



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

WILLIAM T FUJIOKA
Chief Executive Officer

DATE: June 6, 2013
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 – Gevork Simdjian
 - A) **Board Letter – EMPLOYEE RELATIONS COMMISSION RESTRUCTURING**
CEO/BOS – William T Fujioka and Sachi Hamai or designee(s)
 - B) **Board Letter – TRANSFER OF FUND BALANCE**
LACMA – Michael Govan or designee
 - C) **Risk Management Presentation**
County Counsel – John Krattli or designee
 - D) **Upcoming IT Items**
CIO – Richard Sanchez or designee
 - E) **eCAPS/eHR Update**
Auditor-Controller – Wendy Watanabe or designee
2. Public Comment
3. Adjournment



WILLIAM T FUJIOKA
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>

"To Enrich Lives Through Effective And Caring Service"

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Fifth District

June 18, 2013

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

Dear Supervisors:

**EMPLOYEE RELATIONS COMMISSION RESTRUCTURING
(ALL DISTRICTS - 3 VOTES)**

SUBJECT

This letter and the accompanying ordinance amendments restructure the three member Employee Relations Commission (ERCOM). The Commission will be restructured so that one member will be appointed by the Board from a list of nominees submitted by the Chief Executive Officer (CEO), one member from a list of nominees submitted by a committee of the County's labor unions, and the third member will be appointed from a list of nominees jointly recommended by the CEO and the labor unions. The compensation of the ERCOM commissioners will also be increased, in order to permit careful review of the sometimes complex labor issues that the Commission must decide.

IT IS RECOMMENDED THAT THE BOARD:

Approve the accompanying ordinance amendments establishing new procedures for appointing the three members of the Employee Relations Commission (ERCOM), changing ERCOM's role in arbitration, and compensating commissioners for work performed on behalf of ERCOM; and

Instruct the Auditor-Controller to make all payroll system changes necessary to implement the change in compensation for commissioners.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

This action will enhance the efficiency and professionalism of ERCOM.

Implementation of Strategic Plan Goals

The action recommended in this letter promotes workforce excellence by creating a more functional

structure for ERCOM, and providing sufficient resources to attract highly qualified labor relations professionals to serve on the commission.

FISCAL IMPACT/FINANCING

Actual expenditures will be determined by the number of hours commissioners will spend on activities for the Employee Relations Commission. Maximum increase in expenditures is \$140,000.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Employee Relations Commission (ERCOM) is the administrative body that governs labor relations for the County. ERCOM determines appropriate bargaining units, who will represent them, and what classifications will be represented in each unit. ERCOM also decides whether or not anyone has violated the Employee Relations Ordinance, and if so, how it should be remedied.

Currently the three members of the commission are appointed by the Board from a list of nominees jointly developed by County management and employee unions. ERCOM meets once monthly, and the members are paid \$112 for each meeting, for a total of approximately \$4,000 annually. Having to choose commissioners acceptable to all sides eliminates otherwise highly qualified candidates perceived as being too favorable to management or labor. The low level of compensation means that commissioners are discouraged from taking the time necessary to thoroughly research and analyze the issues before ERCOM. As a result, commissioners rely almost exclusively on the recommendations of the executive director for ERCOM, rendering the commission vulnerable to the weaknesses inherent when complex decisions are made by a single individual.

The proposed ordinance changes will fix the structural weaknesses of ERCOM. More qualified labor relations professionals will be available to serve on ERCOM, and the increased compensation will provide the incentive for them to devote the time necessary to do a creditable job. ERCOM will also give up its role in approving requests for arbitration, as this has become a pro-forma activity that consumes disproportionate time at ERCOM meetings. The county and unions will determine new procedures for deciding how grievances may proceed to arbitration.

The accompanying amendments have been approved as to form by the County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Implementation of this change is expected to improve efficiency in the provision of public services.

The Honorable Board of Supervisors

6/18/2013

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Respectfully submitted,

WTF:JA:RM

RA:mst

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

Draft

May 29, 2013

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:

**SUBJECT: MUSEUM OF ART: TRANSFER OF FUND BALANCE
(THIRD DISTRICT, 3 VOTES)**

The department requests that the balance in the Mabury Fine Art Fund be transferred to Museum Associates to streamline accounting and collections management functions.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Auditor-Controller to remit the fund balance in the Mabury Fine Art Fund (L07) to Museum Associates, which Museum Associates shall manage subject to the terms and conditions of the trust agreement wherein Museum Associates agreed to act as sole trustee of the fund.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTION

In 1939, the Estate of Paul R. Mabury ("Estate") designated Museum Associates as the sole trustee to manage, care for and display a collection of artwork known as the Mabury Fine Art Collection ("Collection"). The Collection consists of 80 Francisco Goya prints, among other items. It remains a part of the Museum's permanent collection, and is available for viewing worldwide, in their online collections database.

