



County of Los Angeles
**CHIEF EXECUTIVE OFFICE
OPERATIONS CLUSTER**

WILLIAM T FUJIOKA
Chief Executive Officer

DATE: April 10, 2014
TIME: 1:00 p.m.
LOCATION: Kenneth Hahn Hall of Administration, Room 830

AGENDA

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting.
Three (3) minutes are allowed for each item.

1. Call to order – Santos H. Kreimann
 - A) **Board Letter – COUNTYWIDE CLASSIFICATION ACTIONS**
CEO Class/Comp – Steve Masterson or designee
 - B) **Board Letter – AUTHORIZATION TO EXTEND CONTRACT FOR THE RISK MANAGEMENT INFORMATION SYSTEM**
CEO Risk Mgmt. – Steve Robles or designee
 - C) **Board Letter – AGREEMENTS FOR SPECIAL LEGAL SERVICES – OFFICE OF INDEPENDENT REVIEW FOR PROBATION DEPARTMENT**
CEO Operations – Gevork Simdjian or designee
 - D) **Succession Planning and Workforce Development**
DHR – Lisa Garrett or designee
 - E) **Upcoming IT Items**
CIO – Richard Sanchez or designee
2. Public Comment
3. Adjournment



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>

WILLIAM T FUJIOKA
Chief Executive Officer

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Fifth District

May 6, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

COUNTYWIDE CLASSIFICATION ACTIONS (ALL DISTRICTS - 3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the tables of classes of positions and the departmental staffing provisions by reclassifying positions in various County departments.

IT IS RECOMMENDED THAT THE BOARD:

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to reclassify six (6) positions to implement results of classification studies in the departments of Chief Executive Officer, Children and Family Services, Internal Services, Mental Health, and Sheriff.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Board of Supervisors (Board) has requested submission of classification letters on a periodic basis throughout the year to facilitate consideration of classification and compensation recommended actions in a timely manner. Approval of these recommendations will provide the ordinance authority for County departments to implement the classification and compensation recommendations in this letter.

These recommendations will ensure the proper classification and compensation of positions based upon the duties and responsibilities assigned to these jobs as

performed by the incumbents (Attachment A). This is a primary goal of the County's classification and compensation system. Positions reclassified upward, downward and laterally are consistent with the class concepts of the proposed classifications.

These actions are recommended based upon generally accepted principles of classification and compensation. Furthermore, these actions are important in addressing departmental operational needs, and in maintaining consistency in personnel practices throughout the County. The proper classification and compensation of positions facilitates good business operations, and can reduce the number of costly personnel-related problems.

Reclassifications

There are six (6) positions in five (5) departments being recommended for reclassification (Attachment A). The duties, responsibilities and/or utilization of these positions have changed since the original allocations were made. The positions would be more appropriately classified in the recommended classes.

Implementation of Strategic Plan Goals

Your approval of the accompanying ordinance is consistent with the County Strategic Plan Goal 1 - Operational Effectiveness. Specifically, it will address the Service Excellence and Organizational Effectiveness Strategy to improve the quality of the workforce, to achieve departmental operational efficiencies, and to maintain consistency in personnel practices throughout the County.

FISCAL IMPACT/FINANCING

The projected budgeted annual cost for the six (6) positions that will be reclassified is estimated to total \$124,544 (all funds). Net County cost is estimated to be \$60,152. Cost increases associated with upward reclassification actions will be absorbed within the Board's adopted budget for each affected department. No additional funding is required.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

Appropriate consultations have been conducted with the impacted employee organizations regarding the recommended classification actions. The accompanying

The Honorable Board of Supervisors
May 6, 2014
Page 3

ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Your approval of these classification recommendations will enhance the operational effectiveness of the departments through the proper compensation of positions.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:BC:JA
SJM:AE:mmg

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Department of Human Resources
Affected Departments

RECOMMENDATIONS FOR POSITION RECLASSIFICATIONS**CHIEF EXECUTIVE OFFICER**

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Intermediate Typist-Clerk Item No. 2214A NMV 63G Represented	1	Application Developer II Item No. 2521A N2M 92L Represented
1	Program Specialist I, CEO Item No. 0815A NM 87A Non-Represented	1	Application Developer II Item No. 2521A N2M 92L Represented

The subject positions are assigned to the Multimedia, Cable and Telecommunications/ Web Development Unit and report to a Senior Manager, CEO. The positions are responsible for the design, programming, development, testing, implementing and enhancing components and complete systems related to the County web portal homepage and multiple other web applications for the department and the Board of Supervisors. The incumbents utilize various applications and programming language such as HTML, JavaScript, wordpress, and MySQL. Additionally, they develop or maintain existing websites, and create prototypes and layouts that require in-depth knowledge and technical skills in web programming and applications.

The duties and responsibilities of the subject positions are consistent with the classification standards of Application Developer II. Incumbents in this class analyze, design, evaluate, develop, code, test, and maintain application systems similar to those for the County web portal and Board offices websites. Therefore, we recommend an upward reclassification to Application Developer II.

