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# County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
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SACHI A. HAMAI  
Chief Executive Officer

April 18, 2016

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

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

From: Sachi A. Hamai  
Chief Executive Officer

## **REPORT BACK ON AN INVENTORY OF BOARD REPORTS FROM PUBLIC SAFETY DEPARTMENTS (ITEM NO. 39-C, AGENDA OF FEBRUARY 16, 2016)**

On February 16, 2016, the Board of Supervisors (Board) directed the Chief Executive Officer (CEO) and Executive Officer of the Board (Executive Office) to coordinate with the Countywide Criminal Justice Coordination Committee (CCJCC) on an inventory of all public safety reports received by the Board offices and to recommend in writing any improvements to the format, frequency, or content of these reports. The Board expressed its interest in ensuring that standing reports presented to the Board are generated with the most efficient use of resources to minimize unnecessary burdens on departments, while at the same time ensuring that information needed by the Board to support policy decision making is effectively presented.

To conduct the inventory, the Board of Supervisors Report Tracking System was reviewed to identify recurring reports on public safety-related issues. One-time report backs requested by the Board were not included. Departments were also asked to identify reports they submit to the Board on a regularly scheduled basis and were consulted for recommendations on report management. The identified reports and recommendations are provided below and are summarized in Attachment I.

### **Office of the Inspector General (OIG)**

**Reports:** OIG currently generates three separate reports for the Board: 1) status reports on the reform recommendations generated by the Citizens Commission on Jail Violence; 2) general updates on OIG activities; and 3) status updates on the effectiveness of the Memorandum of Agreement to share and protect confidential information with the Sheriff's Department (Sheriff). These reports are currently also placed on Board agendas for presentations in a staggered schedule.

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**Recommendations:** The submission of multiple standing reports on reforms and oversight efforts with regard to Sheriff's does not provide the Board with information in the most efficient manner. It is recommended that the reports generated by the OIG be consolidated into one quarterly report for the Board.

### **Public Safety Realignment**

**Reports:** The Chief Probation Officer, as chair of the Public Safety Realignment Team (PSRT), provides quarterly reports on the implementation of AB 109, in coordination with partnering agencies. Reports address workload statistics, updates on departmental performance measures and outcomes, and operational successes and challenges. These reports are placed on Board agendas for presentation.

Separately, the CEO submits quarterly reports to the Board on the AB 109 budget expenditures by County departments.

**Recommendations:** Public safety realignment was implemented in October 2011, and the multi-agency effort to generate reports each quarter takes significant time and resources. It is recommended that the Probation Department (Probation) PSRT presentations to the Board be scheduled on an annual, rather than quarterly basis.

However, to ensure that the Board continues to receive timely updates on implementation status, it is also recommended that quarterly reports continue to be filed as written submissions with a specific focus on implementation data and updates to departmental performance measures.

Finally, it is recommended that the expenditure reports prepared by the CEO be consolidated with these quarterly implementation updates.

### **Electronic Monitoring Contract Compliance**

**Reports:** Sheriff and Probation each provide monthly reports to the Board on contract compliance of their electronic monitoring provider, currently Sentinel Offender Services.

**Recommendations:** The use of electronic monitoring is an important tool for managing the offender population, and quality control of vendor services is critical, regardless of the status of the monitored individuals. As a result, it is recommended that the Sheriff and Probation reports be consolidated into one submission on a quarterly basis to ensure consistency and coordination of timing.

### **Corrective Action Plans (CAPs)**

**Report:** The CEO, County Counsel, County Risk Manager, and Risk Management Inspector General report quarterly to the Board on efforts to relieve the existing backlog of CAPs and Summary Corrective Action Plans (SCAPs), address compliance of the established procedures for CAPs and SCAPs, and track payments made for settlements.

**Recommendations:** In order to provide information to the Board in an efficient manner, it is recommended that the quarterly CAP reports to the Board be scheduled on a semi-annual, rather than quarterly basis.

### **Civil Grand Jury Report**

**Reports:** The Civil Grand Jury submits annual reports to the Board on its activities throughout the year, including its inquiries into the conditions and management of custody facilities within the County.

**Recommendations:** No changes are recommended.

### **Pay for Success**

**Report:** The CEO provides semi-annual reports on the status of the County's pursuit to develop and launch the County's first Pay for Success (PFS) project, "Just in Reach."

**Recommendations:** While the CEO led the development of the County's PFS Blueprint and review of project proposals, the Department of Health Services (DHS) is the lead department designing and implementing the PFS project "Just in Reach". It is recommended that the CEO work with DHS to provide the next pre-launch report due in August and that the implementation status reports on the initiative be provided by the DHS Office of Diversion and Reentry thereafter.

### **AB 900 Mira Loma Project**

**Report:** The CEO's Office provides quarterly updates on the status and progress of the Mira Loma Detention Facility as a project of the AB 900 grant program.

**Recommendations:** No changes are recommended.

Developed in conjunction with the impacted departments, the recommendations provided above would help manage the timing and coordination of public safety reports, maximize the use of departmental resources, and present the Board with information in a more cohesive, integrated manner.

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### **Countywide Review of Reports to the Board**

The February 16, 2016 request for an inventory of public safety reports included an amendment that expanded the review to all departmental reports countywide.

To that end, the CEO and the Executive Office are in the process of cataloguing all recurring reports that are submitted to the Board for review, regardless of subject matter and reporting department. The offices will continue to work with each department on report scheduling and to develop recommendations for presenting report information in the most efficient and effective manner, including the use of data dashboards and other visualization aids that can be used to track data and other measures on an ongoing basis. This review will explore practices in both public and private sectors and will build on existing County efforts.

One example of these efforts is the ongoing development of the Justice Automated Information Management Statistics system (JAIMS) by the Information Systems Advisory Body in coordination with multiple departments. JAIMS retrieves data and records from various agencies' systems, matches records through common identifiers, and uses matched information to generate anonymized, real-time justice statistics. As the architecture for systems such as JAIMS is built, efforts to maximize its utility by developing reporting solutions that most effectively present the statistical reports generated should be prioritized.

The complete report back to the Board on the countywide review of reports is due to the Board by August 16, 2016. Should you have any questions regarding the information provided on public safety report recommendations, you or your staff can contact Sheila Williams, Public Safety, at (213) 974-1155 or Mark Delgado, Executive Director of CCJCC, at (213) 974-8398.

Attachment

SAH:JJ:SW  
MD:DC:cc

c: Executive Office, Board of Supervisors  
County Counsel  
Sheriff  
Health Services  
Probation

	Lead Agency (Agencies)	Report Topic	Description	Date of Board Request	Current Schedule	Recommendations
1	Office of Inspector General; Sheriff's Department	Status Report on Citizens Commission on Jail Violence Reforms	Status on the reform recommendations generated by the CCJV	11/25/2012	Quarterly (on Board Agenda)	All three OIG reports should be consolidated into one report that is presented on a quarterly basis.
2	Office of Inspector General	OIG Report	General updates on OIG activities		Quarterly (on Board Agenda)	
3	Office of Inspector General	MOA with LASD	Status updates on the effectiveness of the MOA to Share and Protect Confidential LASD information, including any incidents of non-cooperation	12/15/2015	Bi-monthly	
4	Probation; CCJCC, LASD, DMH, DPH, DHS	Public Safety Realignment (Operations)	AB 109 implementation data captured by departments, status updates on departmental performance measures, and discussion of key implementation challenges and accomplishments	12/11/2012	Quarterly (on Board Agenda)	Presentations to the Board should be scheduled on an annual basis; quarterly implementation updates should be continued as written submissions, with CEO expenditure information included
5	CEO	Public Safety Realignment (Budget/Expenditures)	AB 109 budget status updates, including summary of revenues and expenditures	10/8/2013	Quarterly	
6	LASD	Los Angeles County Offender Monitoring System	Updates on contract compliance by Sentinel Offender Services	9/10/2013	Monthly	Sheriff and Probation Department reports on electronic monitoring contracts should be consolidated in a single coordinated submission on a quarterly basis.
7	Probation	Adult Electronic Monitoring Program	Updates on contract compliance by Sentinel Offender Services	11/26/2013	Monthly	
8	Civil Grand Jury	Civil Grand Jury Annual Report	Findings of investigations conducted by the Civil Grand Jury		Annual	No change
9	CEO, County Counsel, County Risk Manager, Risk Management Inspector General	Corrective Action Plans (CAPs) and Summary Corrective Action Plans (SCAPs) Enhanced Process	CAPs and SCAPs updates, including backlog reduction, compliance, and settlement payment tracking efforts	4/14/2015	Quarterly	Reports should be scheduled on a semi-annual basis
10	CEO	Pay for Success	Status updates on the County's Pay for Success efforts with the Board of State and Community Corrections grant program	8/11/2015	Semi-Annual	Following pre-launch, recommendation that ODR assumes reporting responsibility
12	CEO	AB 900 -- Mira Loma Project	Updates/developments on the Mira Loma jail project and eligibility for AB 900 grant funding	9/1/2015	Quarterly	No change



