



DIGEST

Board Supports Clothing Drive For Homeless

A Clothing Donation Drive to aid the downtown homeless will begin on Monday, April 2. The Drive is scheduled to continue for two weeks.

In support of the Clothing for the Homeless Drive, Board of Supervisors Chairman Deane Dana, said, "It is estimated that several thousand homeless people roam and live on the streets of Downtown Los Angeles. These people are poor, often mentally disabled and in need of any assistance the community can provide."

During the Drive, a non-profit non-denominational organization called the Civic Center Prayer Group, which is sponsoring the drive, will place clothing collection boxes in County buildings in the Civic Center Area to facilitate receiving clothing donations from the public.

The collection boxes are being donated by the Acorn Paper Products Company. It will be the responsibility of the Union Rescue Mission to pick up and distribute the clothing to homeless individuals.

County buildings in which collection boxes will be placed are: Hall of

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Improving The Performance Of County Government

Over the coming months County programs and departments will be examined to determine how County services might be reorganized to provide more efficient and effective services and better meet the priorities of County citizens and the Board of Supervisors. Last September, the Board adopted a report and recommendations from the Economy and Efficiency Commission: "Decision Making and Organization, Los Angeles County Government." Two of the major recommendations were to consolidate and reorganize County programs into fewer departments and standardize administrative processes such as payroll and inventory management.

The goal of the reorganization effort is to improve the operation of the County by simplifying the structure of County departments. According to the Economy and Efficiency Commission this will increase the ability of the County to respond more quickly to community needs and improve accountability to the Board of Supervisors. These improved services will also mean reduced costs by improvements in personnel, payroll and inventory systems and elimination of duplication.

The Board has directed the Chief Administrative Officer to work with the various department heads to develop program consolidation plans for Board review and approval. Early efforts will concentrate on targets of opportunity - departments where there is a vacancy in the department head position, or where major program changes are being made.

This year has seen the announcement of the retirement of a number of department heads, encouraged in large part by the new early separation pro-

gram: H.B. Alvord, Treasurer-Tax Collector; Donald Galloway, Director of Community Services; Howard Haile, Chief Engineer, Flood Control; Major Robert Kingsbury, Director, Military and Veterans Affairs; Wesley Mossberg, Director of Weights and Measures; Leonard Panish, Registrar-Recorder; Willis Sherrill, Director of Collections; and Al Sowa, Director, Mechanical Department.

Already, the Board has approved the consolidation of the Agricultural Commissioner and Weights and Measures (both consumer protection oriented) and the consolidation of the Treasurer-Tax Collector and Collections (both financial services and revenue collection oriented), and directed that a plan of action be developed for Board approval to implement the mergers.

In accomplishing the overall objectives of improved service, improved response and improved performance, the Board has asked that specific goals be accomplished to enhance the image of the County and provide funds for priority departmental operations. These include:

- Reduce the number of management positions (without disrupting the remainder of the work force, such as may occur when positions are reduced in rank and "cascading" causes line employees to receive the greatest impact).
- Improve manager-to-worker ratios.
- Retain and motivate a smaller management cadre.

In future issues of the Digest we will carry follow-up coverage on how these efforts are proceeding.

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Clothing Drive

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Administration, basement garage employee entrance, and on floors 1 through 8; Hall of Records, Ground floor and on floors 1, 3, 5, 7, 11, 13 and 15; County Courthouse on 1st floor east end and west end, 4th floor Grand Street entrance and on the 9th floor near the cafeteria entrance; Criminal Courts Building on floors, 1, 3, 5, 6, 7, 9, 11-13 and 15-19; Hall of Justice lobby; and in the Health Administration Facility lobby and the 10th floor. Signs will be placed in each building to direct persons to the collection boxes.

The Civic Center Prayer Group will monitor the clothing boxes in each of the designated buildings. Persons desiring further information can contact Richard Rioux, Governmental Relations Division, Department of Health Services, at (213) 974-7824.

The type of articles preferred includes large and small size garments, underwear, white cotton socks, ties that are in style, old reading glasses, shoes, and jackets. The Clothing Drive is expected to serve some five thousand homeless persons. Citizens are urged to support this worthwhile cause.

Guard Against Measles Outbreaks

Dr. Shirley Fannin, Chief of Acute Communicable Disease Control programs, Department of Health Services, said three outbreaks of measles totaling 47 cases have been reported in Los Angeles County. The biggest outbreak occurred at Olive Vista Jr. High School in Sylmar where 24 children became ill.

A second outbreak occurred at four Burbank area schools where seven cases were reported at Muir, Jordan, McKinley and Burroughs Schools. Two children were hospitalized.

Sixteen cases occurred last month in the South Bay area among children under four years old, half of whom were under fourteen months.

Dr. Fannin said that an audit of 5,000 school records in Sylmar area schools showed that ten percent of the children were not immunized against measles. In those schools where measles is occurring, the unimmunized children are being given three-day notices to be immunized or face exclusion from the school.

In 1983 a total of 23 measles cases were reported in Los Angeles County, representing the County's lowest number of cases.