RECOMMENDATIONS FOR POSITION RECLASSIFICATIONS (cont'd)**CHILDREN AND FAMILY SERVICES**

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Eligibility Worker II Item No. 9179A N3MW 68J Represented	1	Eligibility Worker III Item No. 9177A NMW 70J Represented

The subject Eligibility Worker II position is located in the Bureau of Finance and Administration, Revenue Enhancement Division and is responsible for referrals from Appeals Hearing Specialists. Specifically, the duties and responsibilities include reevaluating foster care eligibility based on new evidence; processing State Decisions, which involves initiating budget computations; and processing notices to initiate and/or terminate Aid Paid Pending transactions. Eligibility Worker II is a journey level classification responsible for making independent determinations of initial and continuing eligibility for applicants and program participants receiving public assistance. The performance of technically complex and specialized public program eligibility assignments in the area of fair hearing appeals is a critical aspect of the work performed by the subject position and is consistent with the definition and standards of Eligibility Worker III. Thus, we recommend the upward reclassification of the subject position to Eligibility Worker III.

RECOMMENDATIONS FOR POSITION RECLASSIFICATIONS (cont'd)**INTERNAL SERVICES**

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Section Manager, Information Technology, ISD Item No. 2578A NM 110E Non-Represented	1	Information Technology Specialist, ISD Item No. 2568A NM 110E Non-Represented

The subject position will be assigned to the Information Technology Administration Division, Information Technology Service Executive Section and will be responsible for providing support for ITS service-level activities. The position will direct ITS-wide program activities including directing the review of all existing project management methodologies. The position will also direct and act as a consultant to management regarding the ITS Executive Management's Communication Planning program. The duties and responsibilities of the subject position are in line with the classification concept of the Information Technology Specialist, ISD. Incumbents in this class are responsible for directing or monitoring the work of project teams, acting as consultants to project managers, departmental management and customer management, or performing technical work in a special field of information technology. As such we recommend the lateral reclassification to Information Technology Specialist, ISD.

RECOMMENDATIONS FOR POSITION RECLASSIFICATIONS (cont'd)**MENTAL HEALTH**

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Public Information Assistant Item No. 1598A NM 77G Non-Represented	1	Head, Marketing and Communications Item No. 1595A NM 104B Non-Represented

The subject Public Information Assistant position is located in the Communications and Media Affairs Office and promotes key organizational services and programs to increase public awareness. The primary functions of the position include planning, assigning, and directing the work of staff engaged in public relations, marketing and communications activities; working with executive management to develop, implement, and evaluate communications plans and objectives for the department; coordinating all media inquiries; coordinating the research, development, and deployment of public relations and communications through various forms of media; maintaining publication content on departmental electronic data network; and, developing and monitoring the budget for the office.

The duties and responsibilities of the position meet the allocation standards for Head, Marketing Specialist. Positions in this class are responsible for developing, directing, implementing and managing a comprehensive integrated communications and marketing program designed to promote key organizational services and programs to increase public awareness. Therefore, we recommend the upward reclassification to this level.

RECOMMENDATIONS FOR POSITION RECLASSIFICATIONS (cont'd)**SHERIFF – MEDICAL SERVICES BUREAU**

No of Pos.	Present Classification	No of Pos.	Classification Findings
1	Dental Specialist Item No. 4767A N3MW 109C Represented	1	Senior Dentist Item No. 4766A N2MW 107J Represented

The subject Dental Specialist position is located at the Medical Services Bureau/Physician Group and reports to a Dental Director I. The position is responsible for supervising a dental staff comprised of one Supervising Dental Assistant, ten Dentists, and ten Dental Assistants. Duties include managing patient care related requests; planning, assigning, reviewing and evaluating the work of dental staff; training new employees and providing technical guidance to dental staff; preparing work schedules; and assisting in developing and revising dental-related departmental policies and procedures.

The level of work performed by the subject position is consistent with the classification concept of the Senior Dentist, a class that heads a small dental program at a County hospital or institution, or acts as first assistant to the head of a major dental program. Positions allocable to this class must exercise a considerable knowledge of the principals and practices of general dentistry in order to plan, assign, and evaluate the work of other dentists and sub-professional personnel or a dental laboratory. These positions also provide professional training or act as a technical consultant to professional dental staff. Therefore, we recommend the downward reclassification to Senior Dentist.

ANALYSIS

This ordinance amends Title 6 - Salaries of the Los Angeles County Code by adding and/or deleting and changing certain classifications and numbers of ordinance positions in the departments of Chief Executive Officer, Children and Family Services, Internal Services, Mental Health, and Sheriff.