Also as part of this trust agreement between the Estate and Museum Associates, the Estate designated Museum Associates as sole trustee of a fine art fund ("Fund"). Pursuant to the trust agreement, income from the Fund was to be used exclusively for the support and maintenance of the Collection, and the principal of the Fund was to remain intact.

In 1940, concurrently with the designation of Museum Associates as the sole trustee of the Collection and Fund, Museum Associates entered into a separate agreement with the County for the County to manage the Fund. At the time, Museum Associates did not have legal authority to manage the museum and was not adequately staffed to manage a long-term gift, such as the Fund.

The agreement between Museum Associates and the County relating to the Fund provides that the County shall pay over the balance of the Fund to Museum Associates upon its

demand, and that Museum Associates shall thereafter manage the Fund under the same terms and conditions as set forth in the trust agreement between the Estate and Museum Associates. Additionally, Museum Associates and the County may agree to terminate the agreement and allow the Fund to revert to Museum Associates.

Museum Associates is now capable of managing this long-term gift, and desires to consolidate the Fund with its endowment to allow ready access to the Fund for maintenance of the Collection, and to streamline the management of the Fund.

The department therefore recommends that the County transfer the balance of the Fund to Museum Associates, subject to the original terms of the trust agreement between the Estate and Museum Associates.

As of December 31, 2012, the fund balance was \$31,925.34, of which \$24,649.66 is principal. A copy of the agreement between Museum Associates and the County is attached to this letter.

Implementation of Strategic Plan Goals

The recommended action supports Countywide Strategic Plan Goal Number 1, Operational Effectiveness, Strategies 1 and 2, by streamlining accounting operations. Further, the action supports the County's Goal 3, Community and Municipal Services, Strategy 1.a. by supporting collections management activities of the department.

FISCAL IMPACT/ FINANCING

None. The funds are restricted to use by the Museum of Art for the purposes stated above.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Museum Associates is authorized to operate and manage the Museum of Art pursuant to Chapter 2.92.020 of the County Code and certain contracts entered into between the County of Los Angeles and Museum Associates.

Section 5120 of the Public Resources Code allows your Board to exercise any power necessary and proper to promote the objects and purposes of the Museum.

The Auditor-Controller agrees with this request, contingent on your Board's approval.

CONTRACTING PROCESS

Not Applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Will streamline accounting practices.

CONCLUSION

Upon approval, instruct the Auditor-Controller to issue payment via wire transfer.

Respectfully submitted,

Michael Govan
Director

MG:kh

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor-Controller
Museum Associates

Attachment

COUNTY OF LOS ANGELES RISK MANAGEMENT OVERVIEW

DEPARTMENT NAME: OFFICE OF THE COUNTY COUNSEL

DATE: May 22, 2013

PURPOSE

As directed by the Board of Supervisors on February 21, 2012, this Risk Management Overview was developed to describe risks and trends in the Office of the County Counsel and the mitigation measures taken to address them.

DEPARTMENT RISK MANAGEMENT OVERVIEW

The County Counsel's Office acts as the legal advisor to the Board of Supervisors and County departments, commissions and other public offices and agencies. The Office is comprised of an administrative bureau and divisions that specialize in different areas of civil law and provide legal advice and representation to the County.

The Office's primary risk exposure arises out of work-related injuries, which result in the filing of workers' compensation claims. The majority of the claims are a result of bodily injuries due to trips, slips and falls, as well as cumulative trauma from repetitive motion injuries. Secondary to workers' compensation risks are those of a general liability and auto liability nature, which are historically very low in number.

The Office established a Risk Management Committee ("RMC") that addresses the management of internal loss control and risk exposure matters. The RMC is responsible for reviewing and analyzing risk management data, and recommending appropriate measures to minimize departmental exposure.

The day-to-day oversight and management of general, auto, and workers' compensation liability risk matters rests with the Department's Risk Management Coordinator, who also serves as the Safety Officer and supervises the Return-To-Work Unit. He is a member of the RMC and works with the CEO and other relevant agencies to manage departmental risk exposure.

