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# 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](http://ceo.lacounty.gov)

### CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

February 6, 2024

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

From: Fesia A. Davenport *FAD*  
FAD (Feb 6, 2024 11:21 PST)  
Chief Executive Officer

### **REPORT BACK ON ESTABLISHING THE LOS ANGELES COUNTY PUBLIC-PRIVATE PARTNERSHIPS FOR FOOD EQUITY (ITEM NO. 24, AGENDA OF NOVEMBER 7, 2023)**

On November 7, 2023, the Board of Supervisors (Board) directed the Chief Executive Office (CEO), in consultation with the Chief Sustainability Office (CSO), Department of Public Health (DPH), and Department of Public Social Services (DPSS), and in consideration of the recommendations included in the June 14, 2023, report back "On the Future of Los Angeles County Food Equity Roundtable" to: a) Establish the Los Angeles County Office of Food Equity (OFE), which will support the Los Angeles County Food Equity Roundtable (Roundtable) and b) Report back to the Board in writing within 90 days regarding the structure, placement of the OFE, staffing plan, and a public-private cost-sharing budget of the OFE including the possibility of developing a plan for an innovative third-party administrator to support, develop, and operate the OFE.



## **Background**

On June 14, 2023, the CSO provided a report to the Board that included County departmental commitments to support the Roundtable's Strategic Plan and initial recommendations regarding a proposed OFE in the County. The key responsibilities highlighted for the OFE include helping to facilitate future County and Roundtable efforts, and maintain and build cross-sector partnerships, both in support of the Strategic Plan commitments and strategy implementation.

## **Action Steps**

The CEO has taken the following actions to establish the County OFE and maintain momentum towards continuing the work of the Roundtable and implementing the Strategic Plan:

- Met with and solicited feedback from departments and external partners involved in the food equity work to learn more about the work of the Roundtable, including the CSO, DPH, DPSS, LA Food Policy Council, and Annenberg Foundation.
- Reviewed the reports and work of the Roundtable and met with a number of departments and Roundtable members to develop initial models for the OFE's structure, placement, staffing plan, and budget. The most immediate priority identified is securing a third-party administrator (TPA) and determining its responsibilities.
- Identified requirements for securing a TPA who will be responsible for supporting, developing, and implementing strategies of the OFE, for the financial administration of the OFE's public-private cost-sharing model, and for hiring and retaining an Executive Director for the OFE among other responsibilities.
- Secured a commitment from Annenberg Foundation, California Community Foundation (CCF), and Weingart Foundation, the original funders of the County's Food Equity Roundtable pilot, to fund the salary of the Executive Director of the OFE for the first two years. Additionally, philanthropy, in general, is assessing what else they can do to continue momentum including advocacy and policy work, communications and raising awareness, and securing other funds for food-related issues.

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- Coordinating with the key County agencies participating in the Roundtable including CSO, DPH, and DPSS to determine County staffing needed to work with the OFE on supporting and helping implement its strategies.
- Meeting with Roundtable members and philanthropic partners on developing a budget for the OFE including identifying potential philanthropic funding for aspects of the OFE.

A further update on the status of the OFE will be provided to the Board by May 31, 2024.

Should you have any questions concerning this matter, please contact me or Carrie D. Miller at (213) 262-7823 or [cmiller@ceo.lacounty.gov](mailto:cmiller@ceo.lacounty.gov).

FAD:JMN:CDM  
JT:kdm

c: Executive Office, Board of Supervisors  
County Counsel  
Chief Sustainability Office  
Public Health  
Public Social Services



# Chief Executive Office.

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### CHIEF EXECUTIVE OFFICER

Fesia A. Davenport

June 17, 2024

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

From: Fesia A. Davenport   
Chief Executive Officer

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The CEO provided a report to the Board on February 6, 2024, outlining the initial actions taken to address the motion directives. This second report provides an update on establishing the third-party administrator, search for an executive director, preliminary County staffing resources, and budget considerations.



### OFE Public-Private Third-Party Administrator (TPA)

The OFE is envisioned to be a public-private partnership that focuses on key food issues important to both County government and community partners. Finding a TPA was a key priority in establishing the OFE in order to effectively coordinate financial administration of the OFE's public-private cost-sharing model and maintain more flexibility and autonomy for OFE efforts. On April 19, 2024, California Community Foundation (CCF) was selected by the Roundtable as the TPA to serve as the fiscal intermediary and administrator to support, develop, and operate the OFE under the direction of the Roundtable. A Memorandum of Understanding is being finalized between the County and CCF to solidify this partnership.

