



DIGEST

Around and About

LIKE JACK's beanstalk, the County department of mental health proves that some things can grow pretty fast. In 1960 the department had six employees; today it has 546. Its budget likewise grew from \$1 million a year to more than \$25 million. Explanation: the Short-Doyle act shifted care of many mental patients from state hospitals to local clinics and hospitals. And the local department is taking on even more responsibilities under the Lanterman-Petris-Short act which went into effect last July 1. The CAO has recommended simplifying mental health director Dr. Harry Brickman's administrative problems by combining five existing divisions into three bureaus and making other high-level changes. The Board of Supervisors approved the changes Aug. 12.

THE CIVIL service commission has urged a campaign to hold down the number of temporary County workers.

In a request to CAO Lin

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AUGUST 22

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44 Evening Courses Open to Employees

THE DEPARTMENT of personnel this week released the list of 44 fall semester evening classes it will offer in cooperation with East Los Angeles junior college and Belmont adult school.

Registration opens Sept. 3, classes will start Sept. 15. Some 1,500 County employees are expected to enroll. Most classes are held in Civic Center and are taught by specialists from the County staff. Nearly all classes meet from 5:30 to 8:30 p.m. Tuition is \$2.50 in all but the six courses offered through Belmont adult school (fee \$7.25).

The fall curriculum includes:

- 15 courses in supervision, office management, labor relations, work simplification, communications, training, interviewing, public relations, and management systems.
- 6 courses in data processing and computer programming.
- 3 courses in real estate, appraising, and fraud investigation.
- 6 courses in civil and hydraulic engineering, surveying and statics.
- 14 other courses in American history and government, sociology, accounting, economics, public speaking, statistics, Spanish, and legal secretarial procedures.

Detailed information about classes appears in bulletins available at each County department's personnel office or from the department of personnel evening class coordinator (625-3611 extension 65222).

Employees wishing advice on which classes to take may see coun-

selors in room 493, Hall of Administration, from 5 to 7 p.m. on five evenings (Sept. 3, 4, 8, 10, 11) before classes begin. Students may register at the same hours in room 493.

Would-be students who have not registered by Sept. 11 may seek late registration when the class meets for the first time during the week of Sept. 15. If the class still has vacancies, the student may register in the classroom.

Counselors also will be available in room 493 from 5 to 7 p.m. during the first week of instruction.

Seek Assessor Units

A BALLOT-box contest appears probable between Los Angeles County Employees association and California Association of Professional Employees (CAPE) over the right to represent nearly 600 appraisers and assessors in County assessor Phil Watson's department.

CAPE has filed two petitions with the employee relations commission—No. 93 to represent 182 senior and principal appraisers and other supervisory employees, and No. 94 to represent 400 appraisers I and II and intermediate deputy field assessors.

LACEA filed intervenor petitions for both units, indicating it will seek a place on the ballot, should the commission order an election. The commission has yet to schedule public hearings to decide whether the units proposed by CAPE are appropriate ones to negotiate with County management as to pay and working conditions.

Two other recent filings:

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Around and About

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Hollinger and director of personnel Gordon Nesvig, the commission (Aug. 6) also proposed a study of a central pool of workers—mostly clerical—who could be assigned to a County department whenever it faces a temporary heavy work load.

The commission urged that, whenever possible, no temporary employee should be hired unless he is qualified to assume a permanent County job as soon as one is available.

The commission's request was based on a report prepared by a Task Force on Temporary and Recurrent Employment, appointed by Nesvig. Members were Robert Baker, parks and recreation; Frances Byrne, hospitals; Richard Dixon, CAO; W. T. Kidwell, treasurer-tax collector's office; and Stewart Marsh, personnel.

COUNTY ENGINEER John Lambie reports the prolonged construction industry strike has stopped or slowed work on 38 County building projects totaling more than \$100 million. In addition, approximately \$40 million in flood control jobs and \$13 million in road projects have been affected. Major victims of the walkout (as of press time Aug. 20) included the Criminal Courts building and mall jobs in Civic Center, Olive View and King hospital projects, and the Pasadena court structure.

EVEN EDITORS take vacations. So this issue of *The DIGEST* will be the last until Sept. 26.

Public May Inspect, Copy Most Records

CAO LIN Hollinger has advised all County departments that state law now requires them to open most of their records to public inspection during business hours. He said citizens also have the right to acquire copies of these public records for a reasonable charge.

Hollinger said the law exempts certain records from public gaze, and each department should determine which, if any, of its records may be kept under lock and key.

Among the exempt papers the CAO listed:

"Personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy;

"Preliminary drafts, notes, or inter-agency or intra-agency memoranda which are not retained . . . in the ordinary course of business, provided that the public interest in withholding such records clearly outweighs the public interest in disclosure;

"Test questions, scoring keys, and other examination data . . ."

"Records pertaining to pending litigation to which the public agency is a party . . ."

"Records of complaints . . . investigations . . . intelligence information or security procedures of . . . any state or local police agency, or any such files compiled . . . for correctional, law enforcement or licensing purposes."

Hollinger's message was labeled "Administrative Instruction No. 227" issued July 28.

Goof

THE DIGEST of Aug. 8, in its list of salaries that crafts employees will begin receiving Sept. 1, showed a startling boost for elevator mechanics to \$1,139 a month. Sorry, fellows, it just isn't so.

The figure should have been \$990 a month, an increase of \$69 over the present scale.

Payday Change Studied

THE BOARD of Supervisors has asked for a management report on whether the County should give employees their paychecks every other Friday instead of on the 10th and 25th of each month.

The change was requested by Los Angeles County Employees association and County Employees Union, Local 434.

The board (Aug. 12) directed CAO Lin Hollinger, director of personnel Gordon Nesvig and auditor-controller Mark Bloodgood to examine the idea. Their report is expected in October.

ASSESSOR UNITS

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AFSCME (American Federation of State, County and Municipal Employees) submitted petition No. 95 to represent 54 health educators in the health department.

Three organizations—the Health Educators association, the Association of Public Health Nutritionists and Dietitians, and LACEA—jointly filed petition No. 96 for 102 dietitians, nutritionists, health educators and assistants in the health, mental health, probation, DPSS and hospital departments.

Hearings on these petitions also have not yet been scheduled.

County of Los Angeles

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