JOHN F. KRATTLI
County Counsel

By: _____
RICHARD D. BLOOM
Principal Deputy County Counsel
Labor & Employment Division

RDB:

ORDINANCE NO. _____

An ordinance amending Title 6 - Salaries of the Los Angeles County Code relating to the addition, deletion, and/or changing of certain classifications, and number of ordinance positions in various departments to implement the findings of classification studies.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Section 6.50.010 (Department of The Chief Executive Officer) is hereby amended to add the following class and number of ordinance positions:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>2521A</u>	<u>2</u>	<u>APPLICATION DEVELOPER II</u>

SECTION 2. Section 6.50.010 (Department of the Chief Executive Officer) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2214A	9 <u>8</u>	INTERMEDIATE TYPIST-CLERK
0815A	44 <u>13</u>	PROGRAM SPECIALIST I,CEO

SECTION 3. Section 6.53.010 (Department of Children and Family Services) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
9179A	-450 <u>449</u>	ELIGIBILITY WORKER II
9177A	4 <u>2</u>	ELIGIBILITY WORKER III

SECTION 4. Section 6.81.010 (Internal Services Department) is hereby amended to change the number of ordinance positions for the following classes:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
2568A	409 <u>110</u>	INFO TECHNOLOGY SPECIALIST,ISD
2578A	-44 <u>40</u>	SECTION MGR,INFO TECHNOLOGY,ISD

SECTION 5. Section 6.86.010 (Department of Mental Health) is hereby amended to delete the following class and number of ordinance position:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
1598A	4	PUBLIC INFORMATION ASSISTANT

SECTION 6. Section 6.86.010 (Department of Mental Health) is hereby amended to add the following class and number of ordinance position:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>1595A</u>	<u>1</u>	<u>HEAD,MARKETING AND COMMUNICATIONS</u>

SECTION 7. Section 6.120.017 (Sheriff – Medical services bureau) is hereby amended to delete the following class and number of ordinance position:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
4767A	4	DENTAL SPECIALIST

SECTION 8. Section 6.120.017 (Sheriff – Medical services bureau) is hereby amended to add the following class and number of ordinance position:

ITEM NO.	NO. OF ORDINANCE POSITIONS	TITLE
<u>4766A</u>	<u>1</u>	<u>SENIOR DENTIST</u>

SECTION 9. Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

[RECLASSAPR2014ABCEO]



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>

WILLIAM T FUJIOKA
Chief Executive Officer

DRAFT

April 29, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

AUTHORIZATION TO EXTEND CONTRACT FOR THE RISK MANAGEMENT INFORMATION SYSTEM (ALL DISTRICTS – 3 VOTES)

CHIEF INFORMATION OFFICER RECOMMENDATION:

APPROVE (X) APPROVE WITH MODIFICATIONS () DISAPPROVE ()

SUBJECT

This recommendation by the Chief Executive Office (CEO) and County Counsel seeks the Board's approval of Amendment No. 6 to Contract No. 73275 with Risk Technologies, Inc. (RTI), for maintenance and repair services of the Risk Management Information System (RMIS), to extend the term of the Contract, effective June 9, 2014, for a period of one (1) year through June 9, 2015, with two (2) additional one-year options that may be exercised under the sole discretion of the County of Los Angeles (County).

JOINT RECOMMENDATION WITH COUNTY COUNSEL THAT THE BOARD:

1. Approve and instruct the Chairman to sign the attached Amendment to extend Contract No. 73275 with RTI for an additional term of one (1) year beginning June 9, 2014, and continuing through June 9, 2015, at a yearly cost of \$778,958 for maintenance, plus cost for any work orders. Such Amendment will also provide for two (2) additional one-year options to be exercised under the sole discretion of the County, and will authorize a total of \$2,984,613 in maintenance and repair and work order costs, should all options be exercised and additional work orders be required.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

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2. Increase the total contract authority from a cost of \$15,000,000 to \$17,000,000 which includes increased maintenance and repair costs for any Contract extensions, and any work order costs that may be needed.
3. Delegate authority to the Chief Executive Officer and County Counsel, as joint Program Directors, to extend Contract No. 73275 for two, one-year options, if needed, for the period of June 10, 2015 through June 10, 2016 and June 11, 2016 through June 11, 2017.
4. Delegate authority to the Chief Executive Officer and County Counsel, as joint Program Directors, to terminate for convenience Contract No. 73275 when it is appropriate to do so.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In approving the recommended actions, the County will continue to receive uninterrupted RMIS services for the period. Without the extensions, this Contract will expire on June 8, 2014.

In late 2011, County Counsel began implementation of an e-billing system, CT Tymetrix T360, which interfaces with RMIS to provide streamlined processing and enhanced cost-control tools for attorney billings.

The CT Tymetrix T360 Contract included an option for "matter management" functionality, which appears to have the capacity to replace RMIS functionality. County Counsel and the CEO Risk Management Branch exercised the "matter management" option in the CT Tymetrix T360 Contract, which, when implemented, should provide lower-cost services and would be a replacement for the current RMIS system.

As of February 2014, the "matter management" option with CT Tymetrix T360, which is expected to be near completion, still requires some development and will need to undergo testing before final system acceptance. Given that the County will be entering the end of the period for Fiscal Year 2013-14 shortly, when launching a new system may be problematic, an extension to the RMIS contract is needed to bridge that period. The extension, and the exercise of any additional optional years, if needed, will also afford sufficient time to train users, migrate data, and test all functions with a confidence level to terminate the RTI contract at a future date.

Extending the current Contract with RTI will thus allow the CEO and County Counsel to fully test and implement the CT Tymetrix T360 "matter management" system. Once the CT Tymetrix T360 matter management system is fully functional and accepted by CEO and County Counsel, Contract No. 73275 will be terminated.