LORI GLASGOW  
EXECUTIVE OFFICER

# COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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## MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

DON KNABE

MICHAEL D. ANTONOVICH

August 26, 2016

TO: Supervisor Hilda Solis  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: Lori Glasgow   
Executive Officer

SUBJECT: **REPORT BACK ON AN INVENTORY OF BOARD REPORTS  
FROM COUNTY DEPARTMENTS (ITEM NO. 39-C, AGENDA  
OF FEBRUARY 16, 2016)**

On February 16, 2016, your Board directed the Chief Executive Officer and Executive Officer of the Board (Executive Office) to coordinate with the Countywide Criminal Justice Coordination Committee and report back with an inventory of all public safety reports received by the Board offices and to recommend any improvements to the format, frequency, or content of these reports. Further, on May 31, 2016, your Board approved recommendations related to the April 18, 2016 report back with recommended revisions for improvements regarding the reports from public safety departments. In addition, you requested an inventory of reports received by the Board from all other departments.

We reviewed the Executive Office report tracking system for reports requested by the Board and correspondence received, as well as the Board Correspondence website, and worked with the various departments to identify recurring reports submitted to the Board. Attached is a comprehensive list of all recurring reports not previously included with the public safety reports, along with the departments' recommendations to more effectively provide information to the Board (Attachments), as summarized below.

Recommendation	No. of Reports
Further on-going reporting not required	16
Change of frequency	7
Consolidation	2
No change	65
Total	90

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Of the 90 reports identified, applicable departments have determined that 14 reports have fulfilled the purpose for which they were requested, the information is now provided in other reports or by other means, or the recurring report no longer serves as a valuable tool (Attachment I). For example, updates regarding the Partnership Pilot Program for Disconnected Youth (P3) are provided to the Board from the City of Los Angeles, lead for the region on this initiative and may provide redundant information that no longer needs to be reported by the departments. However, two reports would require pursuing changing State laws if the Board agrees that the regular reports are no longer needed.

In addition, the departments have recommended changing the frequency of seven reports and the consolidation of two reports, for which both relate to the migration of data centers to the County Data Center.

Please let me know if you have any questions regarding the recommendations or if you need additional information, or your staff can contact Camille Townsend at 213-974-0935.

Attachments

LG:mdc

c: Chief Executive Officer  
County Counsel  
Chief Deputies/Chiefs of Staff  
Each Department/District Head



Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
A-C	Direct the Auditor-Controller to provide quarterly reports, beginning in March 2014, of its review and analysis of the Department of Health Services' financial performance, the impact on cash flow and how shortages will be managed as a result of State withholding and reimbursement methods included in the agreement made with the State on Medi-Cal expansion under health care reform.	6/25/2013	Quarterly	4/15/2016	A-C has indicated that this report is no longer needed since it is evident that cash flow has not been adversely impacted by health care reform over the past 2 years and significant developments with health care reform can be reported in the regular monthly Cash Flow report as needed.
A-C	Auditor-Controller to submit detailed reports on County Departments' revolving fund and revolving cash trust fund.	4/4/1978	Annually	3/8/2016	A-C has indicated that he would support pursuing changing state legislature to modify California Government Code 29321.1, which requires that each county's auditor provide a list of revolving funds, amounts, and key individuals to the Board each year for counties in which the revolving fund program has been delegated from the Board to the Auditor. An inventory of revolving funds is a valuable tool. But with respect to Board operations, there is no substantive value added by providing this report to the Board annually.
A-C	Audit of Probation Department- WIC code section 275(B)		Every 2 Years	12/10/2015	A-C has indicated that he would support pursuing changing state legislature to modify Welfare and Institutions Code 275(B), which requires that Probation's juvenile funding be audited each year (every-other year if approved by the Board). Cash handling is generally a high risk area for audit planning purposes. However, if subjected to a risk assessment these audits likely would not be at a relative risk level commensurate with annual audit oversight.
CEO	Report by the Chief Executive Officer a Bi-annual report to the Board on the existing Third Party Administrators' performance for each year of the contract including any known criminal activity, negligence, and overall contract compliance. This report should also include any corrective actions that should be implemented in areas of concern or where further improvement is needed.	10/22/2013	Bi-Annually	1/15/2016	CEO has indicated that this report will no longer be needed after January 2017, as fraud oversight is continuous.
CEO	Instruct the Chief Executive Officer to report back in July 2012, and every six months thereafter, on the status of the RFP development and the conversion of the current Workers' Compensation system to a modern database system.	2/28/2012	Semi-Annually	1/15/2016	CEO has indicated that this report is no longer needed, since the workers' compensation system has been implemented.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
CEO, A-C	Direct the Auditor-Controller and CEO to report back quarterly on the status of the District Attorney's Asset Forfeiture Fund.	2/9/1999	Quarterly	4/19/2016	A-C has indicated that this report is no longer needed since annually, the District Attorney files the Federal Equitable Sharing Agreement and Annual Certification Report with the Board for approval.
CEO, DHS	12-5685 CEO and Director of Health Services on the implementation of the Affordable Care Act.	11/13/2012	Bi-Annually*	3/15/2016	DHS indicated that this report is no longer needed since the new Health Agency Report (S-1 from the 8/11/15 Board meeting) would provide the information.
CEO, DPW	Direct the Chief Executive Officer and the Director of Public Works to provide quarterly reports to the Board on the status of the Camp Vernon Kilpatrick Replacement Project's progress, expenditures, and revenue.	2/4/2012	Quarterly	2/19/2013	CEO indicated that this report is no longer needed; project is in progress with an anticipated completion in Spring 2017.
CoCo, CEO	13-5427 Yearly - County Counsel Litigation Cost Manager and Risk Manager's Joint report on Specific Projects or actions accomplished during the year.	11/30/2010	Annually*	1/19/2016	CEO and County Counsel have indicated that this report is no longer needed, since this information is also incorporated within other reports.
DCSS, DCFS, Probation, DMH, HSA, LACOE, DPSS, Board of Investments	Report quarterly from the Directors of Community and Senior Services, Public Social Services, Children and Family Services, Mental Health, Health Services, the Chief Probation Officer, Superintendent of Schools and the County Workforce Investment Board on their support of the Partnership Pilot Program application among the County, City of Los Angeles, Los Angeles Unified School District, Los Angeles Community College District, California State University system and other youth-serving organizations and their participation in the partnership for disconnected youth (P3) and report back to the Board, to include a timeline by DCSS on plans to align the Workforce Innovation and Opportunity Act youth services that will be dedicated to out-of-school youth as of July 2015.	3/3/2015	Quarterly	6/16/2016	DCSS has indicated that this report may no longer be needed since Board offices receive updates from the City of LA which is the lead for the region on this initiative; or CSS recommends that this report be submitted bi-annually if needed.
DHS	08-1665 Bi-Annual report on the Health Department Budget Committee of the Whole/Joint Meeting	12/11/2001	Bi-Annually*	6/12/2016	DHS indicated that this report is no longer needed due to new financial circumstances and current factors make this report less useful.
DPH	California Department of Public Health review of Los Angeles County Health Facilities Inspection Division.	6/24/2014	Bi-weekly	2/3/2015	DPH has indicated that this report is no longer needed since HFID contracts have been successfully renegotiated and all benchmarks are being met.
DPH	Director of Public Health to report back on the Water Quality Monitoring of Small Water Systems	11/29/2011	Quarterly	6/4/2016	DPH has indicated that this report is no longer needed, since DPH provides alerts to the Board offices to notify them directly of any water systems violations.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
DPH	Director of Public Health to report on the update of Tuberculosis in Los Angeles County.		Bi-Annually	6/16/2016	DPH has indicated that this report is no longer needed, as relevant information on TB is available on its website.
DPSS	Implementation of the EXPRESS LANE MEDI-CAL (ELMC) Project to provide Medi-Cal coverage to CalFresh participants.	6/4/2014	Monthly	1/14/2016	DPSS has indicated that this report is no longer needed because the purpose for this report has been fulfilled.
RR/CC, DCBA	Request the Registrar-Recorder/County Clerk and the Director of Consumer and Business Affairs to provide quarterly status reports as it relates to the Auditor-Controller's concerns as detailed in the September 19, 2013 report. SB62 Expanded Homeowner Notification Program.	9/24/2013	Quarterly	3/3/2015	DCBA and RR/CC recommends that this report is no longer needed.

