



# DIGEST

## 1983 VOLUNTEER OF THE YEAR RECOGNITION AWARDS PROGRAM

The first annual Los Angeles County Volunteer of the Year Recognition Awards Ceremonies and Luncheon was held on April 18, 1983 in the Blue Ribbon Room of the Music Center's Dorothy Chandler Pavilion. The event honored Mr. Lawrence J. Fenske, Jr. as the first Los Angeles County Volunteer of the Year for his meritorious service as a volunteer fire fighter and volunteer emergency medical services technician for the Forester and Fire Warden Department. The awards program was sponsored by the Board of Supervisors, who declared the week of April 17-23, 1983, Volunteer Recognition Week in Los Angeles County in conjunction with National Volunteer Week.

Also honored at the festivities were 43 other departmental volunteers of the year who were each given an award scroll signed by Supervisor Michael D. Antonovich, Chairman of the Board of Supervisors. Each of these departmental volunteers of the year was selected by a departmental selection committee to be the department's nominee for the Los Angeles County Volunteer of the Year Award. A selection Committee of four judges met on April 7 to carefully consider each nomination. Ten finalists were reviewed before the unanimous decision was reached to honor Mr. Lawrence J. Fenske, Jr. as the first Los Angeles County Volunteer of the Year.

The planning committee for the event included Mr. Albert O. Lee, County Management Volunteer Coordinator, De-

partment of Personnel; Ms. Bobbie Gavigan, Volunteer Programs Assistant Director, Department of Health Services, LAC/USC Medical Center; Ms. Karen Klempfner, Volunteer Programs Coordinator, Consumer Affairs Department; Mr. Daniel G. Sanchez, County Volunteer Programs Coordinator, Department

of Personnel; and Ms. Joan Vitale, Director of Volunteers, Public Administrator/Guardian.

Mr. Johnny Grant, the popular and well known Vice President of Public Affairs/Special Projects for Golden West Television's KTLA, was the Master of

*(Continued on page 2)*



Volunteer of the Year Lawrence J. Fenske, Jr. receives scroll from Chairman of the Board of Supervisors, Michael D. Antonovich.

APRIL 25

1983

Volume 17 Number 7

# 1983 VOLUNTEER OF THE YEAR RECOGNITION AWARDS PROGRAM

(Continued from page 1)

Ceremonies. In his welcoming speech, Harry L. Hufford, Chief Administrative Officer/Director of Personnel, said that the Board of Supervisors initiated the Volunteer of the Year Awards Program to commemorate the selfless dedication of many thousands of volunteers and to pay special tribute to those volunteers who have distinguished themselves in dedicated service to the benefit of the citizens of Los Angeles County.

The keynote speaker was Ms. Charlotte Lobb, Chairman, Volunteer Centers of California/Nevada, Southern Section, and Columnist for the Daily Breeze newspaper. Supervisor Deane Dana described his strong support and interest in County Volunteer Programs.

Forty-four persons were awarded scrolls in recognition of their being chosen Departmental Volunteers of the Year. They are:

Maurice G. Calistro, Affirmative Action; Phyllis Sullivan, Animal Care and Control; Ray Allen, Chief Medical Examiner-Coroner; Shirley Jean Edwards, District Attorney; Gladys Moseley, Farm Advisor; Robert L. Gregg, Flood Control District.

From Health Services—Mary Gurewitz, Ambulatory Care Services; Pat E. Kelley, Antelope Valley Rehabilitation Center; Lupe Ysais, Harbor/UCLA Medical Center; Mildred Lucille Powers, LAC/USC Medical Center Psychiatric Hospital; Matilde Bentancourt, LAC/USC Medical Center Women's Hospital; Wilhelmina Shamberger, Martin Luther King Jr./Drew Medical Center; Harriette W. McLish, Mira Loma Hospital; Fred Gomez Lopez, Olive View Medical Center; Anita Gonzales, Public Health Program; Morris Cohen, Rancho Los Amigos Hospital; Idalia P. Chestnut, Human Relations Commission; Constantine Gavotsos, Military and Veterans Affairs; Florence H. Nishida, Museum of Natural History; Nanette Marie Caldwell, Parks and Recreation; John M. Velasco, Personnel; Dick Daugherty, Probation; Jeannette Rosalynn Lyons, Public Administrator/Guardian; Patricia Mulligan, Public Defender; Arthur Smith, Public Library; Edward H. Dralle, Senior Citizens Affairs; Harold L. Elterman, Sheriff; Zena Sheldon, Superior Court; Julia B. Wilson, Citrus Municipal Court; Robert K. Holmes, Glendale Municipal Court; Neville Comerford, Malibu Municipal Court; Kevork Koumachian, Rio Hondo Municipal Court; Michael J. Bess, Santa Anita Municipal Court.

The top 10 finalists were named by Supervisor Antonovich in alphabetical order by department as follows:

Sonny Melendrez, Adoptions; Leon E. Dumond, Agricultural Commissioner; Ruth Mary Larson, Arboreta and Botanic Gardens; Norman Miller, Beaches and Harbors; Walter Burns, Community Development; Chris A. Sirna, Consumer Affairs; Lawrence J. Fenske, Jr., Forester and Fire Warden; Louise Barker, LAC/USC Medical Center, General Hospital; Frances Pauls Meehan, Mental Health; Alma R. Calhoun, Public Social Services.