A concerted immunization effort by the Department of Health Services has resulted in a dramatic measles decline since a 1977 epidemic when 3,600 children came down with the highly contagious disease.

"Normally, children should be immunized at age fifteen months for measles. However, in areas where measles is occurring, doctors are being advised to immunize children at six months of age. A child immunized before one year of age must be given a second immunization at fifteen months," Dr. Fannin said.

Free measles immunizations are available at all Los Angeles County health centers. For the locations of the nearest center, check your telephone directory white pages under Los Angeles County.

Dr. Fannin said that unimmunized children are likely to get measles if exposed to the virus. "One child coughing can expose a whole room. Measles has a high complication rate, which includes pneumonia, ear infection, and inflammation of the brain (encephalitis). Out of every 10,000 cases, one death may occur."

A Breakfast Story

In sunny Los Angeles, there was a fellow who would get so tired about three in the afternoon that he'd give anything for a nap.

In windy Chicago, a woman working in an office never scheduled much between 11:30 a.m. and lunch hour because that was her "low time." She felt tired and made more mistakes during that half hour.

A student in Minneapolis had low grades in whatever class he had in mid-afternoon. He got so sleepy he couldn't think at that time.

The three cities were far apart, but the causes of the tired feeling were not. Our geographically scattered subjects were busy people who left home without breakfast each morning, had little for

lunch, and saved their eating for dinner time.

It was lack of protein during the most important activity hours of the day that brought their physical and mental activities to a very low point. Though they had plenty of it available in the evening and while they slept, they were protein starved during the day.

In a hurry? How about a hard boiled egg to eat on the way out, if that's the best you can do. A little cottage cheese at mid-morning would do the trick, and don't fail to include some protein-rich food with lunch. Once-a-day protein intake simply will not keep you at your physical and mental best . . . even if you get plenty of sleep, you'll get tired.

Breakfast counts — don't skip it!

County of Los Angeles

DIGEST

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Edelman Appoints Cecilia M. Sandoval To Civil Service Commission



APPOINTED — Supervisor Ed Edelman (left) looks on as his new appointee to the Los Angeles County Civil Service Commission, Cecilia Sandoval, is sworn-in by County Executive Officer Larry Monteilh. Also joining in the Hall of Administration ceremony are Ms. Sandoval's parents, Mr. and Mrs. Antonio Sandoval.

Supervisor Ed Edelman has appointed Cecilia M. Sandoval to the Los Angeles County Civil Service Commission. Sandoval is the first Hispanic woman to serve on the quasi-judicial commission.

Sandoval is currently Executive Director of the Hispanic women's Council, a non-profit organization designed to develop the leadership skills, education and civic activities of Hispanic women.

A graduate of USC and California State University, Los Angeles, Sandoval also served as Assistant Director of the Plaza de la Raza Cultural Educational Center, and has held positions with the City of Los Angeles' Bureau of Engineering and the Mayor's Office of Economic Development.

She is a member of many community organizations including United Way,

National Council of La Raza, Los Angeles Olympic Organizing Committee, and the Hispanic Volunteer Council. Sandoval resides in Montebello.

"I am very pleased to appoint Cecilia Sandoval to this important Commission," Edelman said. "Her outstanding background and proven community involvement makes her an ideal choice for the position."

The Civil Service Commission is responsible for conducting hearings on appeals of discharges or reductions of permanent employees and charges of discrimination, as established by the Los Angeles County Charter. The five member Commission may adopt its own procedural rules and has the discretionary authority to conduct hearings on appeals concerning rated portions of examinations and on appeals of suspensions in excess of five days.

Property Tax Info Given Via Pilot Phone System

Property tax information is being provided to Los Angeles County residents via a new pilot telephone system which uses recorded information tapes.

Chief Deputy B.J. Nuremberg of the Los Angeles County Treasurer and Tax Collector said that the new phone system was installed in February to assist taxpayers on a seven-day, 24-hour basis.

The new system, 'Proptax', explained Nuremberg, allows residents with touch tone phones to receive such general information as how to pay current and delinquent tax bills, what does a tax bill tell you and when property taxes are due.

The short introductory message instructs the taxpayer how to use the 'Proptax' touch-tone phone service by simply keying-in the appropriate 3-digit message number that corresponds to the tape subject. For example, should a taxpayer wish to receive information regarding method of payment, the message number 128 must be keyed-in.

There are 13 categories of information that a taxpayer may receive by calling 'Proptax' at 974-2111. A directory tape identifies the tape subject and the corresponding code numbers.

This system, which fields more than 8,000 inquiries a week will be operational through the second tax installment due date of April 10, 1984.

If an individual does not have a touch tone phone but a dial or rotary phone, information and requests for duplicate bills may be obtained by calling the Treasurer-Tax Collector's Office at 974-2116. The County Treasurer-Tax Collector's Office is open Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. The address is 225 N. Hill Street, Room 100, Los Angeles, California 90012.

