AQMD) AB 2766 Motor Vehicle Subvention Fund to support the County's alternate worksite and telework initiatives. The AB 2766 fund is designated by AQMD to help local governments identify and implement programs to reduce motor vehicle emissions, and to meet requirements of federal and state Clean Air Acts. The fund is managed as part of the County's Rideshare Program and the County has previously used it to advance transportation projects for our County workforce, such as purchasing electric vehicle charging stations, install bicycle racks and lockers at County worksites and to support Rideshare Program outreach and education materials. Los Angeles County once again leads the state in public sector innovation as the first government agency to utilize the AB 2766 fund to assess the impact of work schedule and worksite practices on reducing employee commute times and vehicle emissions.

The Board should grant authority to the Director of Personnel to use AB 2766 funding to hire a consultant to work with the County to assess, evaluate and expand the County's teleworking and alternate worksite programs and help the County design

modern, employee-friendly initiatives to reduce the carbon footprint of our Countywide workforce, while enabling County managers to provide appropriate supervision.

**WE, THEREFORE MOVE** that the Board of Supervisors:

1. Authorize the Director of Personnel to use funding from the County's AB 2766 Motor Vehicle Subvention Fund to support the County's continued efforts regarding alternative work locations, shared-space facilities, employee hoteling, alternative work schedules, telecommuting, coworking spaces and any other efforts related to the December 4, 2018, and March 19, 2019, Board order;
2. Authorize the Director of Personnel to use up to \$130,000 in AB 2766 funds to retain a consultant to develop a plan to enhance the County's alternate work site, work schedules and telecommuting processes, including plans for information technology hardware, software and productivity tools, as directed in the December 4, 2018, Board order;
3. Authorize the Director of Internal Services, the Director of Public Health and the County Librarian, as well as other participating Department Directors, to use up to \$1,200,000 in AB 2766 funds to procure memberships with shared office providers for one year, as directed in the March 19, 2019, Board order, which may be augmented with funds from other sources.
4. Authorize the Director of Internal Services to use up to \$130,000 in AB 2766 funds to develop and implement an internal registration and tracking system for County employees to utilize coworking and hoteling workspaces.

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