The Office has analyzed the risks and trends in its operations and has developed mitigation measures to address them. In particular, the Office has assessed its primary exposure, which results from work injuries and the initiation workers' compensation claims, through a comprehensive office-wide training program and through an improved return-to-work process. Although the Office's exposure to general liability and automobile accidents is historically low, the department has nevertheless established Risk Management and Vehicle Accident Review committees to analyze specific incidents and make recommendations, if needed, to minimize any risks.

RISK MANAGEMENT COMMITTEES AND PERSONNEL

Risk Management Committee	Kirk Tays, Peggy Hodge, Irma Chairez, Rocio Bautista, and Richard Onibasa
Vehicle Accident Review Committee	Patrick Wu, Brian Chu, Melissa McCaverty, and Richard Onibasa
Risk Management Coordinator Name:	Richard Onibasa
Return-to-Work Coordinator Name:	Aaron Villarreal
Safety Officer/Coordinator Name:	Richard Onibasa

RISK ISSUES, TRENDS, MITIGATION AND MEASURES

Risk Issue No. 1
Issue: Workers' Compensation Liability
Trend: As with any office where repetitive clerical and secretarial duties are part of its essential functions, the highest frequency and incidents of workers' compensation claim liability arise from repetitive motion injuries, which in part are linked to ergonomic issues and poor body posture by employees. To address this risk and trend, the Office developed the mitigation measures outlined below.
Mitigation Measures: <ul style="list-style-type: none">• Conducted ergonomic evaluations for all newly-appointed employees and employees relocating to new work stations, and procured equipment/accessories as needed to ensure ergonomic issues were appropriately addressed.• Visually inspected all employees' workstations during Quarterly Facility Safety Inspections to identify possible ergonomic risk factors and addressed them with individual employees.• Conducted mandatory training for all employees on the Department's Ergonomic Program as an integral part of the implementation of the departmental Injury and Illness Prevention Program ("IIPP").• Implemented a Department-wide safety awareness program, with focus on ergonomic risk factors, using the County Counsel intranet website and the CEO/County employee union produced "Ergonomics-What Is In It For Me" video.• Trained supervisors on the Department's Accident Reporting and Investigation Program, and educated supervisors to identify ergonomic risk factors and to participate in the correction of such factors.• Posted the Department's Health and Safety policy and programs on the County Counsel intranet website to improve employee access to the resources.
Results: <ul style="list-style-type: none">• Increased awareness of ergonomic risk factors by employees.• Achieved a 50% reduction in ergonomic related workers' compensation claims in the FY 2011-12, compared to the previous year.• Increased knowledge of ergonomic risk factors and strategies for avoiding potential injuries demonstrated by the observed adoption of good posture and adherence to good ergonomic practices by employees.• Completion of training of approximately 97% of departmental staff on departmental safety programs.• Increased knowledge and participation of supervisors and managers in preventing cumulative trauma and repetitive injury factors within their areas.
Risk Issue No. 2
Issue: Enhancement of the Return-to-Work Program
Trends: The Department's prior Return-To-Work ("RTW") record keeping system and the usage capability by staff of the GenIris workers' compensation information management system, affected the turn around time for the retrieval of documents and information to follow-up on case management actions. The Department mitigated these trends by adopting the measures below.
Mitigation Measures: <ul style="list-style-type: none">• Conducted a comprehensive review of the Departmental RTW document retrieval system and implemented a new filing system.• Educated RTW staff on the usage and creation of reports in the GenIris system, so work-related injuries could be better tracked and trends determined.• Hired and trained a dedicated RTW coordinator to facilitate and address the risk management operations to assist in the return of the employee back to the job.
Results: <ul style="list-style-type: none">• Adjusted the RTW document filing and retrieval system, which improved record access and case management.• RTW staff now have the training and expertise to create reports on the GenIris system, which enables the department to utilize GenIris information to track and monitor workers' compensation trends.• The RTW coordinator assisted with the interactions between the employee and the department.