Balancing Your Diet

The following information regarding diet and nutrition has been prepared by the Labor-Management Committee on Employee Health. This committee is composed of representatives from both County management and unions. This group will be exploring various issues and programs directed toward assisting County employees to improve or maintain their health. The committee intends to periodically publish information related to this objective in the Digest.

According to a Surgeon General's Report in 1979, perhaps as much as half of the U.S. mortality in 1976 was due to unhealthy behavior or lifestyle. Proper diet in relation to both what we eat and how much is a basic factor in positive health practice. It contributes to preventing illness and to faster recovery when illness does occur and it makes us feel more zestful and energetic. A properly balanced diet can also eliminate the need for periodic "crash dieting."

The rules of the road to a balanced diet are simple:

1. Pay attention to what and how much you eat each day. Keep a record for a while. You will probably note some surprises.
2. Eat a variety of foods each day from the following sources:
 - Milk or milk products such as cheese or cottage cheese.
 - Meat, especially fish and poultry.
 - Citrus fruits or tomatoes, cabbage or salad greens.
 - Leafy green or yellow vegetables.
 - Potatoes or rice. Potatoes themselves are not fattening, but watch what you put on them.
 - Whole grain cereals or enriched breads.
 - Butter or fortified margarine. Fats such as these provide the most concentrated source of energy, so don't overdo it.
3. Eat in moderation. Most of us eat more than we need. Remember, it is

not necessary to "clean your plate." Exercise will lessen those hunger pangs, and eating slowly will help you reduce your intake.

4. Eat portions of high calorie, high energy foods (e.g. animal fats and sugar) which are comparable to the amount of energy you actually use each day. A helpful rule of thumb on calorie intake is to gauge your daily calories to your desired weight and physical activity in the following manner:

First, calculate your basal metabolic requirement (BMR). This is done by multiplying your desired weight by 11 calories per day. If your desired weight is 140 pounds, your BMR is 140×11 or 1,540 calories per day. Next, estimate the degree of your physical activity.

— If your job and lifestyle are basically sedentary, you will burn an additional 30% of your BMR. Thirty percent of 1,540 is 462; thus, in the above example, your total calories burned each day would be 2,002 (1,540 + 462).

— If your job and lifestyle are moderately active, you will need an additional 40% of your BMR. Or, if you are quite active, you would add 50% of your BMR. Thus, the total calories needed each day to maintain a desired weight of 140 pounds for a person involved in a physically active job or a good exercise program would be $1,540 + 770$ (50% of 1,540) or 2,310 calories.

These are only general guidelines. If you follow them and still gain weight, or if you lose when you don't want to, you will have to adjust accordingly.

The human body does have certain nutritional requirements. Calories, certain fatty acids, proteins, vitamins, minerals and water and proper amounts and combinations are all essential for good health. These essential nutrients are widely dispersed in nature and can be obtained from many sources or food with ease. Think about what you eat and how much.

RETIREES . . .

The following people have retired in recent months after more than thirty years of service to the County:

Sheriff: Charles Burch, John W. Canaga, John E. Hayes, Halvor A. Hill, Marvin E. Jones, James P. Terborg, Frank W. Bridges, Charles Gorence, Robert C. Jones, John T. Rodriguez, Claude Wright.

County Engineer: George D. Arndt, Henry R. Barrio, Creal Champion, Franklin W. Digregorio, David C. Griffith, Thomas M. Ichien, Gordon Kriegel, William C. Miskell, Richard J. Mitchell, Bernard Valasky.

Flood Control: Robert N. Blauvelt, Nicholas Chico, Patrick H. Emery, Sammie Gaines, Raymond R. Guyovich, Leo W. King, Albert S. Rios, Charles J. Wilt.

Probation: Virginia L. Carr, Viva P. Dafforn, Renso Y. Enkoji, Kenneth Kirkpatrick, Charles Rose, Sam S. Taira, G. Frederic Titel, William L. Tan.

Road: John C. Fuller, Thomas A. Lynch, Donald E. Moore, Henry J. Ramirez, Daniel D. Vorhies, Robert A. Wilson, John Yuill, Ernest Loya, Gorou Yamada.

Public Social Services: Donn R. Byron, Winifred E. Guest, Mary D. Kirby, Jessie M. Murdock, William P. Truitt.

District Attorney: Harold Braveman, Stanley M. Robertson, John C. Turner, Jr.

Parks and Recreation: Henry V. Avila, William Maupin, L.C. Perkins.

County Counsel: Mary Oropallo, Joel R. Bennett, James W. Briggs, Robert C. Lynch.

Assessor: Vivian J. Lee, Dorothy S. Lester, Kenneth Dillon.

Personnel: Rosemary B. Burke, Robert W. Fischer, Bert Stewart.

Mechanical: Manuel Almada, Socrates Postolu.

Collections: Isabel Bailey, Alberta Oglesby.

LAC/USC General Hospital: Wayne M. Burton, Donna H. Kahn.

Public Health: Carl F. Coffelt, M.D. Bill R. Simons.

Purchasing and Stores: Augustine Cervantes, Juliet Stansberry.