It is expected that the CT Tymetrix T360 matter management system will interface with a future system contemplated by the CEO Risk Management Branch. Over the last six months, the CEO Risk Management Branch analyzed claims management and risk information needs across all of its functional areas (workers' compensation, general liability, auto liability, small claims, and disability management). The analysis included a Request for Information (RFI) released on July 15, 2013, which resulted in a number of viable responses indicating the ability to enhance the County's claims management functions across all functional areas. Accordingly, CEO Risk Management Branch plans to issue a single Request for Proposals (RFP) to include comprehensive claims management functions across all functional areas. As the matter management function in CT Tymetrix T360 represents one of many functions of a comprehensive claims management system, in the event it is working satisfactorily at the time the comprehensive claims management system contemplated by CEO is implemented, the matter management function can be interfaced with the new system.

As of February 28, 2014, of the \$15,000,000 currently authorized for this Contract, \$13,723,535 has been expended. By June 8, 2014, when the Contract is currently set to expire, we anticipate a total expenditure of \$14,015,387.

As such, the increase in the total contract authority from \$15,000,000 to \$17,000,000 is needed to allow for RMIS services to continue during the renewal term(s). The anticipated cost for the additional extensions for maintenance and repair services is \$778,958 per year, and if all options are exercised through June 11, 2017, will cost \$2,336,874. The \$778,958 yearly maintenance cost reflects a negotiated five (5) percent reduction from existing maintenance rates, with no reduction in RTI's current contract requirements to provide the same levels of service. Further, additional funds in the amount of \$647,739 are needed to cover work orders that may arise.

Implementation of Strategic Plan Goals

The services provided under this Contract support the County's Strategic Plan Goal One, Operational Effectiveness, by providing a centralized claim and litigation database that the CEO, County Counsel, County departments, and County third-party administrators utilize to improve the effectiveness of Countywide risk management and litigation activities.

FISCAL IMPACT/FINANCING

Funding for system upgrade projects and maintenance and support have been included in the Insurance Budget for Fiscal Year 2013-14 and will be included in the Proposed Budget for Fiscal Year 2014-15.

In Contract year 2012-13, the CEO expended \$860,165 for maintenance and \$176,594 for work orders.

FACTS AND PROVISIONAL/LEGAL REQUIREMENTS

On March 6, 2001, the Board approved the Contract with RTI to procure and maintain RMIS and authorized the CEO to execute up to six (6) annual Contract renewal options. On March 1, 2005, the Board approved Amendment No. 2 to the Contract and instructed the CEO and County Counsel, as joint Program Directors, to seek the Board's approval before executing each annual renewal option for enhanced maintenance services, and to provide justification for the renewal, based upon outcome measurement methodology. On September 8, 2009, the Board authorized the CEO to execute Amendment No. 3, which added two (2) additional annual renewal options to the Contract as part of the contract extension/cost reduction initiative. On November 13, 2012, the Board approved Amendment No. 4, which extended the Contract for another year and six months. The current term expires on June 8, 2014 and, upon the Board's approval of the Contract extension, the Contract will be extended from June 9, 2014 to June 9, 2015, with two one-year options to extend through June 11, 2017.

In October 2009, the CEO and County Counsel worked together to successfully implement the departmental reporting functions of the Cognos-based Online Risk Business Intelligence Tool (ORBIT) to distribute claims-related reports to all County departments on a monthly basis. The CEO and County Counsel continue to work closely to report to the Board information concerning claims and litigation.

As noted earlier, the CEO and County Counsel agreed to implement the CT Tymetrix T360's "matter management" functions as a replacement for the current RMIS. The "matter management" option consists of various work orders, which were anticipated to be completed by the second quarter of Fiscal Year 2013-14, but at the time of this letter have not yet been fully completed.

Extension of the RMIS Contract assures that during the execution of this solution, uninterrupted services are provided through the current RMIS system. The CEO and County Counsel anticipate that a period of one (1) year with an option of two (2) one-year extensions will be adequate for the County to test, implement, and accept the selected solution.

From March 6, 2001 through February 28, 2014, the CEO has spent a total of \$13,723,535 on RMIS, including system startup, system implementation, maintenance, support, upgrades, and modifications. Total anticipated contract expenditures through June 8, 2014, including work orders in progress, is \$14,015,387. The cost for this extension period will be \$2,984,613 for maintenance and support plus the costs of any outstanding and needed modifications/upgrades.

IMPACT ON CURRENT SERVICES

There is no impact on current services. Extension of this contract will ensure uninterrupted continuation of critical services to the CEO, County Counsel, County departments, and County third-party administrators, through June 11, 2017, if all renewal options are exercised. The Chief Information Officer recommends approval of the actions (See Attachment I).

