



# DIGEST

JANUARY 31, 1990

COUNTY OF LOS ANGELES

## Schabarum Leads County into a "New Decade"

**S**upervisor Pete Schabarum has accepted a great responsibility. Leading the County into a new decade, he has renewed his commitment to efficiency in government and sends the following message to all employees as 1990 Chairman of the Board:

"Serious problems continue to face the County of Los Angeles in 1990 and there are no easy solutions to any of them.

"Our jails are overcrowded; we are running out of space to dump our trash; the roads are congested; air pollution continues to choke us; and health care is not adequate for many.

"Pretty heavy stuff. So much, in fact, that many have the tendency to give up before they

start, thinking the problems are too complex or overwhelming to make a serious impact. This attitude must not prevail, however. We must find ways to make a difference, even when those actions are not popular. I refuse to stick my head in the sand; I hope you will not, either!

"We must put forth our best efforts and use innovative thinking to, if not solve these problems, at least lessen their impact.

"Many of our problems could be solved with money, but that money is not forthcoming, so we must find other ways to make a difference.

"The fact is, government cannot afford all the services that are needed or demanded by the public.

"The level of government funding, in fact, is decreasing in many fields, not increasing. Each year the County is faced with cutting services because its revenue doesn't equal the demands. For years we have had to make cuts in our health and mental health services, for example. And that is sure to recur again this year, given the proposed budget recently announced by the governor.

"How can we provide better, more efficient service with limited dollars? That is my challenge to all County employees, regardless of position or rank. What ideas do you have to improve your department's performance? How can we cut our programs that might be nice but  
*(Continued on page 2)*



**Sandra F. Reuben**

## Sandra Reuben Appointed County Librarian

On December 12, 1989, the Board of Supervisors appointed Sandra F. Reuben as Director of the County Public Library. With this appointment, Ms. Reuben becomes the seventh County Librarian in the Library's 78-year history. She is the first to be appointed from within the Department and will head one of the five largest public libraries in the nation. One of the top two in circulation, its annual circulation of over 12 million is exceeded only by the number of questions  
*(Continued on page 2)*

## Machen Heads Secretarial Council

The Los Angeles County Secretarial Council (LACSC) Board, under the direction of newly appointed President Cynthia Machen, is very excited about its goals for 1990. With the support of the Board of Supervisors and the Chief Administrative Office, the Council's top priority is to develop and implement a training program for newly appointed secretaries and those in the clerical field who are interested in enhancing their skills and career. To further the professional, personal and leadership development of County secretaries, LACSC will also subsidize training for its members.

The Los Angeles County Secretarial Council was organized in 1969 in order to further an exchange of ideas and information among secretarial ranks, elevate secretarial standards by means of continuing education, foster programs

for personal and professional growth and development, and fulfill the role of spokesperson for all secretaries of Los Angeles County.

The Secretarial Council is made up of secretaries at the level of Secretary I or higher among all series, including legal and medical secretaries, persons on secretarial items in special departments, and those performing secretarial functions according to the bylaws of the Secretarial Council.

Council members are planning a full range of activities this year, including their annual all-day seminar, which attracts over 350 secretaries, both members and non-members in attendance, in May; the annual Boss-Secretary luncheon, which will have over 750 attending; quarterly dinner meetings, fundraisers and special events,  
*(Continued on page 3)*



**Seated from left to right: Frances Lunetta, Vice President; Donna Beddow, Secretary; Cynthia Machen, President; and Chris Henricksen, Treasurer; Standing from left to right: Ksenia Salamon, Leona Martinez, Elizabeth Munnerlyn, Vicky Garza, Sylvia Segal, Eva Leger and Jane Sawai. (Not shown) Robyn Woodhouse.**

# Chairman Schabarum's Incoming Message

(Continued from page 1)

unnecessary so that we will have funds for the critical services?

"There is no way, for example, that we can build all the jails that are needed to house the increasing numbers of prisoners. Even if we had the money to build the jails, we couldn't afford to operate them. So what can we do? I will continue to work to improve the efficiency of the court system so prisoners won't be sitting in jail so long waiting for their cases to be adjudicated. It

sounds like a simplistic answer, but I assure you, it will work. Cases are continued time and time again without good cause. I have incurred the wrath of the court for suggesting they do a better job in this area, but that will not deter me. Being responsible doesn't always make you popular.

