



**STATEMENT OF PROCEEDINGS
FOR THE SPECIAL MEETING OF THE
TRANSITION TEAM FOR THE
OFFICE OF CHILD PROTECTION
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 381B
LOS ANGELES, CALIFORNIA 90012**

Friday, July 18, 2014

9:00 AM

AUDIO AND VIDEO LINKS FOR THE ENTIRE MEETING. (14-3288)

Attachments: [AUDIO](#)
 [VIDEO](#)

Present: Co-Chair Leslie Gilbert-Lurie, Co-Chair Mitchell H. Katz,
 Hon. Steve Cooley, Patricia Curry, Hon. Margaret Henry,
 Antonia Jiménez, David Sanders and Janet Teague

Absent: Andrea L. Rich

I. ADMINISTRATIVE MATTERS

1. Call to Order and Introductions. (14-3063)

The meeting was called to order by Sachi A. Hamai, Executive Officer, Board of Supervisors, at 9:04 a.m. and introductions were made.

2. Election of Chair and Vice Chair of the Transition Team. (14-3065)

Sachi A. Hamai, Executive Officer, Board of Supervisors, opened nominations for Chair.

Member David Sanders made a proposal to appoint Co-Chairs and nominated Members Leslie Gilbert-Lurie and Mitchell H. Katz.

By Common Consent, there being no objection (Member Andrea L. Rich being absent), Members Leslie Gilbert-Lurie and Mitchell H. Katz were elected Co-Chairs; nominations for Vice Chair were not considered.

3. Adoption of Procedural Rules (abridged version of Robert's Rules of Order). (14-3066)

Katie Bowser, County Counsel, responded to questions posed by the Transition Team.

On motion of Co-Chair Mitchell H. Katz, seconded by Member Hon. Margaret Henry, there being no objection (Member Andrea L. Rich being absent), the abridged version of the Robert's Rules of Order were adopted as the procedural rules.

4. Discussion by CEO on the roles and responsibilities of the Transition Team. (14-3067)

Patrick Ogawa, Chief Deputy, Executive Office, Board of Supervisors, responded to questions posed by the Transition Team.

After discussion, on motion of Co-Chair Leslie Gilbert-Lurie, and by Common Consent, there being no objection (Member Andrea L. Rich being absent), the Co-Chairs were requested to review the roles and responsibilities and bring back for approval at the next meeting and consider staffing needs.

Attachments: [SUPPORTING DOCUMENT](#)

5. Consideration and discussion of job duties for the Director for the Office of Child Protection. (14-3123)

After discussion, the Transition Team agreed to review proposed language of the job description for the Director of the Office of Child Protection and invite the executive search firm responsible for the recruitment of the Director to the next meeting.

In addition, on motion of Co-Chair Leslie Gilbert-Lurie, and by Common Consent, there being no objection (Member Andrea L. Rich being absent), the members requested the Co-Chairs to draft a mission statement for consideration by the Transition Team.

Attachments: [SUPPORTING DOCUMENT](#)

6. Discussion of proposed timeline, ad-hoc committee(s) and future meeting schedule. (14-3068)

Member Antonia Jiménez indicated that she will provide a matrix of the Blue Ribbon Commission on Child Protection recommendations prepared by the Chief Executive Office for review at the next meeting and the Co-Chairs will develop a work plan for consideration.

After discussion, by Common Consent, there being no objection (Member Andrea L. Rich being absent), the Transition Team approved Monday, July 28, 2014 at 10:00 a.m. as the next meeting date.

II. MISCELLANEOUS

7. Items not on the posted agenda, to be presented and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Transition Team subsequent to the posting of the agenda. (14-3069)

There were no items presented.

There being no further business to discuss, on motion of Member Hon. Margaret Henry, seconded by Member Janet Teague (Member Andrea L. Rich being absent), the meeting adjourned at 10:37 a.m.