CONCLUSION

Upon approval by the Board, please return two signed originals of the Amendment and one adopted copy of this letter to the CEO Risk Management Branch, attention Steven Robles, County Risk Manager.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

JOHN F. KRATTLI
County Counsel

Reviewed by:

RICHARD SANCHEZ
Chief Information Officer

WTF:JFK:BC
STR:RLC:tv

Attachments (2)

c: Executive Office, Board of Supervisors
Auditor-Controller

ATTACHMENT I

CIO ANALYSIS

PENDING

**RISK MANAGEMENT AND CLAIMS INFORMATION SYSTEM (RMIS) CONTRACT
AGREEMENT NO. 73275**

AMENDMENT NO. 6

This Amendment No. 6 ("Amendment No. 6") is entered into by and between the County of Los Angeles ("COUNTY") and Risk Technologies, Inc. ("CONTRACTOR") and amends that certain County Agreement number 73275, dated March 6, 2001 for a Risk Management and Claims Information System, as amended by that Amendment No. 1, dated as of July 16, 2002; Amendment No. 2 dated as of December 14, 2004; Amendment No. 3 dated January 14, 2010; Amendment No. 4, dated November 13, 2012; and Amendment No. 5, dated September 30, 2013.

WHEREAS, COUNTY and CONTRACTOR mutually agree it is in their interests to extend the term of this Agreement by an additional Renewal Term(s) of one year with two (2) additional one-year options; and

WHEREAS, the COUNTY and CONTRACTOR mutually agree that it is beneficial to reduce the annual fee for maintenance and repair services.

NOW, THEREFORE, in consideration of the mutual benefits derived therefrom, it is agreed between COUNTY and CONTRACTOR that Agreement No. 73275 shall be amended as follows:

1. This Amendment No. 6 shall come into full force and effect on June 9, 2014 ("Amendment No. 6 Effective Date").
2. Section 4.4, Maintenance and Repair Services, Subsection 4.4.1, Term, is hereby deleted in its entirety and replaced with the following:

"4.4.1 Term

COUNTY and CONTRACTOR acknowledge that as of the Amendment No. 6 Effective Date, COUNTY has extended the term of this Agreement to add the Renewal Term of June 9, 2014 to and including June 9, 2015, to allow for continuing maintenance and repair services; and that the COUNTY may, through its Program Directors, exercise two (2) additional optional Renewal Terms of twelve (12) months from June 10, 2015 through June 10, 2016, and from June 11, 2016 through June 11, 2017, by providing written notice to CONTRACTOR within sixty (60) days prior to the expiration of the then-current term."

3. Section 4.4, Maintenance and Repair Services, Subsection 4.4.4.2 is hereby deleted in its entirety and replaced with the following:

"4.4.4.2 COUNTY and CONTRACTOR acknowledge that, during any of the Renewal Terms, COUNTY shall pay CONTRACTOR a not to exceed annual amount of Seven Hundred Seventy Eight Thousand, Nine Hundred Fifty Eight Dollars (\$778,958.00).

Upon the Amendment No. 6 Effective Date, COUNTY will pay CONTRACTOR, in arrears, monthly installments of Sixty Four Thousand, Nine Hundred Thirteen Dollars and Sixteen Cents (\$64,913.16) for the remainder of any such Renewal Term.

Following each month for which maintenance and repair services are rendered, CONTRACTOR shall submit an invoice to COUNTY, in accordance with Section 8.2 (Payments for Other Services), which qualitatively identifies those maintenance and repair services provided during the month for which the invoice is submitted. Upon receipt of each monthly invoice, COUNTY will institute a ten percent (10%) payment withhold, pending confirmation by COUNTY that those services described in each invoice were satisfactorily provided.

During any month of any Renewal Term, in lieu of the monthly installments for maintenance and repair services set forth above, COUNTY may elect to receive maintenance and repair services on a time-and-materials basis, at the hourly rates set forth in Exhibit E, Maintenance Fee Schedule, up to the installment amount described above for that month."

4. Section 5.0, TERM, Subsection 5.1, paragraph one (1), is hereby deleted in its entirety and replaced with the following:

"5.0 TERM

- 5.1 The term of this Agreement shall commence upon the Effective Date and shall extend to and including June 9, 2015, unless sooner terminated or later extended, in whole or in part; as provided in this Agreement."

6. Section 7.0, CONTRACT SUM, Subsection 7.2 is hereby deleted in its entirety and replaced with the following:

"7.2 Notwithstanding any provision to the contrary, expressly or by implication, the Contract Sum for this Agreement authorized by COUNTY hereunder, including, without limitation, all applicable taxes, shall not exceed Seventeen Million Dollars (\$17,000,000.00) and will be comprised of the amounts set forth below. The parties acknowledge that, as of the Amendment No. 6 Effective Date, approximately Fourteen Million, Fifteen Thousand Three Hundred Eighty Seven Dollars (\$14,015,387.00) has been earned and paid under this Agreement, and the remainder of Two Million, Nine Hundred Eighty Four Thousand, Six Hundred Thirteen Dollars (\$2,984,613.00) is hereby authorized as set forth below.

(A) Two Million, Three Hundred Thirty Six Thousand, Eight Hundred Seventy Four Dollars (\$2,336,874.00) payable as set forth in Section 4.4, Maintenance and Repair Services, Subsection 4.4.4.2.

(B) Six Hundred Forty Seven Thousand, Seven Hundred Thirty Nine Dollars (\$647,739.00) for Work Orders for data conversion work, modifications, integration, system migration and enhancements requests, if any, for the System at a blended rate of \$175/hour."