Risk Issue No. 3
Issue: Augmentation of existing Departmental risk management program by developing measures, processes, policies and procedures, to ensure that departmental exposure remains low.
Trend: A review of the Department's historic loss data indicates no significant auto or general liability loss trends requiring the development of specific mitigating measures. However, the Department continues to develop measures to proactively enhance its risk management program.
Mitigation Measure: <ul style="list-style-type: none"> Developed a system for monitoring, analyzing, and managing Departmental risk exposure matters for better outcomes. Modified existing vehicle loss prevention and control procedure and processes.
Results: <ul style="list-style-type: none"> Established a Departmental Risk Management Committee ("RMC"), whose membership includes key managers of the department, thereby increasing management involvement and support in managing departmental risk issues. Established a risk management performance data collection and review process. This was achieved with the adoption of the RECAP format for tracking departmental risk data on a monthly basis, and reviewing and discussing the information at the RMC meetings. Developed a comprehensive vehicle loss prevention and control procedure, to provide employees clear guidelines and information regarding handling of vehicle loss matters. Created a Vehicle Accident Review Committee ("VARC"), to review all vehicle accidents involving County Counsel employees to determine preventability or non-preventability, and make recommendations as needed.

METRICS

1. Workers' Compensation Claim Performance

Measure	Actual FY 2009-10	Actual FY 2010-11	Actual FY 2011-12	3-Year Average
Number of new Workers' Compensation claims filed during the period	6	16	9	10.3
Total Workers' Compensation expense paid during the period	\$364,037	\$592,051	\$548,875	\$501,654
Total paid for Salary Continuation/Labor Code 4850 during the period	\$0	\$0	\$13,300	\$4,433
Number of employees as of June 30 ¹	502	492	509	501
Workers' Compensation Incident Rate (per 100 employees) for the period (as of June 30)	1.20	3.25	1.77	2.07

- Number of employees is the sum of currently filled full-time and part-time positions.
- Workers' Compensation Expense Rate is amount paid in a given year divided by the current employee count. The amount paid includes payment for claims of current and former employees, including retirees.

2. Return-to-Work Performance (industrial and non-industrial cases)

Measure	Actual FY 2009-10	Actual FY 2010-11	Actual FY 2011-12	3-Year Average
Number of active return-to-work cases as of June 30.	13	21	60	31
Number of cases closed in the prior year.	34	22	40	32
Number of employees on work hardening transitional assignment agreements as of June 30.	7	9	43	20
Number of employees on conditional assignment agreements as of June 30.	0	0	0	0

NOTE: The increase in the number of active Return-to-Work cases as of June 30 for FY 2011/12, was the result of a change in the methodology used to identify active return-to-work cases during that period.

3. Liability Claim Performance

Measure	Actual FY 2009-10	Actual FY 2010-11	Actual FY 2011-12	3-Year Average
Total number of all claims ¹	5	11	1	6
Number of General Liability claims	3	10	1	5
Total indemnity (OC) paid for General Liability claims	\$0	\$3,710	\$0	\$1,237
Total legal fees and costs (SS) paid for General Liability claims	\$60,559	\$25,818	\$14,060	\$33,479
Number of Vehicle Liability claims	2	1	0	1
Total indemnity (OC) paid for Vehicle Liability claims	\$0	\$0	\$0	\$0
Total legal fees and costs (SS) paid for Vehicle Liability claims	\$0	\$0	\$0	\$0
Number of Medical Malpractice claims	0	0	0	0
Total indemnity (OC) paid for Medical Malpractice claims	\$0	\$0	\$0	\$0
Total legal fees and costs (SS) paid for Medical Malpractice claims	\$0	\$0	\$0	\$0
Total indemnity (OC) paid for all claims ²	\$0	\$3,710	\$0	\$1,237
Total legal fees and costs (SS) paid for all claims ²	\$60,559	\$25,818	\$14,060	\$33,479
Total Outstanding Liability (total reserves) for all claims	\$136,450	\$175,492	N/A	\$103,981

1. Number of claims is the total of all claims (including all suffixes) entered into the Risk Management Information System (RMIS) during the fiscal year.