\* Scheduled for report at a Board meeting.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
Assessor, CEO	Report by the Chief Information Officer to work with the Assessor and report back to the Board on the status of decommissioning the old database systems beginning 120 days after the completion of Phase One of the Assessor Modernization Project and continuing every 120 days thereafter until the old database system is fully decommissioned.	6/16/2015	Every 120 days	7/14/2016	The Assessor requests modifying the frequency of the report from every 120 days beginning with the completion of phase I to 120 days after the completion of each phase.
CEO	Instructed the Chief Executive Officer to report to the Board on approved contracts under the Chief Executive Officer's delegate contracting authority.	7/28/1992	Quarterly	8/19/2015	CEO recommends that this report be submitted annually.
CEO	Chief Executive Officer was instructed to provide quarterly reports on approved action budget adjustments for transfers of appropriations within budget units up to \$250,000 per quarter.	7/28/1992	Quarterly	5/6/2016	CEO recommends that this report be submitted bi-annually.
CEO	Report by the Chief Executive Officer on the Employee Count on a quarterly basis.		Quarterly	5/12/2016	CEO recommends that this report be submitted bi-annually.
CEO, DMH, and DHS	Report by the Interim Chief Executive Officer and the Directors of Mental Health and Health Services to collect standardized and uniform data across all the County psychiatric urgent care centers on a monthly basis, including information on patient demographics (ethnicity and age), census, acuity, including 5150 admits, source of patient referral, numbers hospitalized and re-hospitalized, numbers conserved, numbers returning to urgent care centers, services provided, average length of stay, number of homeless clients, payer mix, workload and budget.	4/28/2015	Monthly	6/15/2016	DMH recommends that this report be submitted quarterly.
DHR	Succession Planning Reports by Department	1/24/2012	As needed	3/28/2013	DHR recommends that this report be submitted every 2 years.
ISD, CIO	Chief Information Officer and Director of Internal Services to provide quarterly progress reports on the decommissioning of the current data center in Downey to allow for transfer and transition to the new Los Angeles County Data Center by the 2nd Quarter of FY 2017-18.	11/24/2015	Quarterly	7/14/2016	ISD recommends consolidating these reports and submitting bi- annually.
ISD, CIO	Report by the Chief Information Officer and Internal Services Director, Bi-annual progress reports on the migration of Departmental data centers to the new County data center to ensure completion by the 3rd Quarter of FY 2020-21.	11/24/2015	Bi-Annually	7/14/2016	
Probation	Direct the Interim Chief Probation Officer to develop a corrective action plan to address the environmental safety standard violations at the juvenile halls and camps per the 2012 Department of Public Health Juvenile Facility Health Inspection Reports and report back in 30 days and quarterly thereafter.	4/9/2013	Quarterly	8/24/2015	Probation recommends this report be submitted annually.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
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\* Scheduled for report at a Board meeting.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
A-C	Auditor-Controller to report on Fiscal Year Cash Flow Projections		Monthly	7/20/2016	No recommended change.
A-C	Per Article XIII B of the State Constitution, Report by the Auditor-Controller on the annual calculation of the appropriations (spending) limit.		Annually	1/15/2016	No recommended change.
A-C	Audit of the Los Angeles County Treasury for the year per Government Code, Section 26920.		Annually	1/7/2016	No recommended change.
A-C	Semi-Annual Fraud Hotline Status Report		Bi-Annually	5/6/2016	No recommended change, this report is required by Board Policy 9.040.
A-C	Countywide Utility User Tax Expenditure Audit Report		Annually	6/22/2016	No recommended change; this report is required by County Code Section 4.62.240.
A-C	Annual Health Insurance Portability and Accountability Act Privacy Rule Program Report		Annually	8/18/2016	No recommended change.
All Departments	Quarterly Donations Reports, Fair Market Value of Gifts Donated, Reporting of Gifts to the County, etc., as necessary.		Quarterly	Varies	No recommended change.
All Departments	Delegation of Authority Quarterly Report		Quarterly	Varies	No recommended change, in accordance with County Code Section 2.18.070 and July 28, 1992 Board Order No. 8.
Arts Comm.	Report by the Executive Director of the Arts Commission to provide a report on the Community Impact Arts Grants pilot project, annually.	6/22/2015	Annually	6/22/2015	No recommended change.
Arts Comm.	The Executive Director of the Arts Commission to report back annually on the Civic Art program	12/7/2004	Annually	12/8/2015	No recommended change.
CDC	Executive Director to report back quarterly to the Board in writing on the Countywide industry sector development strategy and the progress and recommendations of the stakeholder group to develop parameters for a Catalytic Development Fund	10/20/2015	Quarterly	7/27/2016	No recommended change.
CDC/HA, CoCo, DP&R, DPH, DRP, DPW, FIRE	Report by the Director of Planning, in coordination with the Directors of other appropriate Departments to report back to the Board with an update on the status of implementation and a timeline for the advancement of ongoing initiatives including real estate development and building industry experts in the potential advisory committee and outreach of the Equitable Development Work Program; and include in the report back an explanation of AB 2222 and the "no net loss" policy; whether density bonuses are ministerial or require a public hearing; whether density bonuses are usually met with community opposition because additional California Environmental Quality Act analysis is not required, but create additional traffic; whether density bonuses are subject to the same parking requirements as market rate units; the definition of a linkage fee; the necessary analysis to determine the impact a linkage fee will have on housing development.	12/8/2015	Quarterly	6/30/2016	No recommended change.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
CEO	16-3277 Report back to the Board meeting on July 12, 2016 regarding the Sheriff's Department, Child Welfare System, Health Services Integration and Homeless ad hoc initiatives that were established as Board priorities; and provide Bi-annual reports on the ad hoc initiatives to the Board at its regularly scheduled meetings.	6/27/2016	Bi-Annually*	7/12/2016	No recommended change.
CEO	Report by Chief Executive Officer to include final and interim goals, metrics and timelines, as appropriate; and working with Department heads and the Sustainability Council, prepare an annual report on Countywide and Departmental compliance with the Countywide Sustainability Plan, once it is established; and serve as the County's point person.	3/1/2016	Annually	5/16/2016	No recommended change.
CEO	Report by the Chief Executive Officer quarterly on the Jail Master Plan including significant developments occurring on the Mira Loma as a project and maintain eligibility in the Assembly Bill 900 grant program.	9/1/2015	Quarterly	6/10/2016	No recommended change.
CEO	Report by the Chief Executive Officer to report to the Board annually, in writing, as part of each budget phase including: Recommended, Final Changes and Supplemental Budgets with: 1. An overview of Los Angeles County's debt capacity and level of indebtedness as a percentage of the total County budget and as a percentage of the County's locally generated revenue; 2. Impact of debt service payments on the County's total budget and cash flow, including approved capital projects as well as anticipated projects for consideration by the Board within a three-year period that will require debt financing; and 3. An estimate of anticipated operational and equipment costs associated with the project(s).	6/22/2015	Annually	4/14/2016	No recommended change.
CEO	Report by the Chief Executive Officer to the Board every 60 days with the actions taken to standardize the County's film and still photography permit service fees and attract more cities to film in the County.	9/9/2014	Semi-Annually	11/2/2015	No recommended change.
CEO	Report from the Chief Executive Officer to the Board quarterly with an update on the building assessments previously completed as well as those proposed for the next quarter.	8/12/2014	Quarterly	7/18/2016	No recommended change.
CEO	Report by the Chief Executive Officer on additional Marina Del Rey revenues resulting from the Marina Del Rey leasehold extensions.	6/18/2013	Annually*		No recommended change.
CEO	13-5426 Yearly - Chief Executive Officer Risk Management Annual Report for the previous Fiscal Year	11/30/2010	Annually*	1/19/2016	No recommended change.
CEO	Sacramento Updates		As needed	8/22/2016	No recommended change.
CEO, CoCo, DCBA	Report by the Chief Executive Officer, Interim County Counsel and Director of Consumer and Business Affairs to report back to the Board in writing on a quarterly basis, upon commencement of Wage Enforcement Program (WEP) operations, on caseload trends, workloads, successes and challenges, particularly insofar as this data would warrant additional WEP staffing that the Board should consider funding.	11/17/2015	Quarterly	8/1/2016	No recommended change.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
CEO, DCFS, DMH	Report by the Chief Executive Officer, Directors of Children and Family Services and Mental Health to submit a monthly report beginning on May 30, 2009 with the following information: - Number of Social Workers completing screenings; - Number of children screened; - Number of children referred for mental health services; - Amount of time between screening, assessment and treatment access; - Number of children accessing services; - Waiting times, if any at directly operated clinics or contract providers; and - Quality of mental health services.	4/28/2009	Annually	1/31/2016	No recommended change.
CEO, DCFS, DPH, DMH	Instruct the Chief Executive Officer, Director of Children and Family Services, and affected departments to report annually on the 241.1 evaluation measures identified in the Chief Executive Officer's November 2012 report.	3/12/2013	Annually	5/1/2015	No recommended change.
CEO, ISD	Bi-annual Living Wage Report identifying cost and workforce data	7/21/2015	Bi-Annually		No recommended change.
CEO, LAEDC	Report by Chief Executive Officer, in collaboration with the Chief Executive Officer of the LAEDC and Directors of the relevant County Agencies as well as the Executive Director of the Community Development Commission, to report back to the Board in writing within 90 days with the analysis of the Plan and a strategy for implementation, tracking and reporting on efforts by County Agencies, including:  A statement of any existing County Agency goals, objectives and planned actions that are currently in alignment with the Plan and description of how these efforts are budgeted in Fiscal Year 2016-17 and how outcomes are or could be measured on a quarterly basis going forward.	1/5/2016	Quarterly	5/20/2016	No recommended change.
CIO, ISD	Bi-monthly reports on the progress of the build-out and preparations for the new County Data Center to ensure occupancy by the 4th Quarter of Fiscal Year (FY) 2016-17.	11/24/2015	Bi-Monthly	8/1/2016	No recommended change.
CoCo	11-5093 Yearly - Annual Litigation Report for the previous Fiscal Year	11/30/2010	Annually*	1/19/2016	No recommended change.
CSEC	16-1656 Quarterly Report by the Commercially Sexually Exploited Children (CSEC) Integrated Leadership Team	3/8/2016	Quarterly*	6/14/2016	No recommended change.
DCBA	Report by the Director of Consumer and Business Affairs on the Self Help Legal Centers.	5/3/2016	Quarterly		No recommended change.
DCBA	Report from the Director of Consumer and Business Affairs quarterly to the Board on the progress of the transfer of the existing functions and personnel of both the County Office of Small Business and the Small Business Commission from the Internal Services Department to the Department of Consumer and Business Affairs.	1/13/2015	Quarterly	3/18/2016	No recommended change.



Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
DCFS	Report by the Director of Children and Family Services, in coordination with the current Residentially Based Services (RBS) providers, to provide quarterly progress and permanency outcome reports on youth enrolled in the RBS program, including RBS performance indicators and solutions to find appropriate community placements.  Note: 1/31/16 report requested to change to Bi-annually	11/20/2012	Bi-Annually	8/5/2016	No recommended change.
DHR	Provide quarterly reports of County employees, by department, called to active military duty.	8/27/2002	Quarterly	4/25/2016	No recommended change.
DHR	Performance Evaluation Completion Reports by Department	7/24/2001	Annually	9/16/2015	No recommended change.
DHS	Director of Health Services to report back quarterly in writing to the Board, with the first report due by June 30, 2016, on progress being made to reduce the use of temporary health information management personnel services registries, fill the 56 Health Information Management Division items, reduce coding backlogs at Department of Health Services (DHS) facilities throughout the County of Los Angeles; how training will be achieved and whether any permanent positions will be filled using the Workforce Investment Board or Veterans training programs; and to include LAC-USC, Rancho Los Amigos, Olive View, and any other DHS facilities in the report back to the Board.	4/26/2016	Quarterly	7/1/2016	No recommended change, due to sunset in 2017.
DHS	Report by the Director of Health Services to work with the leadership of the Martin Luther King, Jr. Community Hospital to develop and report back to the Board in writing, on a quarterly basis, a dashboard that assesses the new hospital's patient workload, including emergency room volume, diversion rates, cycle times, and boarding times (the time from when a physician writes the order to admit the patient until the patient is placed in an inpatient bed); emergency room diagnoses, including extent to which patients present with primary mental health and primary substance abuse problems; emergency room disposition, including the disposition to a mental health urgent care center, a psychiatric emergency room or trauma center; residence of patients by ZIP code; insurance status of patients at the time of entrance into the Emergency Department or admission to the hospital; and hospital occupancy rates and average lengths of stay.	7/7/2015	Quarterly	5/4/2016	No recommended change.
DHS	Report by the Director of Health Services to report back on the County's ratio of nurses per resident compared to other Counties in the State.	5/14/2014	Quarterly	4/28/2016	No recommended change.
DHS	Submit quarterly reports to the Board on the Department of Health Services Supportive Housing program outcomes including funds, costs, number and composition of clients housed; integrated health, mental health, substance disorder and benefits establishment results; utilization rate and duration of housing subsidies, number of clients transitioning off of housing subsidies, and characteristics of housing units secured.	1/14/2014	Quarterly	2/8/2016	No recommended change, due to sunset in 2017.
DMH	Mental Health Services Act Annual Update per welfare and institutions code section 5847		Annually	10/13/2015	No recommended change.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
DMH, DHS	Report by Director of Health Services to provide a status of the pre-planning activities for the Harbor-UCLA Medical Campus (Medical Campus) with the first report provided no later than July 1, 2016 and instruct the pre-planning consultant team to take into consideration the approved master plan for LA BioMed and the planning for the Bioscience Tech Park with not less than 250,000 sq. ft. of building floor area in formulating a redevelopment and phasing plan for the Medical Campus, and ensuring that the consultants make the most efficient use of County property to address the health needs of the community while maximizing the potential for bioscience related uses to be located on the Medical Campus in the future; and instruct the Director of Health Services and the Acting Director of Mental Health to report back on options to provide expanded mental health recovery and other mental health services on the Medical Campus.	3/22/2016	Quarterly	6/29/2016	No recommended change, due to sunset in 2017.
DPH, DMH, DHS, DPSS, Sheriff	Provide quarterly written updates of enrollment progress for Medi-cal eligibility by department, broken down by targeted enrollment groups and Service Planning Areas.	6/10/2014	Quarterly	6/8/2016	No recommended change.
DPW	Provide reports that include clear benchmarks for measuring the actual progress being made towards establishing viable conversion technology projects, including amount of waste to be diverted, financial viability, project status, and significant impediments that will allow the Board to meaningfully assess the efficacy of conversion technologies in meeting the County's goal of a sustainable waste management future.	1/27/2015	Bi-Annually	3/9/2016	No recommended change.
DPW	Report on the progress of the implementation of the Roadmap to a Sustainable Waste Management Future.	10/21/2014	Annually	10/21/2015	No recommended change.
DPW	Director of Public Works to provide the Board with bi-annual reports on the status of the Regional Water Quality Control Board's implementation and enforcement of the Municipal Storm Sewer System (MS4) permit.	3/12/2013	Bi-Annually	7/14/2016	No recommended change.
DPW	Direct the Director of Public Works, in coordination with the Director of Public Health, to identify the ten unincorporated communities within the County of Los Angeles that have the highest rates of obesity, and develop an implementation plan, that includes appropriate funding sources, to construct the priority bicycle routes identified in the Master Bicycle Plan's Phase I Implementation Recommendations for those respective communities, and other communities covered by the Master Plan, within the next 12 months and report back to the Board in writing on a quarterly basis with their progress. (Report of 10/1/2015 changed reporting to Annual).	2/28/2012	Annually	10/1/2015	No recommended change.
DPW	Instruct the Director of Public Works to report back quarterly on the costs associated with individual Job Order Contracts and Local Area Work Program	12/8/2009	Quarterly	5/26/2016	No recommended change.
DPW	Delegation of Authority for the Director of Public Works to enter into contracts for architectural, engineering and related services where the total does not exceed \$75,000, quarterly report as specified in the Los Angeles County Code Section 2.18.070		Quarterly	1/11/2016	No recommended change.
DPW	Storm Drain Transfers and Acceptances		Annually	8/10/2016	No recommended change.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
DPW, DP&R, Assessor, CEO, DPH, Fire, DRP	Report by the Chief Executive Officer, in coordination with the Assessor, Fire Chief, and the Directors of Parks and Recreation, Public Health, Public Works, and Planning, to implement Gartner's improvement recommendations to the public sector land development permitting and electronic permitting spaces as executed by CEO's work order memo dated 6/30/2015; and instruct the Departments to submit, in writing, implementation progress reports to the Board every 120 days.	8/4/2015	Every 120 days	8/9/2016	No recommended change.
DPW, Fire, Sheriff, ISD	Director of Public Works to adopt the clean fuels policy with a long-term goal to convert as many vehicles to clean fuels as possible.	1/10/1995	Annually	3/7/2016	No recommended change.
DRP, CEO	Instructed the Director of Planning to report back on additional information on the elimination of the alternate cross-section street design for residential subdivisions and its potential impact; and report back on a biannual basis on the progress of the Healthy Design.	1/24/2012	Bi-Annually	2/9/2016	No recommended change.
Health Agency, DMH, DHS, DPH	15-3904 Quarterly Report by Health Agency Director and Department Heads on the integration of the Departments of Mental Health, Health Services and Public Health.	8/11/2015	Quarterly*	6/8/2016	No recommended change.
ISD	Instruct the Director of Internal Services to come back to the Board for approval of expenditures over the budgeted amount; and to provide quarterly reports on actual expenditures on fleet contract expenditures	12/1/2009 6/6/2012	Quarterly	7/12/2016	No recommended change.
ISD	Status of Solar Deployments/ Power Purchase Agreement	6/28/2016	Annually	8/4/2016	No recommended change.
ISD	Annual Sole Source Report identifying sole source contracts executed during each fiscal year	8/4/2015	Annually	8/17/2016	No recommended change.
ISD	Countywide Strategic Plan - Cap and Trade Programs Funds	6/9/2015	Quarterly	10/5/2015	No recommended change.
ISD	Report to the Board by Internal Services Department on the usage of local workers by contractors awarded Job Order Contracts (JOC) within ISD's JOC Program.	12/8/2009	Annually	3/25/2015	No recommended change.
ISD	Annual Retroactive Contract Report identifying the retroactive occurrences presented to the Retroactive Contracts Review Committee (RCRC) during each fiscal year	5/22/2007	Annually	7/21/2016	No recommended change.
ISD	Annual Living Wage Report including departmental compliance with the LWP		Annually	2/22/2016	No recommended change.
ISD, DCBA, TTC	Report by Internal Services Department and Department of Consumer and Business Affairs to conduct a complete review of the County's Property Assessed Clean Energy Program; PACE including consumer protection mechanisms, marketing material, and report back to the Board in 30 days. NOTE: Report on a quarterly basis through the calendar year 2016	11/3/2015	Quarterly	8/4/2016	No recommended change.