"I will continue to insist that the City of Los Angeles assume responsibility for its waste by opening a landfill instead of transporting its trash to outlying areas. I will press for establishment of new so-called transportation zones to provide

better, less expensive service than that now offered by the RTD. I will work toward getting a new County hospital in the San Gabriel Valley to better serve the needy in that area, who must now travel great distances for health care.

"I hope you chose to work for the County of Los Angeles because you wanted to help, to make a difference. Join me in looking for ways to increase efficiency and productivity, and eliminate programs and procedures that aren't vital so we can provide the services that are."

## Reuben Heads Public Library

(Continued from page 1)

answered, over 14 million! The County Public Library also ranks first in the number of library service outlets.

Ms. Reuben joined the Library staff in 1965 upon receiving her Masters of Library Science Degree from Denver University. During her nearly 25 years of service, Ms. Reuben has performed most jobs in the Library with the exception of driving its fleet of 50 trucks and maintaining its 92 buildings. Her jobs have included Children's Librarian, Children's Book Evaluator, Regional Children's Librarian, Adult Services Coordinator, and Regional Administrator for the North Region and the Institutions Region. Her most recent position was that of Chief Deputy County Librarian, an office she held since 1981. She is an active member of the California Library Association and served as President of the California Society of Librarians,

This is the Age of Information, and Ms. Reuben sees this as a challenging business opportunity for the County Library. A strong advocate of strategic management, she often quotes the final sentence of the Library's mission statement, "The Library is in the business of satisfying the customer's need to know." Her business philosophy is firmly based on customer satisfaction.

"We are fortunate in having recently established a Marketing Unit as part of our strategic plan. Sophisticated market studies will keep us close to our customers," Ms. Reuben states. She cites proudly the recent success of the Library's first fee-based services, FYI, which serves the business community, and Municipal Reference, which serves County employees, helping them to meet increasingly heavy work demands. Both services were established after market research indicated a need. A sense of quality is very important to Ms. Reuben. She speaks proudly of the Library's staff which she says strives to put quality and friendliness into its service.

Immediate priorities include bringing fully online the immense automated circulation system. This database will allow the same staff to keep pace with the increasing workload. It will also equip them with information and allow time for them to be more responsive to customers.

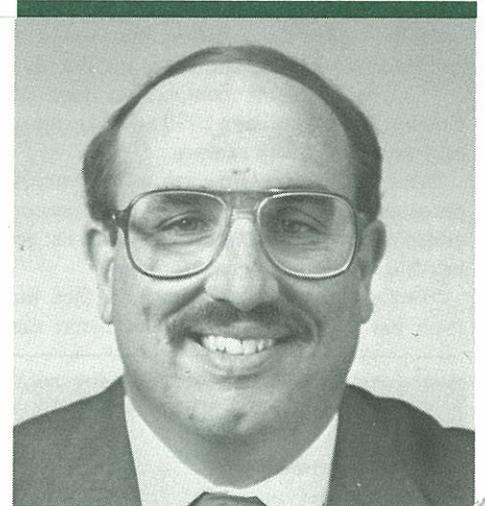
Ms. Reuben wants the Library to be considered the best place to work. Concerned with recent high turnover rates and low availability of qualified librarians, she is listening to staff recommendations for improving recruitment and retention.

There will be a continued effort to position the reference service to respond to the challenges which come with the Information Age and with the County's increasingly diverse demography. In 1990-91, following full implementation of the circulation system, the focus of resources will shift to development of the collection and to the provision of youth services. She dreams of making a difference in the high rate of illiteracy among the County's adults. She said she also intends to establish stronger networking with other public, corporate, and university library jurisdictions. Apart from work, what does she do with her spare time? Read, of course.

***"We are fortunate in having recently established a Marketing Unit as part of our strategic plan. Sophisticated market studies will keep us close to our customers"***

its professional arm. She served as statewide legislative coordinator for the California Library Association. Also active in the American Library Association, Ms. Reuben has been active on a variety of committees for the Public Library Division. Recently, she completed research for that organization as Chair of a special task force on the recruitment and retention of public librarians.