2. Total paid is based on transaction dates within each fiscal year as listed in RMIS.

4. Vehicle and Fleet Safety Performance

Measure	Actual FY 2009-10	Actual FY 2010-11	Actual FY 2011-12	3-Year Average
Number of Department-owned vehicles as of June 30 (end of FY)	2	1	0	1
Total number of vehicle accidents involving Department-owned (or leased) vehicles	0	0	0	0
Number of preventable vehicle accidents involving Department-owned (or leased) vehicles	0	0	0	0
Number of non-preventable vehicle accidents involving Department-owned (or leased) vehicles	0	0	0	0
Total cost paid for damage involving Department-owned (or leased) vehicles (not including third party claim/damage cost)	\$0	\$0	\$0	\$0
Number of miles driven by Department-owned (or leased) vehicles	0	0	0	0
Number of vehicle accidents involving Department-owned (or leased) vehicles per 100,000 miles driven	0	0	0	0
Number of Department permittee drivers as of June 30	343	334	343	340
Total number of vehicle accidents involving permittee drivers	0	2	2	1.33
Number of preventable vehicle accidents involving permittee drivers	0	2	0	0.67
Number of non-preventable vehicle accidents involving permittee drivers	0	0	2	0.67
Total cost paid for damage involving vehicles driven by permittee drivers (not including third party claim/damage cost)	\$0	\$0	\$5,872	\$1,957
Number of permittee miles driven during period	57,230	51,885	67,954	59,023
Number of vehicle accidents involving permittee drivers per 100,000 miles driven	0.00	3.85	2.94	2.26

Board IT Agenda Items

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
BOS Executive Office	Amend Agreement with HOV Services, Inc. for Document Imaging and Microfilm Conversion Services	This Amendment is to extend the term of the Agreement with HOV Services, Inc. for one year with one optional six-month extension period. It also incorporates enhanced services to convert the remaining documents of the project to text-searchable files. No analysis required. Funding Source: BOS FY 2012-13 Operating Budget Existing Agreement: 77305	\$0	Operations	One year, with one optional six-month extension	6/4/2013
CDC	Acquisition of Microsoft Enterprise Agreement from Insight Public Sector	Agreement to provide Microsoft software for CDC who currently uses various versions of Microsoft operating systems and Office products. The Agreement will entitle CDC to access all upgrades in order to standardize on the most current software versions of Microsoft products throughout the organization. Funding Source: CDC FY 2012-13 Operating Budget Existing Agreement: N/A	\$397,656	Community & Municipal Services	3 years	6/4/2013
DPH	Sole Source Agreement with Computer Therapy for CHOI	Sole Source Agreement with Computer Therapy, LLC for the provision of database technical assistance and training services to support DPH's Children's Health Outreach Initiatives (CHOI) internet based CHOI data collection system for CHOEUR contracted agencies. Funding Source: First 5 LA Funds and MAA Reimbursements Existing Agreement: N/A	\$240,000	Health & Mental Health Services	2 years	6/4/2013
DPW	Countywide Information Exchange Network Agreement Amendment 1	This action is to execute Amendment 1 to Agreement PW 001571 with TransCore ITS, Inc. for the Countywide Information Exchange Network to extend the contract term for 2 years to provide for continued services and maintenance of the system with no increase in the total contract sum. Funding Source: N/A (time-only Amendment) Existing Agreement: PW 001571	\$0	Community & Municipal Services	2 years	6/18/2013

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
DPSS/CIO	LEADER Amendment 15 to add CalHEERS functionality	<p>This is a joint recommendation by the Department of Public Social Services (DPSS) and the Chief Information Officer (CIO) that the Board approve Amendment Number 15 to the Los Angeles Eligibility, Automation Determination, Evaluation and Reporting (LEADER) System Agreement (County Agreement Number 68587) to increase the Total Maximum Contract Sum for the Second Extended Option Term by \$12,201,811 to provide funds for development and implementation of a LEADER interface with the California Healthcare Eligibility, Enrollment and Retention System (CalHEERS). The costs associated with this work will be fully subvented by State and Federal revenue and there is no additional net County cost (NCC).</p> <p>The Patient Protection and Affordable Care Act of 2010 (ACA) establishes Health Benefit Exchanges in every state. California's exchange, CalHEERS, will provide US citizens and legal residents with access to affordable health coverage; allow individuals, families, and small employers to evaluate their health plan options; help people apply for publicly-subsidized health coverage programs; and facilitate enrollment in health coverage that best meets the needs.</p> <p>Funding Source: No NCC (Subvented 100% by State and Federal revenue) Existing Agreement: 68587</p>	\$12,201,811	Children & Families Well-being	2 years	6/18/2013
DHS	Authorize Purchase of Hardware for the Department of Health Services Data Center to support the Picture Archiving and Communication System (PACS)	<p>Authorize Purchase of Hardware for the Department of Health Services Data Center to support the Picture Archiving and Communication System (PACS).</p> <p>Funding Source: DHS' Fiscal Year (FY) 2013-14 Operating Budget. Existing Agreement: N/A</p>	\$430,000	Health & Mental Health Services	3 years maintenance	7/9/2013