Department	Subject	Board Meeting Date	Frequency	Date of Last Report Received	Department Recommendations
LAHSA, CEO, Health Agency	Health Agency Director to report back on a quarterly basis for one year on service programs targeted to people experiencing homelessness, including funding information, a plan for increasing access to mental health and substance abuse services; opportunities to seek Medi-Cal reimbursement for outreach, opportunities to expand case management and integrated services, and an analysis of successful models in other States for drawing down Medicaid reimbursement to fund services.	2/9/2016	Quarterly	7/11/2016	No recommended change, due to sunset in 2017.
Regional Park and Open Space District	Quarterly status report for Regional Park and Open Space District. Status of prop A- 1992 all.		Quarterly	4/21/2016	No recommended change.
RR/CC	Direct the Registrar-Recorder/County Clerk and the Chief Executive Officer to: Assemble an advisory group of experts, stakeholders, and community leaders to analyze the findings of the report and establish a set of guiding principles and/or general requirements for a voting system; report back to the Board within 60 days with an incremental plan for moving forward with the modernization of the County's voting systems, including additional research needed, a procurement/development strategy, and a timeframe for selection/acquisition and implementation of the voting system; and keep the Board informed as to the progress in modernizing its voting system, with a target date for implementation, ideally in a year without a Presidential or Gubernatorial Primary.	9/7/2010	Quarterly	6/14/2016	No recommended change.
Sheriff	Review the County's sole source agreement policy and report back with recommendations for revising the policy to narrow and limit its usage, including consideration of a requirement that the Board be notified of a potential sole source contract situation while sufficient time remains to pursue a standard competitive solicitation.	1/27/2015	Annually	4/7/2016	No recommended change.
TTC	Treasurer and Tax Collector to Report of investments		Monthly	6/30/2016	No recommended change.

\* Scheduled for report at a Board meeting.



SACHI A. HAMAI  
Chief Executive Officer

# 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>

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

September 6, 2016

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

From: Sachi A. Hamai  
Chief Executive Officer

## **REPORT BACK ON THE DEVELOPMENT OF PUBLIC SAFETY AND COUNTYWIDE DATA (ITEM NO. 12, AGENDA OF MAY 31, 2016)**

On February 16, 2016, the Board of Supervisors (Board) directed the Chief Executive Officer (CEO) and Executive Officer of the Board (Executive Office) to coordinate with the Countywide Criminal Justice Coordination Committee (CCJCC) on an inventory of all public safety reports received by the Board offices and to recommend in writing any improvements to the format, frequency, or content of these reports. On April 18, 2016, the CEO, CCJCC and the Executive Office submitted the attached report in response to the Board's request (Attachment A).

On May 31, 2016, the Board approved a subsequent motion directing the Executive Officer of the Board, in conjunction with the relevant County Departments, to establish a schedule for public safety reports consistent with the recommendations in the CEO's April 18, 2016 memo. The schedule for recurring public safety reports was provided to your Board offices on July 21, 2016 (Attachment B).

In addition, the Board's May 31, 2016 motion requested the CEO, CCJCC, and Information Systems Advisory Body (ISAB) develop a countywide framework for outcome measures to: (1) assess using outside management experts to research and/or implement best practices tools to more effectively present public safety and countywide data; and (2) recommend next steps.

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### **Public Safety Report Improvements**

On August 3, 2016, ISAB presented to the members of the CCJCC the current efforts to improve the communication and dissemination of public safety data (Attachment C). With support from CCJCC and ISAB members, ISAB has developed the Justice Automated Information Management System (JAIMS). JAIMS is an enterprise data analytics and reporting platform to improve and support performance and outcome measurement for various criminal justice programs. JAIMS allow users the convenience of accessing and utilizing real-time data on an as needed basis. In addition, the system will streamline, integrate, and provide timely and easier access to data for program and policy decision. The goals for the system include:

- Establishing a “Single Source of Truth” for criminal justice data analytics and reporting through JAIMS;
- Developing a consistent business glossary and taxonomy of terms for data objects in JAIMS;
- Standardizing methodologies for statistically valid and reliable analysis of criminal justice program performance and outcomes; and
- Developing JAIMS Dashboard for real-time data access and analytics and a more efficient model for making microdata (raw data) available for research purposes.

ISAB researched the field of data analytics and reporting as well as consulted with IBM, Microsoft, Gartner, and other leading providers of software products and tools that support data analytics and information management in developing the architecture and design of the JAIMS system. Due to the positive relationships fostered by ISAB, these were not paid engagements but are part of ISAB’s ongoing research and collaboration with the vendor community.

ISAB has also established the JAIMS Steering Committee to ensure that the system meets the broader business requirements of each of the stakeholders and agencies in the County’s criminal justice system.

The JAIMS system is in production mode and currently contains the following data entities:

Each Supervisor  
September 6, 2016  
Page 3

- Arrests and Cases (current and historical)
- Adult Probation Cases
- GIS Geocode for mapping of the data
- N3 Split Sentences

JAIMS has a web-based secure reports portal using the Cognos Enterprise Business Intelligence Software. The portal includes AB109 reports for the Post-release Supervised Persons (PSP) released to LA County. The existing Cognos-based portal provides support for both structured reports and ad-hoc reporting.