Ms. Reuben enjoys working with other service agents and speaks highly of her involvement with the County's Productivity Managers Network. Having served as its Chair in 1988 and 1989, she says that this experience was a high point in practicing managerial creativity and entrepreneurship.

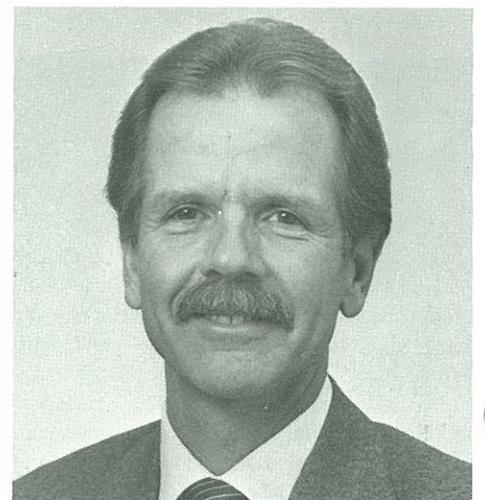


**Sgt. Bob Hermann**  
Sheriff's Department

## With Apologies To Hermann and Ferguson

The *Digest* sincerely apologizes to Bob Hermann and Cody Ferguson, recently elected members of the Board of Retirement.

The photos featured in the January 16th *Digest* issue were actually of Jack Thomas and Robert Kennard. The real Bob Hermann and Cody Ferguson are pictured here.



**Capt. Cody Ferguson**  
Fire Department

## Palmdale Express Hits the Road

An express bus route from Palmdale to downtown Los Angeles began operation January 2, thanks to Fifth District Supervisor Michael Antonovich and County Public Works. This is the longest intra-County public transit service ever operated.

The pilot service runs two early morning buses into the central business district and civic center. As about 40,000 of Antelope Valley's 200,000 residents work in the Los Angeles basin, more routes will be added shortly, including service from nearby Lancaster, and a route into the San Fernando Valley.

Half-cent sales tax revenues help support the service, which allows passengers to pay for only about half the cost of running the service. Monthly passes cost \$145 and are available in the Hall of Administration at the Treasurer-Tax Collector cashier's window on the first floor. One-way fares are \$5. Discounts are available for seniors and handicapped.

Antelope Valley Transit (AV Transit) Bus Route 785 picks up riders at 5 and 5:50 a.m. at the Park-and-Ride lot at 6th Street East and Tri-Star Way near Lockheed Plant 10 in Palmdale. The bus then takes the Antelope Valley Freeway to Interstate 5, arriving downtown Los Angeles approximately 90 minutes later, operating along Spring, First, Hope, Flower, and Sixth streets. For the return trip, buses begin picking up passengers in the afternoon at approximately 5 and 5:05 p.m. and arrive at the Park-and-Ride lot about two hours later.

AV Transit Commuter Express Service motor coaches feature reclining seats, individual overhead reading lights, convenient parcel racks, lavatory facilities and complete climate control.

For more information call (805) 948-8421 or from Los Angeles call 1-800-552-8BUS.



## Our Presidents Remembered



For those of us who work in public service, "Presidents' Day" is much more than a day of celebration. It is also a day to reflect on what our presidents envisioned this great country to be and the great calling to public service.

Our first president, George Washington, born into a Virginia planter family, was a Virginia gentleman. During his life, he pursued two intertwined interests: military arts and western expansion. After a distinguished military career, he worked diligently to develop our Constitution and following its ratification was unanimously elected president in 1789.

"It was no easy task," wrote Clinton Rossiter, "to be the first occupant of a mistrusted office under a dubious Constitution." However, it is unmistakably true that President Washington made the government work as only he could. He built the peace on which it was based; he presided over the formulation of its legal structure; he nurtured and governed its birth. And during his eight years as President, Washington's integrity set a pattern for all presidents and public employees to follow.

Following in President Washington's foot-

steps, our sixteenth president was Abraham Lincoln, who served from 1861 to 1865.