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
DHS	Approval of Amendment to Equipment Maintenance and Repair Services Agreement with Parata Systems	Approval of Amendment to Equipment Maintenance and Repair Services Agreement with Parata Systems, LLC to extend the term. Funding Source: DHS FY 2013-14 Operating Budget Existing Agreement: H702976	TBD	Health & Mental Health Services	TBD	7/30/2013
CIO	Los Angeles Region Imagery Acquisition Consortium (LAR-IAC) 4 Agreement	Agreement to acquire digital aerial data for County and participating agencies. Funding Sources: County Dept Operating Budgets and Participating Cities & Agencies Existing Agreement: LAR-IAC 3	\$4M (Est.)	Operations	3 years, with 9 optional years	7/30/2013
CIO/CEO/DHS/DMH & DCFS	Countywide Master Data Management (CWMDM)	Implement a Master Data Management solution for the entire County, to include: 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. Funding Source: TBD Existing Agreement: N/A	TBD	Operations	TBD	9/17/2013
CIO/LASD/FIRE/OEM	Extension of AlertLA Agreement with 21st Century Communications	1. Request one-year extension for AlertLA Mass Notification System with 21st Century Communications System. 2. Develop new RFP Funding Source: ITF Existing Agreement: 76945	N/A	Operations, Public Safety	1 year	

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
DHS	Agreement for Web-based eConsult System and related services between County and SafetyNetConnect	<p>Agreement for development of eConsult software for DHS ACN and SafetyNetConnect.</p> <p>Funding Source: DHS FY 2012-13 Operating Budget Existing Agreement: N/A</p>	TBD	Children & Families Well-being, Health & Mental Health Services	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	
FIRE	Execute Work Order Under the County's IBM Master Services Agreement No. 75869 for Fire Facility Management System	<p>Work Order for services and software licenses will implement Maximo Facilities Management System.</p> <p>Approx. Board Date: TBD Funding Source: Fire FY 2012-13 Operating Budget Existing Agreement: 75869</p>	\$407,450	Public Safety	TBD	
DPW	Contract for Alamitos Barrier Project and Dominguez Gap Barrier Project Telemetry System Maintenance Services	<p>Contract for Alamitos Barrier Project & Dominguez Gap Barrier Project Telemetry System Maintenance Services.</p> <ul style="list-style-type: none"> • Background: The Dominguez Gap and Alamitos Barriers are seawater barriers that are designed to inject freshwater into underground aquifers to create protective pressure ridges and prevent seawater from contaminating groundwater supplies. Portions of the Dominguez Gap and Alamitos Barriers are outfitted with Supervisory Control and Data Acquisition (SCADA) systems that enable operators to remotely monitor conditions and control equipment through COTS user interfaces. Other portions of the barrier systems are manually operated. • Scope: Inspection, maintenance, as-needed repairs, including software configuration and re-programming, and the integration of the manual segments into the automated systems. Note: the Dominguez Gap and Alamitos Barrier systems will remain separate. <p>Funding Source: Flood Fund (No County General funds) Existing Agreement: N/A</p>	\$600,000 per year for up to 5 years	Community & Municipal Services	1 year, with four 1-year option extensions	

Department	Board IT Agenda Item	Description	Amount	CEO Cluster	New Term	Planned Hearing Date
CIO	Use of ITF for Enterprise IT Security and Privacy Awareness Training Software	Use of ITF to acquire and implement the enterprise IT Security and Privacy Awareness training content for use in the County's Learning Net. Funding Source: ITF Existing Agreement: N/A	\$240,000	Operations	N/A	



Health Services
LOS ANGELES COUNTY

July 9, 2013

**Los Angeles County
Board of Supervisors**

Gloria Molina
First District

Mark Ridley-Thomas
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

Mitchell H. Katz, M.D.
Director

Hal F. Yee, Jr., M.D., Ph.D.
Chief Medical Officer

Christina R. Ghaly, M.D.
Deputy Director, Strategic Planning

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:

**AUTHORIZE THE PURCHASE OF HARDWARE FOR THE
DEPARTMENT OF HEALTH SERVICES' DATA CENTER TO
SUPPORT A NEW CENTRAL BACKUP AND ARCHIVE SOLUTION
FOR THE PICTURE ARCHIVING AND COMMUNICATION
SYSTEMS (PACS)
ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

CIO RECOMMENDATION: APPROVE APPROVE WITH
MODIFICATION DISAPPROVE

SUBJECT

Authorize the purchase of hardware for the Department of Health Services', Martin Luther King, Jr. MACC Data Center, to support a new central backup and archive solution for the Philips Xcelera and Fuji SYNAPSE Picture Archiving and Communication Systems (PACS).