7. Exhibit E, MAINTENANCE FEE SCHEDULE, is hereby deleted in its entirety and replaced with the attached Exhibit E.2, Maintenance Fee Schedule.

8. CONTRACTOR hereby represents and warrants that the person executing this Amendment No. 6 for CONTRACTOR is an authorized agent who has actual authority to bind CONTRACTOR to each and every term, condition, and obligation of this Amendment No. 6 and that all requirements of CONTRACTOR have been fulfilled to provide such actual authority.

9. Except for the changes set forth herein above, this Agreement shall not be changed in any other respect by this Amendment No. 6.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 6 to be executed on its behalf by its duly authorized officers.

COUNTY OF LOS ANGELES

RISK TECHNOLOGIES, INC.

By: _____
William T Fujioka
Chief Executive Officer

By: _____
Name: _____
Position: _____

Date: _____

Date: _____

By: _____
John F. Krattli
County Counsel

Date: _____

APPROVED AS TO FORM:

JOHN F. KRATTLI, County Counsel

Truc L. Moore
Senior Deputy County Counsel

EXHIBIT E.2

MAINTENANCE FEE SCHEDULE

Maintenance and Repair Services:

For the Renewal Term of June 9, 2014 through and including June 9, 2015:

\$778,958.00 for twelve (12) months, to be paid in monthly increments of \$64,913.16 each in arrears.

Time and Materials:

TITLE	HOURLY RATE
Senior Project Executive	\$185
Project Director	\$162
Project Manager	\$162
Lead Developer	\$139
Database Administrator	\$139
Developer	\$139
Business Analyst	\$70

Other Work

Data conversion work, modifications, integration, system migration and enhancements requests, if any, for the System, will be performed at a blended rate of \$175/hour.



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

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Fourth District
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Fifth District

April 22, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

AGREEMENTS FOR SPECIAL LEGAL SERVICES – OFFICE OF INDEPENDENT REVIEW FOR PROBATION DEPARTMENT (ALL DISTRICTS AFFECTED) (3 VOTES)

SUBJECT

This is a recommendation to terminate the existing Agreements with Office of Independent Review attorneys for the Probation Department and concurrently enter into a separate agreement with the Chief Attorney of the Office of Independent Review for the Probation Department.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chairman of the Board to sign the attached Agreement for Special Legal Services with Cynthia Hernandez, to fill the Chief Attorney position for the Office of Independent Review for the Probation Department, commencing May 1, 2014 and terminating June 30, 2017, with a total base annual compensation amount not to exceed \$207,930 plus actual and necessary expenses incurred.
2. Delegate authority to the Chief Executive Officer to execute all amendments to the Agreement for Special Legal Services with Cynthia Hernandez that are necessary to implement Board directives regarding the functions and scope of services of the Office of Independent Review for the Probation Department.

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only**

3. Approve and instruct the Chairman of the Board to sign the attached Amendment Number Three to Agreement Number 77426 with Cynthia Hernandez to terminate Agreement Number 77426 in its entirety, effective April 30, 2014, to allow Cynthia Hernandez to now serve as Chief Attorney of the Office of Independent Review for the Probation Department pursuant to a separate agreement for services.
4. Approve and instruct the Chairman of the Board to sign the attached Amendment Number Three to Agreement Number 77423 with Robert Miller to terminate Agreement Number 77423 in its entirety, effective April 30, 2014, to allow Robert Miller to serve as Assistant Inspector General.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Your Board has endorsed the concept of utilizing the Office of Independent Review (OIR) to ensure that the allegations of intradepartmental misconduct in the County of Los Angeles Sheriff's Department (LASD), including those which constitute criminal conduct, are investigated and reviewed in a fair, thorough, and impartial manner. In 2001, 2004, 2007, and 2010, legal services agreements were executed for three year terms with various attorneys to perform services for OIR.

On August 10, 2010, your Board unanimously voted to approve an amendment to the existing Agreement Number 76349 for Special Legal Services with the Chief Attorney of OIR to expand the functions of OIR to include performance of a full-time investigative review of the Probation Department (Probation) and a limited, one-time assessment of the investigative functions of the Department of Children and Family Services (DCFS).

Robert Miller currently serves as the lead OIR attorney (Deputy Chief Attorney) for Probation, and Cynthia Hernandez currently serves as the OIR Attorney for Probation. Robert Miller has been hired by the County to serve as the future Assistant Inspector General. As such, we are recommending termination of Robert Miller's current OIR agreement, which expires on June 30, 2014, to allow for his County service as Assistant Inspector General.

As requested by the Chief Probation Officer, we are recommending approval of the attached Agreement for Special Legal Services (Agreement) with Cynthia Hernandez, who will fill the vacancy left by Robert Miller and will now serve as Chief Attorney of OIR for Probation. Because Cynthia Hernandez is currently serving in the capacity as OIR Attorney for Probation, we are also recommending termination of her current agreement, which expires June 30, 2014, to allow for her contracted service as Chief Attorney of OIR for Probation.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

This action supports the County's Strategic Plan Goal 1: Operational Effectiveness; Maximize the effectiveness of the process, structure and operations to support timely delivery of customer-oriented and efficient public service. The specialized legal services provided by OIR for Probation will help enhance the County's ability to protect the well-being and safety of its citizens, clients, and employees.