The son of a Kentucky frontiersman, Lincoln was born on February 12, 1809, and as a farmer had to struggle for a living and for an education. He eventually became a lawyer with the ambition of a little engine that would not rest. Following eight years in the Illinois legislature, Lincoln was elected president in 1861. During his presidency, Lincoln never let the world forget that government of the people, by the people and for the people should not perish from this earth.

Upon his re-election in 1864, President Lincoln delivered the following words, "With malice toward none, with charity for all, with firmness in the right, as God gives us to see the right, let us strive on to finish the work we are in, . . . to do all which may achieve and cherish a just and lasting peace among ourselves and with all nations."

All of us who work in public service can take pride in our leaders, past and present, and continue the tradition of daily contributing to the enhancement of the quality of life in our communities.

## Hispanic Managers Co-Sponsor "Career Awareness Day"

The Los Angeles County Hispanic Managers Association (LACHMA) and the student body, staff and administration of Chester W. Nimitz Junior High School recently co-sponsored a "Career Awareness Day". Guadalupe Simpson, Principal, and Joe Delgado, LACHMA President, welcomed over 150 presenters from the government and private sectors invited to address the students on making proper career decisions and the importance of remaining in school.

The "Career Awareness Day" at Nimitz Junior High, located in Huntington Park, is held each November and April to provide successful role models for the students to talk with in a

classroom environment. The presenters are scheduled for two 25-minute presentations about their professions, followed by a discussion session allowing the students to seek advice and information. Several presenters, including those from LACHMA, have been active in these events and return because of the opportunity to inspire the students to reach toward academic success.

In keeping with the LACHMA's goal to promote public service awareness in the community, the Hispanic Managers Educational Foundation presented a \$1,000 check to Nimitz Junior High to provide for the educational needs of the students.

## Secretarial Council

(Continued from page 1)

such as theatre events, holiday brunch, television audience participation, baseball games, and even a trip to Laughlin, Nevada.

As they enter the 1990s, the Los Angeles County Secretarial Council Board hopes to achieve a record-breaking membership, while at

the same time encourage and attract more participation and new ideas by all Los Angeles County secretaries.

For more information regarding membership into the Council, contact Cynthia Machen at (213) 974-4444, Ksenia Salamon at (213) 974-1922, or any Council Board member.

### ATTENTION COUNTY EMPLOYEES!

#### Career & Personal Development Opportunity

For WOMEN (and men)  
Over 40 Outstanding Seminars Planned!

#### 17TH ANNUAL WOMEN'S EMPLOYMENT OPTIONS CONFERENCE Disneyland Hotel, Anaheim

Friday, March 30, 1990 and  
Saturday, March 31, 1990

Co-Sponsored by the Office  
of Affirmative Action Compliance

For further information, Contact  
Lorraine Parra, OAAC, at  
(213) 974-1393

Your attendance is encouraged!



Hilda Nigro, retiring Digest Editor

## Hilda's Wish Comes True

Hilda Nigro, prior to her retirement on January 2, 1990 as Managing Editor of the County *Digest*, revealed a secret wish to some friends. "I've always had a deep admiration for firefighters. As a young school teacher, whenever I heard a fire engine siren go by, I would point out to my class that firefighters save lives and property, at times at great risk to their own lives. I especially admired the driver at the back of the long hook and ladder fire engine. What a skill! I hope one day I can sit in that seat."