After announcing the top ten finalists, a sealed envelope was then presented to Supervisor Antonovich, who announced that Mr. Lawrence J. Fenske, Jr. had been chosen Los Angeles County Volunteer of the Year for 1983-84.

## Lawrence J. Fenske Heads Volunteers At Lake Los Angeles

Before June 1980, the community of Lake Los Angeles in the eastern portion of the Antelope Valley had fire and emergency medical care provided by fire stations with response times of 20 to 30 minutes. Resident Lawrence J. Fenske was concerned and worked with the Fire Department to obtain a fire station built on property owned by the Fire Protection District. Mr. Fenske recruited citizens from the community to become call fire fighters. When Fire Station 114 opened, Mr. Fenske was made Acting Call Fire Fighter Supervisor.

With the establishment of the station, the northeast area of the Antelope Valley has benefited with shorter response time to provide fire and emergency medical equipment and personnel to the incidents. Fire Station 114 responded to 222 emergencies in 1981 and 123 emergencies in 1982.

Call Fire Fighter Fenske has maintained his qualifications as an Emergency Medical Technician I through attendance at Antelope Valley College. He has handled the necessary work of maintaining the fire equipment and station and directed the actions of the other call fire fighters at numerous fires ranging from grass and brush to fully involved structures. There have been rescue calls ranging from simple first-aid to major trauma to severe heart problems.

Mr. Fenske's supervision of these medical emergencies, including setting up landing spots for the air ambulance, and careful care of victims has very probably saved lives and improved the overall level of service for medical emergencies.

All of his activities have been undertaken without immediate supervision of regular personnel and he has had to make many decisions at various emergencies. This requires a cool, calm approach, and he has earned commendations from several career fire fighters and residents of the community.

Mr. Fenske also takes responsibility to be alert at fires, spotted a "start device" at one fire, and a suspect. This led to the conviction of an arsonist who had started many grass and brush fires in the Antelope Valley.

Mr. Fenske is heavily involved with the Lake Los Angeles Homeowners' Association, serving in various positions including President of the Little League in his community. At his home, he and his wife provide foster care for young children from Los Angeles County.

County of Los Angeles

## DIGEST

### EDITORIAL BOARD

**HARRY L. HUFFORD**  
Chief Administrative Officer  
Director of Personnel

**GORDON W. TREHARNE**  
President  
County Management Council

**CHARLES R. STEAKLEY**  
Editor

### EDITORIAL OFFICE

Room 726, Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Telephone: 974-1322

# HOW THE NEGOTIATIONS PROCESS WORKS

This promises to be a difficult negotiation season for Management and County Employee Organizations, since they must deal with the budget problems for the 1983-84 fiscal year, while also addressing the current fiscal year's budget shortfall. However, County Management continues to hope that solutions can be found and agreement reached between the parties with minimal disruption. Efforts to resolve these problems are well underway between the County and 57 different bargaining units represented by 16 employee organizations. More meetings of the parties are being scheduled as required by the County Employee Relations ordinance.

The Employee Relations Ordinance provides a mechanism for employees to bargain with their employer on matters affecting their wages, hours of work, and working conditions. The following are "typical" stages of the process of negotiations, including those where the parties are unable to agree and "third parties" are involved to assist them.

Negotiations are initiated by the employees' certified employee representative (union) presenting written proposals to the Chief Administrative Office, Employee Relations Division.

The County and Union each designate a spokesperson and negotiating committee to meet in face-to-face negotiations. If the committees reach agreement the union normally submits the agreement to their membership for ratification. If the agreement is ratified, the parties reduce the agreement to writing and *jointly* submit the agreement

(Memorandum of Understanding) to the the Board of Supervisors for approval.

It is not unusual in negotiations for the parties not to reach agreement without "outside" assistance. In that case either one, or both, of the parties can declare that negotiations are at *impasse*.

A notice of *impasse* is filed with the Employee Relations Commission (ERCOM). The ERCOM is an impartial body which investigates and determines whether or not an *impasse* exists, and if so, appoints a neutral party to assist. This person is called a mediator. If the parties still cannot reach agreement, the mediator reports that fact to the ERCOM, which can then appoint a fact-finder.

The fact-finder, also a neutral, has the authority to conduct a hearing, at which the parties can present witnesses and evidence to support positions taken during negotiation meetings. At the conclusion of the hearing, the fact-finder files a report with recommendations on how issues could be resolved to ERCOM.

The parties then file their acceptance, and/or rejection, of the fact-finders recommendations. If there are still issues that remain unresolved, the parties then return to the negotiating table and use the fact-finder's report and recommendations as the basis for continuing face-to-face negotiations. Usually, agreement is reached and a Memorandum of Understanding is submitted to the Board of Supervisors for approval.

---

The Association wishes to encourage all County Hispanic managers and others to attend. Please contact Armando Diaz at 901-3001 or Maria Huerta at 356-5426 for further information.