FISCAL IMPACT/FINANCING

The proposed Agreement provides that the Chief OIR Attorney is paid a total base annual compensation amount of \$207,930, plus actual and necessary expenses incurred. Sufficient funding is included Probation's budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The term of the Agreement shall commence May 1, 2014 and shall terminate on June 30, 2017. The expiration date of the Agreement runs concurrent with the end of the fiscal year. Either party may terminate the Agreement, for any or no reason whatsoever, by giving the other party no less than thirty calendar days advance written notice of such termination.

Under the Agreement, OIR for Probation's key responsibilities include but are not limited to: (1) providing periodic status reports on selected investigations, uses of force, the disciplinary process, and reviews of significant matters within the purview of the OIR; (2) assisting in the initiation, structuring, and development of ongoing internal investigations conducted by Probation's Professional Standards Bureau and any such other investigation falling within the purview of the OIR to ensure that investigations are complete, effective and fair; (3) participating, as necessary and appropriate, in ongoing investigations including interviewing witnesses, responding to crime scenes, and reviewing tangible evidence and relevant documentation, (4) Monitoring ongoing investigations and reviewing completed investigations conducted by Probation's 's Professional Standards Bureau as it relates to ensure that content, disposition and discipline are appropriate; and (5) monitoring and making recommendations about direction, disposition, discipline, and corrective action throughout the disciplinary process for all matters falling within the purview of OIR.

Under the Agreement, the Chief Attorney receives a base annual compensation: amount of \$207,930. The Chief Attorney shall also receive reimbursement for actual and necessary expenses incurred. The base annual compensation amount is based

upon the expectation that the time devoted to County services by the Chief Attorney will be comparable to the time a full-time County employee is expected to devote to the County. The Agreement provides for a discretionary increase in annual compensation in the event that your Board approves a general percentage salary adjustment for County employees in any given year.

The County agrees to provide the Chief Attorney with office space, equipment, a vehicle, and staff support and assistance as set forth in the Agreement. Probation will utilize an additional OIR attorney and an investigator for comprehensive oversight, as well as one support staff. When the vacancies are filled, a recommendation for approval to fill the vacancies of the OIR attorney and investigator will be submitted to your Board.

In consideration of the benefit to the County of the specialized legal assistance and independent review services to be provided by the Chief Attorney under the Agreement, the County agrees to indemnify, defend, and hold the Chief Attorney harmless from claims of liability resulting from acts and omissions of the Chief Attorney in the performance of services provided within the scope of services required pursuant to the Agreement, to the same extent as if the Chief Attorney was a County employee under California Government Code section 995 *et seq.*

Pursuant to California Government Code Section 31000, the Board has the authority to contract for specialized services to assist the Chief Probation Officer in the performance of his duties.

County Counsel has approved the attached Agreement and amendments as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the proposed Agreement with the Chief Attorney of OIR for Probation will ensure uninterrupted provision of this critical function and service.

CONCLUSION

Upon approval by your Board, please return one stamped adopted copy of the letter with a stamped adopted copy of the Agreement and each termination amendment to:

1. Chief Executive Office
Attention: Georgia Mattera, Senior Assistant Chief Executive Officer
500 West Temple Street, 7th Floor
Los Angeles, CA 90012

Honorable Board of Supervisors
April 22, 2014
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2. Office of the County Counsel
Attention: Roger Granbo, Assistant County Counsel
500 West Temple Street, 6th Floor
Los Angeles, CA 90012

3. Probation Department
Administrative Services
Attention: Kym Vieira, Administrative Deputy
9150 East Imperial Highway
Downey, CA 90242

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:GS:
LG:cg

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Probation

Board IT Agenda Items

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
ISD	Purchase of Computer Equipment	Request for approval to acquire computer equipment and telecommunications equipment to meet the needs of County departments and request approval of the attached appropriation adjustment. Funding Source: LAC-CAL Financing over 5 years and ISD budget appropriation adjustment Existing Agreement: N/A	\$2,946,742	Operations	N/A	4/8/2014
CIO	Amendment 5 to Oracle MSA	Amend the Oracle MSA Agreement in order (i) to provide for a 1-year term extension through February 19, 2015 and one additional 1-year optional extension through February 19, 2016, the first upon execution of this Amendment No. 5 and the second by delegated authority granted to County's CIO; and (ii) to obtain the delegated authority to add and/or update during the term of the Agreement County required terms and conditions. Funding Source: Operating Budgets of individual County Departments that have Work Orders executed under the approved MSA Existing Agreement: 76043	\$3M per year	Operations	Extended for 1 year with one additional 1-year extension option	4/8/2014
ASSR	Agreement with Solaray, LLC., for Enterprise Architect	Sole Source Agreement with Solaray, LLC., for Enterprise Architect. Funding Source: Assessor's FY 2014-15 Operating Budget Existing Agreement: N/A	\$290,000	Operations	One year	4/15/2014
DHS	Amendment No. 5 to Agreement with Philips Healthcare and Successor Agreement with Fujifilm Medical Systems	Amendment No. 5 to Agreement with Philips Healthcare to extend Agreement for the period of January 1, 2015 through December 31, 2019, for medical equipment maintenance and support, software maintenance and support for Xcelera and professional services. Successor Agreement with Fujifilm Medical Systems for the period of July 1, 2014 through June 30, 2021 for the provision of preventative equipment maintenance, software maintenance and support, and professional services. Funding Source: DHS FY 2014-15 Operating Budget Existing Agreement: H701585 (Philips)	\$7.1M/yr. for Philips / \$1.950M (first year) + \$1.984M (subsequent years) for Fujifilm	Health & Mental Health Services	5 years (Philips) / 7 years (Fujifilm)	5/6/2014