ISAB is currently working on the development of a user friendly data analytics dashboard system using the Microsoft PowerPI platform to leverage the County's investment in Office 365. The launch of the dashboard is scheduled for December 2016.

Once the dashboard is completed, ISAB will provide a presentation to the Board Deputies on the utilization and functionality of the system.

### **Countywide Framework for Outcome Measures**

The CEO is currently working with County departments to develop the Countywide Strategic Plan that will include a framework for outcome measures. The CEO's effort includes a review of various projects that will be utilized to measure the success of our County initiatives. The Public Safety reports mentioned in this memo will be considered as a pilot project.

Should you have any questions, you or your staff may contact Rene Phillips, Public Safety, at (213) 974-1478 or Mark Delgado, CCJCC, at (213) 974-8398.

### Attachments

SAH:JJ:SW:  
RP:DC:cc

c: Executive Office, Board of Supervisors  
County Counsel  
Countywide Criminal Justice Coordination Committee  
Information Systems Advisory Body



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
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April 18, 2016

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

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

From: Sachi A. Hamai  
Chief Executive Officer

### **REPORT BACK ON AN INVENTORY OF BOARD REPORTS FROM PUBLIC SAFETY DEPARTMENTS (ITEM NO. 39-C, AGENDA OF FEBRUARY 16, 2016)**

On February 16, 2016, the Board of Supervisors (Board) directed the Chief Executive Officer (CEO) and Executive Officer of the Board (Executive Office) to coordinate with the Countywide Criminal Justice Coordination Committee (CCJCC) on an inventory of all public safety reports received by the Board offices and to recommend in writing any improvements to the format, frequency, or content of these reports. The Board expressed its interest in ensuring that standing reports presented to the Board are generated with the most efficient use of resources to minimize unnecessary burdens on departments, while at the same time ensuring that information needed by the Board to support policy decision making is effectively presented.

To conduct the inventory, the Board of Supervisors Report Tracking System was reviewed to identify recurring reports on public safety-related issues. One-time report backs requested by the Board were not included. Departments were also asked to identify reports they submit to the Board on a regularly scheduled basis and were consulted for recommendations on report management. The identified reports and recommendations are provided below and are summarized in Attachment I.

#### **Office of the Inspector General (OIG)**

**Reports:** OIG currently generates three separate reports for the Board: 1) status reports on the reform recommendations generated by the Citizens Commission on Jail Violence; 2) general updates on OIG activities; and 3) status updates on the effectiveness of the Memorandum of Agreement to share and protect confidential information with the Sheriff's Department (Sheriff). These reports are currently also placed on Board agendas for presentations in a staggered schedule.

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**Recommendations:** The submission of multiple standing reports on reforms and oversight efforts with regard to Sheriff's does not provide the Board with information in the most efficient manner. It is recommended that the reports generated by the OIG be consolidated into one quarterly report for the Board.

### **Public Safety Realignment**

**Reports:** The Chief Probation Officer, as chair of the Public Safety Realignment Team (PSRT), provides quarterly reports on the implementation of AB 109, in coordination with partnering agencies. Reports address workload statistics, updates on departmental performance measures and outcomes, and operational successes and challenges. These reports are placed on Board agendas for presentation.

Separately, the CEO submits quarterly reports to the Board on the AB 109 budget expenditures by County departments.

**Recommendations:** Public safety realignment was implemented in October 2011, and the multi-agency effort to generate reports each quarter takes significant time and resources. It is recommended that the Probation Department (Probation) PSRT presentations to the Board be scheduled on an annual, rather than quarterly basis.

However, to ensure that the Board continues to receive timely updates on implementation status, it is also recommended that quarterly reports continue to be filed as written submissions with a specific focus on implementation data and updates to departmental performance measures.

Finally, it is recommended that the expenditure reports prepared by the CEO be consolidated with these quarterly implementation updates.

### **Electronic Monitoring Contract Compliance**

**Reports:** Sheriff and Probation each provide monthly reports to the Board on contract compliance of their electronic monitoring provider, currently Sentinel Offender Services.

**Recommendations:** The use of electronic monitoring is an important tool for managing the offender population, and quality control of vendor services is critical, regardless of the status of the monitored individuals. As a result, it is recommended that the Sheriff and Probation reports be consolidated into one submission on a quarterly basis to ensure consistency and coordination of timing.

**Corrective Action Plans (CAPs)**

**Report:** The CEO, County Counsel, County Risk Manager, and Risk Management Inspector General report quarterly to the Board on efforts to relieve the existing backlog of CAPs and Summary Corrective Action Plans (SCAPs), address compliance of the established procedures for CAPs and SCAPs, and track payments made for settlements.

**Recommendations:** In order to provide information to the Board in an efficient manner, it is recommended that the quarterly CAP reports to the Board be scheduled on a semi-annual, rather than quarterly basis.

**Civil Grand Jury Report**

**Reports:** The Civil Grand Jury submits annual reports to the Board on its activities throughout the year, including its inquiries into the conditions and management of custody facilities within the County.

**Recommendations:** No changes are recommended.

**Pay for Success**

**Report:** The CEO provides semi-annual reports on the status of the County's pursuit to develop and launch the County's first Pay for Success (PFS) project, "Just in Reach."

**Recommendations:** While the CEO led the development of the County's PFS Blueprint and review of project proposals, the Department of Health Services (DHS) is the lead department designing and implementing the PFS project "Just in Reach". It is recommended that the CEO work with DHS to provide the next pre-launch report due in August and that the implementation status reports on the initiative be provided by the DHS Office of Diversion and Reentry thereafter.

**AB 900 Mira Loma Project**

**Report:** The CEO's Office provides quarterly updates on the status and progress of the Mira Loma Detention Facility as a project of the AB 900 grant program.

**Recommendations:** No changes are recommended.

Developed in conjunction with the impacted departments, the recommendations provided above would help manage the timing and coordination of public safety reports, maximize the use of departmental resources, and present the Board with information in a more cohesive, integrated manner.

Each Supervisor  
April 18, 2016  
Page 4

### **Countywide Review of Reports to the Board**

The February 16, 2016 request for an inventory of public safety reports included an amendment that expanded the review to all departmental reports countywide.

To that end, the CEO and the Executive Office are in the process of cataloguing all recurring reports that are submitted to the Board for review, regardless of subject matter and reporting department. The offices will continue to work with each department on report scheduling and to develop recommendations for presenting report information in the most efficient and effective manner, including the use of data dashboards and other visualization aids that can be used to track data and other measures on an ongoing basis. This review will explore practices in both public and private sectors and will build on existing County efforts.

One example of these efforts is the ongoing development of the Justice Automated Information Management Statistics system (JAIMS) by the Information Systems Advisory Body in coordination with multiple departments. JAIMS retrieves data and records from various agencies' systems, matches records through common identifiers, and uses matched information to generate anonymized, real-time justice statistics. As the architecture for systems such as JAIMS is built, efforts to maximize its utility by developing reporting solutions that most effectively present the statistical reports generated should be prioritized.

The complete report back to the Board on the countywide review of reports is due to the Board by August 16, 2016. Should you have any questions regarding the information provided on public safety report recommendations, you or your staff can contact Sheila Williams, Public Safety, at (213) 974-1155 or Mark Delgado, Executive Director of CCJCC, at (213) 974-8398.