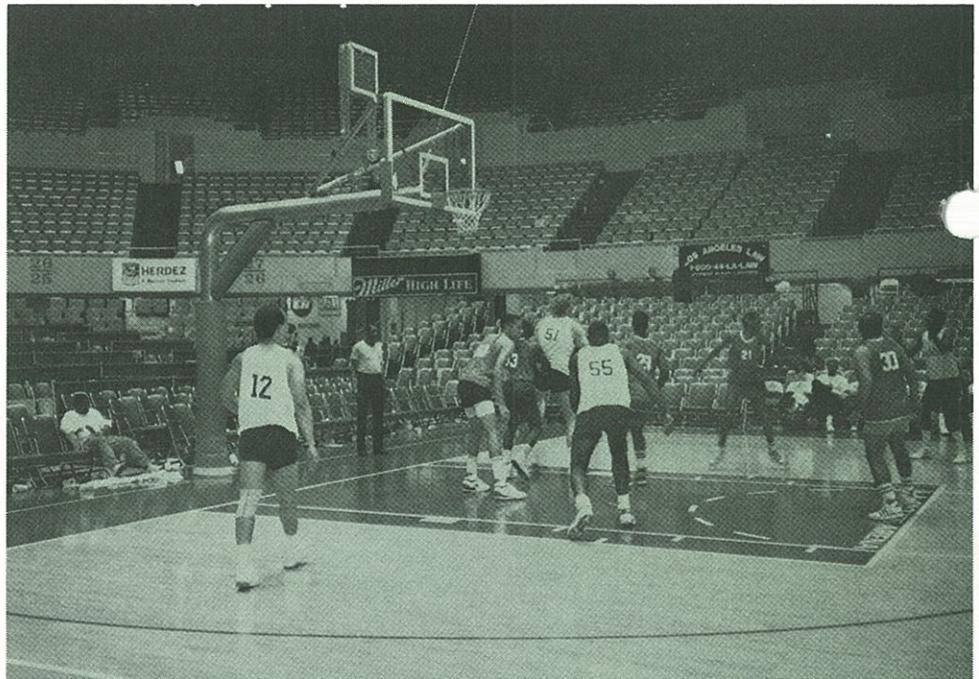
Well, Hilda's wish has come true. With the help of several Forester and Fire Warden employees, from the Chief on down, Hilda, wearing a firefighter's helmet, was able to join in on a short fire engine ride. All Hilda could say was, "Wow!" and "Thank you!" A special thanks to Ruben Davalos, Jim Davis, Carl Nobuyuki, Chief Skip Bennett, Battalion Chief Berl Dahlstrom, Captains Wayne Ibers and John Baily, and Engine Company No. 8 for making Hilda's wish come true.

Hilda leaves County service to enter a second career as an Assistant Archaeologist in Europe. Her assignments in 1990 will include digs in Egypt, Greece and Portugal.

## TRAFFIC Advisory

Trying to get to your destination on time? Remember, slowing down to gawk at traffic incidents can make you, and everyone behind you, late! Please, do your part to keep traffic moving.

— A friendly service of the County TRAFFIC Committee.



County Basketball League in action.

## County Basketball League Opens Season

Attention County athletes. The County Basketball League is now a reality. If you are interested in seeing your friends from the Assessor, Public Works, DPSS, Children's Services and Internal Services run up and down the court, then visit the Weingard YMCA, at 9900 South Vermont. Games are every Tuesday evening, from 7 p.m. to 9 p.m., and Saturdays at noon. League playoffs are scheduled for March 7 beginning at 7 p.m. The league championship game will be held on March 11 at noon.

Michael Williams, Children's Services, who is functioning as league coordinator, invites other County teams or individuals to sign up now. Three men's divisions are available: 35 and up; open; and 6 ft. 2 in. and under. He can be reached at the Children's Services Belvedere

Office, (213) 727-4231 or at the Weingard YMCA, Tuesday - Thursday (7 p.m. - 9 p.m.) or Saturday (10 a.m. - 1 p.m.) at (213) 754-3191. Williams stated that all league participants can make arrangements to use all of the Y's facilities, including the gym for practice. "The Weingard Y is our home gym," added Williams.

## CENSUS '90



### Stand Up And Be Counted

The Bureau of the Census is preparing to take the 1990 Census of Population and Housing. In mid-March, you will be receiving a questionnaire by mail.

Your participation and cooperation is essential. It will be your census answers that will help make important decisions about our representation in Congress and funding for jobs, housing, new businesses, schools and family aid.

REMEMBER BEFORE APRIL 1, 1990  
ANSWER THE CENSUS.

County of Los Angeles

## DIGEST

### MEMBERS OF THE BOARD

PETER F. SCHABARUM  
Chairman  
First District

KENNETH HAHN  
Second District

EDMUND D. EDELMAN  
Third District

DEANE DANA  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

RICHARD B. DIXON  
Chief Administrative Officer

EVELYN GUTIERREZ  
Editor - In - Chief

LINDA CENTELL  
Managing Editor

Room 783, Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Telephone: 974-1771