---

## 'No-Strike' Amendment Guidelines To Be Published

The County guidelines to be used in the administration of "Proposition A," the new "No Strike" amendment to the County Charter, will be published in the next issue of the Digest. County unions will be consulted prior to publication. The County continues in its belief that during the months ahead, any concerns regarding this charter amendment can be alleviated by full and open communication among all of the parties.

## Assessor's Employees Like Voluntary Work Furloughs

Many employees in the Assessor's Office hope to resume their voluntary work furloughs in July. The program has been open to them except during the rush season (April through June) and those the Editor talked to were enthusiastic.

Warehouse Worker Mareda Devens took a trip last fall while on 3-week furlough.

Senior Systems Aid Irene Skinkley spends more time with her husband when she works a 36-hour week (9 hours per day, 4 days per week). Her husband works nights and they are able to spend Fridays together when she is on furlough.

"It's not all that costly," said Senior Clerk Betty Johnson. "I live in La Puente, which makes a long drive to downtown Los Angeles. I save money which would be spent for gasoline when I take off one day per week. The day off gives me a chance to shop and do things around the house that I would otherwise have to do at night or on the weekend."

Engineering Aid Al Stancil says that he has actually saved money by working 8 hours per day, four days a week. He lives in the San Fernando Valley and works in the Hall of Administration.

"I save by not driving and eating out on my furlough day, but there is more to it than that," Mr. Stancil said. "With the high cost of house repairs these days I save a lot by doing some things myself. The day off gives me time to do it. I can also spend more time with my wife, who works nights as a Registered Nurse in the Sheriff's Department."

It is not just the employees taking voluntary work furloughs who are happy.

"It's a real morale booster," said Mr. Jack Davis, Director of Administrative Services for the Assessor. "This is good for the employees and good for the County. We were able to save \$180,000 during this fiscal year because of this volunteer program."

## Hispanic Managers Conference Scheduled

The County Hispanic Managers Association will hold its Annual Spring Conference on Saturday, May 14, 1983 at the Kellogg West Conference Center of the California State Polytechnic College at Pomona. The theme of this year's conference will be "The Hispanic Manager in the 80's." The one-day conference will concentrate on the general role of Hispanic managers, cultural awareness, political environment, education, and communication. These topics will be presented by Hispanic role models from inside and outside County management. Special recognition will be given to the presenters in acknowledgment of their contributions to the Hispanic community.

# DEALING WITH PHYSICAL ASSAULTS CHECKLIST AND SCHEDULE OF CLASSES

After reading the article on preventing and dealing with physical assaults in the March 25 issue of the Digest, many County employees took free self defense classes sponsored by the Los Angeles Commission on Assaults Against Women. The Commission has provided us with the following checklist and a schedule of classes for May. Women may call (213) 651-3147 to enroll.

## Assault Prevention Checklist

Two key words in prevention are:

*AWARENESS* of surroundings and  
*ASSERTIVENESS* for your self

### — AT HOME —

Are there?

- Lights at all entrances
- Windows in place
  - Locks on windows
  - Covering on windows
- Dead bolt locks on doors
- No giveaway names on mailbox  
(last name or man's name only)

Do you?

- Keep doors and windows locked
- Know your neighbors
  - Know which ones to call in an emergency
  - Have emergency signal system worked out
- Check places attackers might hide in and avoid them?
- Demand identification from service people making repairs  before opening door
  - Call company and check I.D. out
- Ask "who's there" when someone knocks
- Avoid getting on elevator with lone man, if on elevator press button for next floor and get off

### — ON STREET —

Do you?

- Keep one hand free when carrying things
- Use pockets instead of purses
- Dress so you can run
- Avoid dark, empty places at night
- Walk around groups of men—not through them
- Listen for footsteps
  - Turn around if you think you're being followed and check
  - Cross street, run and yell "fire" if followed and go to nearest lighted house, store or police station
- Have door keys ready before you get home
- Avoid walking alone when upset, drunk or using drugs

## Transportation

Do you?

- Have money for emergency calls
- Stand balanced and ready for action while waiting for bus, etc.
- Keep packages, purses, etc., tucked under your arm
- Stand behind the bus bench
- Stay awake in bus
- Sit by driver if unsure of route
- Notice who gets off at your stop
- Arrange rides with friends or co-workers instead of hitch-hiking
- Make sure your gas tank isn't on empty or almost empty
- Keep your car doors locked at all times
- Check front and back seat and floor of car before entering
- Keep windows mostly closed when driving
- Blow horn and drive to police station if followed or attacked
- Wait to see if friend is safely inside her home before driving away

Keep this list handy for awareness and also for marking your progress in protecting yourself.

## Schedule of classes with locations.

Saturday May 7—10:45 a.m. to 2:45 p.m.  
Rogers Park, Game Room  
400 West Beach Street  
Inglewood, CA

Saturday May 7—10:00 a.m. to 2:00 p.m.  
Antioch University, Room 4  
300 Grove Avenue  
Venice, CA

Friday May 13—9:00 a.m. to 1:00 p.m.  
Women's Center Council House, Auditorium  
543 North Fairfax Avenue  
Los Angeles, CA