Attachment

SAH:JJ:SW  
MD:DC:cc

c: Executive Office, Board of Supervisors  
County Counsel  
Sheriff  
Health Services  
Probation

Topic	Description	Date of Board Request	Current Schedule	Recommendations
Citizens Violence	Status on the reform recommendations generated by the CCJV	11/25/2012	Quarterly (on Board Agenda)	All three OIG reports should be consolidated into one report that is presented on a quarterly basis.
	General updates on OIG activities		Quarterly (on Board Agenda)	
	Status updates on the effectiveness of the MOA to Share and Protect Confidential LASD information, including any incidents of non-cooperation	12/15/2015	Bi-monthly	
Management	AB 109 implementation data captured by departments, status updates on departmental performance measures, and discussion of key implementation challenges and accomplishments	12/11/2012	Quarterly (on Board Agenda)	Presentations to the Board should be scheduled on an annual basis; quarterly implementation updates should be continued as written submissions, with CEO expenditure information included
Management (Res)	AB 109 budget status updates, including summary of revenues and expenditures	10/8/2013	Quarterly	
Offender Monitoring	Updates on contract compliance by Sentinel Offender Services	9/10/2013	Monthly	Sheriff and Probation Department reports on electronic monitoring contracts should be consolidated in a single coordinated submission on a quarterly basis.
Monitoring	Updates on contract compliance by Sentinel Offender Services	11/26/2013	Monthly	
Annual Report	Findings of investigations conducted by the Civil Grand Jury		Annual	No change
Plans (CAPs) and Action Plans Process	CAPs and SCAPs updates, including backlog reduction, compliance, and settlement payment tracking efforts	4/14/2015	Quarterly	Reports should be scheduled on a semi-annual basis
	Status updates on the County's Pay for Success efforts with the Board of State and Community Corrections grant program	8/11/2015	Semi-Annual	Following pre-launch, recommendation that ODR assumes reporting responsibility
Grant Project	Updates/developments on the Mira Loma jail project and eligibility for AB 900 grant funding	9/1/2015	Quarterly	No change



LORI GLASGOW  
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES  
BOARD OF SUPERVISORS

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MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

DON KNABE

MICHAEL D. ANTONOVICH

July 21, 2016

TO: Chiefs of Staff/Chief Deputies  
Justice Deputies

FROM: Lori Glasgow  
Executive Officer

SUBJECT: **RECURRING PUBLIC SAFETY REPORTS  
(BOARD ORDER NO. 12 OF MAY 31, 2016)**

In response to the Board's enclosed Order No. 12 of May 31, 2016 and the Chief Executive Officer's April 18, 2016 report on recurring public safety updates, the following is an update to the scheduled Board meeting presentations.

The next scheduled consolidated quarterly report by the Inspector General will be on October 11, 2016 and scheduled on the second Tuesday of each quarter thereafter, as follows:

Report by the Inspector General on reforms and oversight efforts with regard to the Sheriff's Department, as requested at the Board meeting of October 9, 2012, and updated on May 31, 2016.

The next scheduled biannual report by the Interim Chief Probation Officer and other relevant Departments on the status of AB 109 will be on January 17, 2017 and scheduled on the third Tuesday biannually thereafter, as follows:

Report by the Public Safety Realignment Team on the status of implementation of the California Public Safety Realignment Act (AB 109), as requested at the Board meeting of December 11, 2012, and updated on May 31, 2016.

July 21, 2016  
Page 2

If you have any questions or need additional information, please contact me, or your staff may contact Adela Guzman of the Agenda Preparation Section at (213) 974-1442.

LG:ag

Enclosures

c: Chief Executive Officer  
Sheriff  
Office of Inspector General  
Countywide Criminal Justice Coordination Committee  
Probation

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MOTION BY CHAIR HILDA L. SOLIS

May 31, 2016

**Public Safety Reports**

On February 16, 2016, the Board of Supervisors directed several County departments to conduct an inventory of all public safety reports received by the Board offices and to recommend potential improvements to the format, frequency, and content of these reports. The motion encouraged the Departments to incorporate -research into best practices in their recommendations, including tools used in the public and private sectors such as dashboards, scorecards, and balanced scorecards. The Board amended the motion to direct the report back to include an inventory of all other non-public safety reports.

On April 18, 2016, the Chief Executive Officer (CEO) issued an initial report in response to this Board action. The report provided an inventory of existing public safety reports received by the Board on a regularly scheduled basis and recommended several changes. This initial report back deferred discussion and incorporation of the best practices mentioned above so as not to delay initial "low-hanging fruit" improvements while best practice research is conducted. These improvements should be implemented immediately, though they may be revisited as appropriate when the more comprehensive report back comes to the Board on August 16, 2016.

**I, THEREFORE MOVE** that the Board

1. Direct the relevant County departments to immediately implement the recommendations set forth in the CEO's April 18, 2016 report back, except that:
  - a. The Probation Department is directed to present its AB 109 report to Board in open session on a semi-annual basis with the next report scheduled for July 19, 2016; and

MOTION

RIDLEY-THOMAS \_\_\_\_\_

KUEHL \_\_\_\_\_

KNABE \_\_\_\_\_

ANTONOVICH \_\_\_\_\_

SOLIS \_\_\_\_\_

- b. The CEO is directed to revise its recommendation on the quarterly updates regarding the Mira Loma Detention Facility to updates on the jail plan, which includes the Consolidated Correctional Treatment Facility (CCTF).
  - c. The Corrective Action Plan reports should be semi-annual rather than a quarterly, as recommended, unless there are significant changes in the backlog or compliance levels.
2. Direct the Executive Officer, in consultation with the relevant County departments, to determine appropriate start dates for the remaining public safety reports referenced in the CEO's April 18, 2016 memo and to schedule these Board presentations; and
  3. Direct the CEO, the Executive Director of the Countywide Criminal Justice Coordinating Committee, the Information Systems Advisory Body, and other relevant departments, in conjunction with the CEO's development of a countywide framework for outcome measures, to: (1) assess using outside management experts to research and/or implement best practice tools (e.g., dashboards, scorecards, etc.) to more effectively present public safety and countywide data, and (2) recommend next steps, in the subsequent report back on August 16, 2016.

# # #

HLS:bp



# Justice Automated Information Management System (JAIMS) *Update*

Information Systems Advisory Body (ISAB)

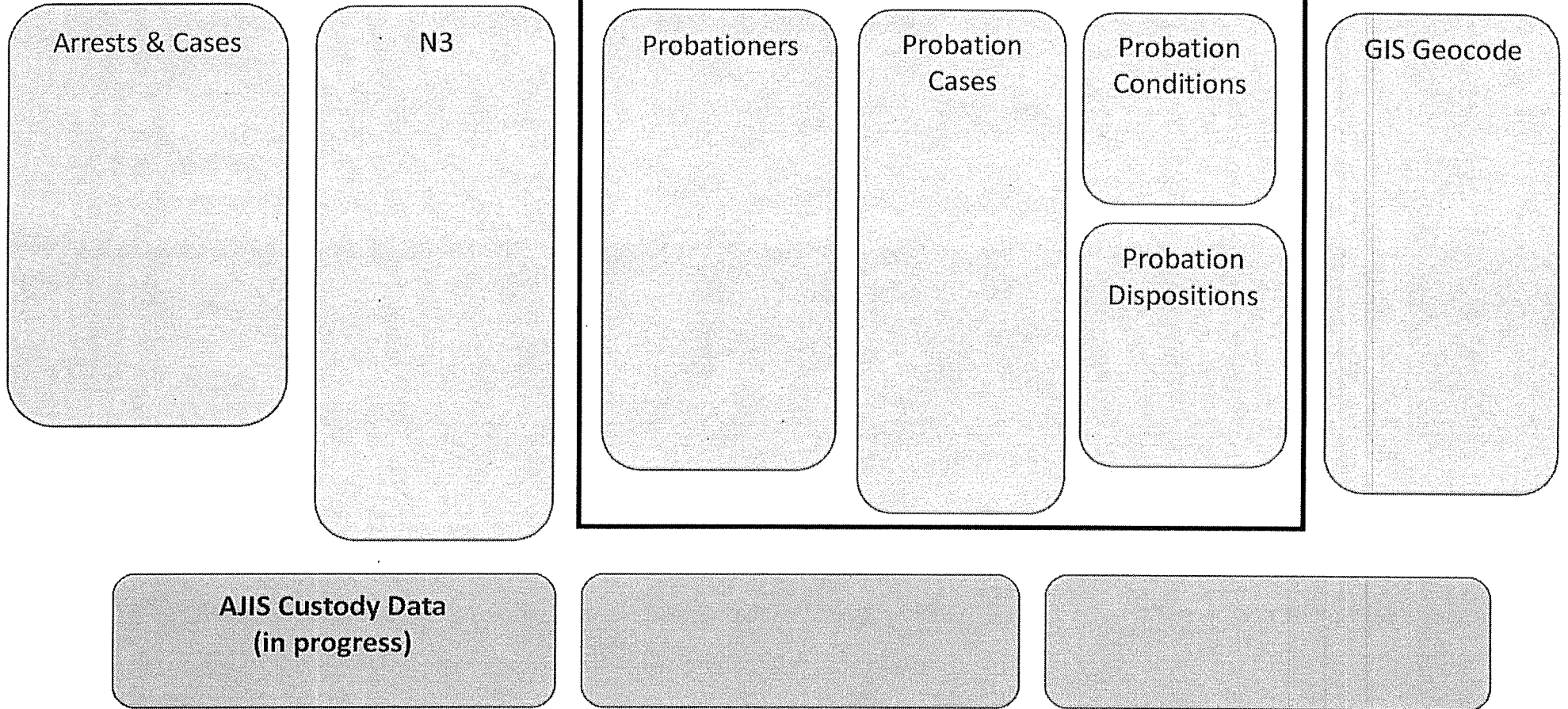
Countywide Criminal Justice Coordinating Committee (CCJCC)