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Internal Services Department (ISD), as the County's Purchasing Agent, to proceed with the purchase of hardware with a total cost of approximately \$430,000. In accordance with County purchasing policy #P-2710, Board approval is required to purchase capital assets that exceed the \$250,000 threshold established by the Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of this action will allow for the purchase of the required enterprise archive, additional backup hardware, and storage media for the Department of Health Services, Martin Luther King, Jr. MACC Data Center, to support a new central backup and archive solution for the

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Los Angeles, CA 90012

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Fax: (213) 481-0503

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To ensure access to high-quality, patient-centered, cost-effective health care to Los Angeles County residents through direct services at DHS facilities and through collaboration with community and university partners.

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two large main DHS Philips Xcelera and Fuji SYNAPSE PACS data repositories.

The Philips Xcelera and Fuji SYNAPSE PACS data repositories collect and store up-to-date x-ray images from all six main DHS hospitals and other DHS affiliated facilities and organizations. As a result, there is a significant amount of Philips Xcelera and Fuji SYNAPSE PACS data residing at the six main DHS facilities and on the DHS Enterprise PACS Archive Storage Area Network (SAN). This data places a substantial strain on disk storage and results in system-wide backup and recovery inefficiencies.

This hardware will be used to support a new central backup and archive solution that will deploy one central backup and archive solution to the DHS Enterprise PACS Archive SAN, rather than to the six individual DHS facilities. This solution will also reduce the storage needs by eliminating redundant data, ensure business continuity by avoiding critical data loss through failure of end-of-life backup systems, and will provide better recovery time objectives for longer retention periods of critical data. This backup and archive solution will also provide weekly full backups that can be quickly recovered in just one step and will eliminate the time required to restore full and subsequent, incremental backups to reach the desired recovery point. This new hardware will also provide the latest infrastructure and tools to integrate, validate, backup, and archive data to meet HIPAA retention requirements for x-ray images.

On October 16, 2001, the Board adopted a purchasing policy whereby departments must obtain Board approval to purchase or finance equipment with a unit or system cost of \$250,000 or greater prior to submitting the requisition to the County's Purchasing Agent. The equipment exceeds \$250,000, the established threshold for fixed asset purchases, and requires the Board's approval to proceed with the purchasing transaction.

Implementation of Strategic Plan Goals

The recommended action supports Goal 1, Operational Effectiveness, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total estimated cost of the hardware is approximately \$430,000 and includes a standard manufacturer's warranty of three years and 24/7 on-site support. The details comprising the estimated total costs are shown in Attachment I. Funding is included in DHS' Fiscal Year (FY) 2013-14 Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 16, 2001, the Board approved the classification categories for fixed assets and new requirements for major fixed assets (now referred to as capital assets) purchases requiring County departments to obtain Board approval to purchase or finance equipment with a unit cost of \$250,000 or greater prior to submitting their requisition to the County's Purchasing Agent.

The County's Chief Information Officer recommends approval of this purchase and that Office's Analysis is attached (Attachment II).

CONTRACTING PROCESS

The purchase of this hardware is under the statutory authority of the County's Purchasing Agent and will be accomplished in accordance with County Purchasing Policies and Procedures established by ISD.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendation will ensure the necessary hardware is purchased to support a new central backup and archive solution for the Philips Xcelera and Fuji SYNAPSE PACS data repositories.

Respectfully submitted,

Reviewed by:

Mitchell H. Katz, M.D.
Director

Richard Sanchez
Chief Information Officer

MHK:RS:lr

Enclosures (2)

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Internal Services Department

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES

COST DETAIL - HARDWARE PURCHASE FOR THE NEW CENTRAL BACKUP AND
ARCHIVE SOLUTION FOR THE PACS

Description *	One-Time Cost
Hardware (Quantum Scalar i6000) Subtotal	\$323,210.69
Software Subtotal	\$17,212.50
Support Subtotal	\$40,214.20
Services Subtotal	\$19,362.61
Sales Tax	\$29,088.96
Grand Total	\$429,088.96

* This acquisition will be competitively bid by the Purchasing Agent.