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
CIO	Approval of Revisions to Board IT Security Policies 6.100-6.112	<p>All of the Board's Information Technology (IT) Security Policies has been revised to address currency and technology evolution. Some of the major revisions to highlight are: consistent use of language, newly defined terms, appropriate use of technology, further clarification of the Countywide Information Security Program, and support of recent IT capabilities in the area of mobile and portable devices (i.e., County-owned only), internet, social media, and internet storage websites.</p> <p>Approx. Board Date: TBD Funding Source: N/A Existing Agreement: N/A</p>	\$0	Operations	N/A	5/6/2014
DCFS	Amendment Number One to Contract Number 77253 with International Business Machines Corporation for Continued Technical Support for Child Welfare System/Case Management System	<p>Requesting 1) 14 month term extension effective October 1, 2014, through November 30, 2015, with four one-year renewal periods through November 30, 2019 for continued technical support to maintain CWS/CMS at DCFS; and 2) delegated authority to exercise the renewal options.</p> <p>Funding Source: Federal Title IV-E, State, and NCC Existing Agreement: 77253</p>	\$775,000	Children & Families Well-being, Health & Mental Health Services	14 months with four one-year options	9/2/2014
CIO	Microsoft Office 365 Enterprise Agreement	<p>Requesting approval to purchase Microsoft Office 365 Enterprise licenses through a competitive solicitation under the statewide CCISDA agreement, together with professional services under the existing Microsoft Master Services Agreement (Microsoft MSA) to assist with deployment of those licenses.</p> <p>The Microsoft 365 Enterprise Agreement (EA) will (i) consolidate the existing 15 departmental EAs into a single County Master Agreement for MS Office 365 and (ii) bring all departments up to a common current office productivity software release level.</p> <p>Approx. Board Date: TBD Funding Source: Each County Department's Operating Budget, prorated by user count Existing Agreement: N/A</p>	TBD	Operations	5 years	

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
ARTS COMM	Ticketing and Donor Relations System from Ticketsage, Inc. for the Ford Theatres	<p>This Agreement is for a Ticketing, Donor Relations and Marketing System for the Ford Theatres.</p> <p>Approx. Board Date: TBD Funding Source: Arts Comm. FY 2014-15 Operating Budget Existing Agreement: N/A</p>	\$170,000	Health & Mental Health Services, Operations	4 years, with 3 1-year options	
DRP	Electronic Permit and Inspection Management (EPIC-LA) System	<p>Award a two-year contract to Tyler Technologies Inc. to provide a commercial-off-the-shelf (COTS) solution for the (EPIC-LA) Implementation Project.</p> <p>Approx. Board Date: TBD Funding Source: DRP FY 2013-14 Operating Budget Existing Agreement: N/A</p>	\$1.5 M	Operations	2 years	
CIO/CEO/DHS/DMH & DCFS	Countywide Master Data Management (CWMDM)	<p>Implement a Master Data Management solution for the entire County, to include:</p> <ol style="list-style-type: none"> 1. Development and maintenance of a catalog of enterprise data objects. (Data entities, Authoritative sources, Attributes, Values, Access control and policies). 2. Development and maintenance of a catalog of existing system interfaces. 3. Development of policies for enterprise information management. 4. Building of an Enabling Infrastructure (shared service) for enterprise information management, including Master Data Management; Enterprise Messaging and Service Bus; and Data Analytics. <p>Approx. Board Date: TBD Funding Source: ITF, CEO IT Fund, and PIF Existing Agreement: N/A</p>	TBD	Operations	TBD	
LASD	Multimodal Biometric Identification System (MBIS)	<p>Development of an automated biometric identification system to replace current Cogent system.</p> <p>Approx. Board Date: TBD Funding Source: RAND Board Existing Agreement: N/A</p>	TBD	Public Safety	TBD	

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
CIO	Enterprise IT Security and Privacy Awareness Training Content	<p>Acquisition, content customization, and implementation of the enterprise IT Security and Privacy Awareness training content for use in the County's Learning Net (or Library Management System - LMS). This training content includes HIPAA/HITECH, security best practices, etc. to support Board Policy # 6.111 Security Awareness Training.</p> <p>Approx. Board Date: TBD Funding Source: ITF Existing Agreement: N/A</p>	\$240,000	Operations	N/A	