Wednesday, August 3, 2016

# JAIMS roadmap

- Establishing an Executive Governance Committee (CCJCC-led)
- JAIMS Steering Committee (ISAB-led)
- Goals
  - Positioning JAIMS as the Single Source of Truth for **Criminal Justice Data Analytics**
  - Developing a consistent **Business Glossary and Taxonomy of Terms**
  - Standardizing methodologies for **statistically valid and reliable analytics**
  - Developing JAIMS **Dashboard** for real-time analytics and making microdata (raw data) available for research

# JAIMS Data Entities





**Chief  
Executive  
Office.**

**COUNTY OF LOS ANGELES**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, CA 90012  
(213) 974-1101 ceo.lacounty.gov

**CHIEF EXECUTIVE OFFICER**

Fesia A. Davenport

February 27, 2023

To: Supervisor Janice Hahn, Chair  
Supervisor Hilda L. Solis  
Supervisor Holly J. Mitchell  
Supervisor Lindsey P. Horvath  
Supervisor Kathryn Barger

From: Fesia A. Davenport  
Chief Executive Officer

**SEMI-ANNUAL REPORT ON TRANSFERS OF APPROPRIATION  
FISCAL YEAR 2022-23 (FIRST AND SECOND QUARTER)**

At the July 28, 1992 Board of Supervisors' (Board) meeting, the Chief Executive Officer (CEO) was instructed to provide quarterly reports on approved action budget adjustments for transfers of appropriations within budget units up to \$250,000 per quarter. Subsequently, at the August 26, 2016 meeting, the Board approved the submission of these reports on a semi-annual basis. On March 31, 2020, the Board authorized the CEO to approve action budget adjustments without monetary limitations as long as the overall appropriations of the budget unit are not increased to provide budgetary flexibility during the COVID-19 pandemic. The attached reports list those action budget adjustments for the first and second quarters of the fiscal year (Attachments I and II).

Should you have any questions regarding these transfers, please contact Yolanda Reyes at (213) 974-0841 or [yreyes@ceo.lacounty.gov](mailto:yreyes@ceo.lacounty.gov).

FAD:JMN:MM:YR:GS:cg

**Attachments**

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Budget Deputies



"To Enrich Lives Through Effective And Caring Service"

**APPROVED TRANSFERS OF APPROPRIATION  
(ACTION BUDGET ADJUSTMENTS)**

Attachment I

July 1, 2022 – September 30, 2022

<b>Budget Adjustment Number</b>	<b>Department/ Budget Unit</b>	<b>Description</b>	<b>Justification</b>
10	Agricultural Commissioner/Weights and Measures	Reflects the transfer of \$250,000 from Salaries and Employee Benefits to Capital Assets – Equipment.	Funds the purchase of vehicles as part of the Vehicle Replacement Plan.  The savings in Salaries and Employee Benefits is primarily due to vacancies and hiring delays.
12	Probation – Juvenile Institutions Services	Reflects the transfer of \$1,957,000 from Salaries and Employee Benefits to Capital Assets – Equipment.	Funds the purchase of equipment for the closed-circuit television project at Barry J. Nidorf Juvenile Hall.  The savings in Salaries and Employee Benefits is primarily due to vacancies and attrition.
15	Public Defender	Reflects the transfer of \$6,000 from Salaries and Employee Benefits to Capital Assets – Equipment.	Funds the purchase of a refrigerator as part of the Hall of Records sixth floor renovation project.  The savings in Salaries and Employee Benefits is primarily due to vacancies and hiring delays.
18	Fire – Emergency Medical Services Budget Unit	Reflects the transfer of \$168,000 from Services and Supplies to Capital Assets – Equipment.	Funds the purchase of medical equipment used for training.

**APPROVED TRANSFERS OF APPROPRIATION  
(ACTION BUDGET ADJUSTMENTS)**

Attachment I

July 1, 2022 – September 30, 2022

<b>Budget Adjustment Number</b>	<b>Department/ Budget Unit</b>	<b>Description</b>	<b>Justification</b>
26	Health Services – Integrated Correctional Health Services	Reflects the transfer of \$500,000 from Salaries and Employee Benefits to Capital Assets – Equipment.	Funds the replacement of obsolete equipment needed for patient care.  The savings in Salaries and Employee Benefits is primarily due to vacancies.
32	Board of Supervisors	Reflects the transfer of \$300,000 from Services and Supplies to Capital Assets – Equipment.	Funds equipment to replace outdated server systems.
33	Regional Planning	Reflects the transfer of \$22,000 from Salaries and Employee Benefits to Capital Assets – Equipment.	Funds the purchase of equipment needed for network connectivity.  The savings in Salaries and Employee Benefits is primarily due to vacancies and top-step variance salary savings.

**APPROVED TRANSFERS OF APPROPRIATION  
(ACTION BUDGET ADJUSTMENTS)**

Attachment II

October 1, 2022 - December 31, 2022

<b>Budget Adjustment Number</b>	<b>Department/ Budget Unit</b>	<b>Description</b>	<b>Justification</b>
38	Assessor	Reflects the transfer of \$250,000 from Salaries and Employee Benefits to Other Charges (\$150,000) and Capital Assets - Equipment (\$100,000).	Funds the purchase of a printer and settlement costs.  The savings from Salaries and Employee Benefits is primarily due to vacancies.
39	Sheriff - Detective Services	Reflects the transfer of \$298,000 from Services and Supplies to Capital Assets - Equipment.	Funds the purchase of ten trucks and ten mobile radios for the Marijuana Eradication Program.
46	Fire - Administrative Budget Unit	Reflects the transfer of \$39,000 from Services and Supplies to Capital Assets - Equipment.	Funds the purchase of additional equipment needed for the VxRail system.
53	Board of Supervisors	Reflects the transfer of \$111,000 from Services and Supplies to Capital Assets - Equipment.	Funds the purchase of vehicles.
54	Arts and Culture - Arts Programs	Reflects the transfer of \$175,000 from Salaries and Employee Benefits to Services and Supplies.	Funds costs associated with the development of Land Acknowledgement and Land Access Policies.  The savings from Salaries and Employee Benefits is primarily due to top-step variance salary savings.
62	County Counsel	Reflects the transfer of \$30,000 from Services and Supplies to Capital Assets - Equipment.	Funds the purchase of IT hardware.

**APPROVED TRANSFERS OF APPROPRIATION  
(ACTION BUDGET ADJUSTMENTS)**

Attachment II

October 1, 2022 – December 31, 2022

<b>Budget Adjustment Number</b>	<b>Department/ Budget Unit</b>	<b>Description</b>	<b>Justification</b>
68	Regional Planning	Reflects the transfer of \$250,000 from Salaries and Employee Benefits to Services and Supplies (\$200,000) and Capital Assets – Equipment (\$50,000).	Funds consultant services associated with the Climate Action Plan Environmental Impact Report and increased costs for the purchase of vehicles.  The savings from Salaries and Employee Benefits is primarily due to vacancies and top-step variance salary savings.
72	Board of Supervisors	Reflects the transfer of \$54,000 from Services and Supplies to Capital Assets – Equipment.	Funds the purchase of a vehicle.
73	Board of Supervisors	Reflects the transfer of \$225,000 from Services and Supplies to Other Charges.	Funds indemnity litigation costs.
75	Public Works – Sativa Water System Fund	Reflects the transfer of \$1,244,000 from Services and Supplies to Other Charges.	Funds payoff of the loan from the County to Sativa Los Angeles County Water District.