### Executive Director of the OFE

As previously reported, the Annenberg Foundation, CCF, and Weingart Foundation committed two years of funding to hire an executive director of the OFE. In May 2024, the Roundtable circulated a job bulletin for the executive director position which closed on May 31, 2024. The executive director will be selected by the Roundtable and hired by the TPA. Once hired, they will work under the direction of the Roundtable in close partnership with County departments, private philanthropy, and other partners to implement the Roundtable's Action Plan and build upon its work to develop a sustainable and just food system.

### Preliminary County Staffing Resources for the OFE

As directed by the Board motion, the County will coordinate with the OFE executive director to identify staffing resources and provide lead contacts from appropriate County departments to provide support for implementing Action Plan strategies and the work of the Roundtable.

The three County departments participating in the Roundtable (CSO, DPH, and DPSS) have identified departmental leads who would serve as the OFE's dedicated points of contact. These leads will continue to help with providing information and support for implementing the Roundtable's Action Plan strategies and related projects. Additionally, the departments of Regional Planning and Public Works have also identified departmental leads to help move this forward.

### OFE Budget Considerations

The County and the Roundtable are continuing to explore potential funding options for the work of the OFE. The CEO is also assessing future funding for the OFE through the Board's policy to prioritize fiscal motions during the budget process.

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Recently, the CEO recommended the reallocation of \$14.539 million in American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds to further support the food equity work through the Community Food Resource Grant Program (\$10.514 million) and the County Grocery Voucher Program (\$4.025 million), which was adopted by the Board on May 15, 2024.

We will submit our next progress update to the Board by October 31, 2024.

Should you have any questions concerning this matter, please contact me or Carrie D. Miller, Branch Manager at (213) 262-7823 or [cmiller@ceo.lacounty.gov](mailto:cmiller@ceo.lacounty.gov).

FAD:JMN:CDM  
JT:kdm

c: Executive Office, Board of Supervisors  
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**Chief  
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**CHIEF EXECUTIVE OFFICER**

Fesia A. Davenport

October 23, 2024

To: Supervisor Lindsey P. Horvath, Chair  
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The CEO provided reports to the Board on February 6, 2024, and June 17, 2024, outlining actions taken to address the motion directives and updates on establishing the OFE. This report provides updates on establishing the OFE third-party administrator, hiring the director of the OFE, and County staffing resources.

#### Office of Food Equity Public-Private Third-Party Administrator (TPA)

The County is finalizing a Memorandum of Understanding (MOU) with Community Partners to establish the public-private partnership as envisioned for the OFE, and which would help facilitate ongoing cooperation and partnership between the Roundtable, County, and philanthropy in implementing the Roundtable's Food Equity Action Plan. Community Partners will act as the TPA to serve as the fiscal intermediary and administrator for the OFE to support, develop, and implement the Action Plan and work of the OFE under the direction of the Roundtable. Their responsibilities as TPA will include managing funding allocated to the OFE for providing services described in the Action Plan; hiring and compensating the executive director for the OFE who was selected by the Roundtable; and executing and administering grants and contracts with community organizations, partners, or other entities to implement the Action Plan, as directed by the Roundtable.

#### Director of the Office of Food Equity

In August 2024, the Roundtable selected an executive director of the new OFE. The Annenberg Foundation, California Community Foundation, and Weingart Foundation have committed two years of funding to retain the executive director who will be hired and compensated by the TPA. The executive director will work under the direction of the Roundtable in close partnership with County departments, private philanthropy, and other partners to implement the Roundtable's Action Plan and build upon its work.

#### County Staffing Resources for the Office of Food Equity

The County has identified and provided the Roundtable with a listing of departmental staffing resources to support the OFE in implementation of the Action Plan items and strategies. The County staffing plan identified representatives from 11 County departments, including the Chief Sustainability Office, Public Health, Public Social Services, Aging and Disabilities, Children and Family Services,

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Consumer and Business Affairs, Economic Opportunity, Library, Public Works, Regional Planning, and Youth Development, who will be responsible for addressing the implementation of Action Plan strategies and initiatives aligned with the department's core expertise.

Should you have any questions concerning this matter, please contact me or Carrie D. Miller at (213) 262-7823, or [cmiller@ceo.lacounty.gov](mailto:cmiller@ceo.lacounty.gov).

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