

County DIGEST



JANUARY 1998

COUNTY OF LOS ANGELES

A Chair Looks Forward

by Yvonne Brathwaite Burke

I want to congratulate and compliment my colleague, Zev Yaroslavsky, on the manner in which he discharged his duties as Chairman of the Board of Supervisors in 1997 and to say how much I appreciate this opportunity to lead a board that has been working together above and beyond political party considerations.

The previous twelve months were a time of great change, and 1998 will be the year in which we must find ways to implement the momentous policy changes of 1997. We also face the challenges of problems past.

On the social front we must formulate plans to provide adequate services and training to our residents in the wake of federal welfare reform changes. Among other things I look forward to the start up of the Leader program, the new computer-based intake program in the Department of Public Social Services. This program will screen incoming clients and determine which of the County's services a person is eligible for - such as food stamps, TANF or Medi-Cal - all in one visit. No longer will people have to go from place to place to find out about different programs or miss out altogether on some program for which they might be eligible because they or their social worker did not know about it.

Other technology challenges include upgrading the system relating to family support and electronic transfers. New registrar and voting mechanisms will also be an area of major concern.

Health care delivery continues to be a priority. 1998 will bring us the challenge of insuring that L.A. County continues to be able to provide a health safety net for our residents in the face of managed care and County to compete

with private caregiver organizations for patients with Medi-Cal benefits.

Economic forecasts for 1998 are very encouraging despite the upheavals in Asia. However, we must remain cautious. I'd like to see the Board of Supervisors continue to search for greater efficiencies in

County government so that we won't find ourselves in the financial crises of the last two to three years again. I'd also like to see

more attention paid to creating a more business-friendly environment in the County, especially for small businesses which provide the majority of employment in our communities. In addition, I look forward to the Board continuing to support County outreach programs and insuring that women- and minority-owned businesses have the opportunity to participate in and contribute to the general prosperity.



With trial court funding we have an opportunity to move forward with greater security and efficiency in our courts.

One of our greatest challenges is the mounting number of children in our child protective services. My hope is that we reverse this trend and start to diminish the problems of child abuse and neglect. We must also be able to insure safe, quality care for those children who become part of our foster care system.

The Board of Supervisors has taken great pride and a strong stand in promoting the County as an example for the nation of greater opportunity and harmony among the diverse citizens that make up Los Angeles. I'm certain we'll see this continue.

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Meet the Auditor-Controller

A Department that Pays

The Auditor-Controller is involved in almost everything the County does. In fact, 2.3 million checks were mailed to vendors, property owners and others last year. Paying for the County's purchases is just one of the many business activities performed by the department composed of 325 people.

Twice a month, the Auditor-Controller processes the payroll for the County's 80,000 employees. As with many activities performed by this department, the process requires the active support and involvement of key people in other departments. Using the department developed and maintained Countywide Timekeeping and Personnel Payroll System (CWTAPPS), personnel and payroll staff throughout the County provide the information needed to pay each employee. Meanwhile, there are deductions to add or change, garnishments to process, corrections to make and taxes to withhold. Eventually, the departments pick-up and deliver that important paystub to their employees. Last year, over 2 million were distributed!

Every government agency or business entity needs to maintain a set of accounting records to meet reporting requirements and to see how things are doing. In the County, this task falls on the Auditor-Controller. Using the department developed and maintained Countywide Accounting and Purchasing System (CAPS), every transaction is captured, summarized and reported. CAPS forms the backbone to monitor the County's finances.

The Auditor-Controller is also involved in social services programs. Recent changes in service delivery (on-line payment issuance) have reduced the department's role but it continues to reconcile bank accounts and track payments with the use of the Automated Warrant Inquiry System (AWINS), another department developed and maintained innovation. Did we say that there are 6 million checks to keep track of annually?

What happens when a check is lost and is cashed by someone else? The

department sends its claims investigators who determine if a replacement check should be issued. And ever wonder who defends the County in small claims court? These same claims investigators do.

A more visible function of the Auditor-Controller is auditing. With a history exceeding 50 years, the department could possibly be one of the oldest internal audit groups in the nation. The department focuses on improving the performance of all areas of the County through its programs on audits, fiscal training and management advice. In addition, the department operates the County's **Employee Fraud Hotline: (213) 974-0914**.

The department also plays a key role in administering the property tax program. Working with the Treasurer and Tax Collector and the Assessor, the Auditor-Controller calculates the property taxes due then distributes the collected taxes to the 88 cities within the County, redevelopment agencies, special districts and the County general fund. A significant part of everyday work is devoted to assisting taxpayers in understanding their tax bills and ensuring that they reflect the correct amount due.

With a significant reliance on automation and the high volume of transactions processed each day, some things can and have gone wrong.

"Our goal is to be perfect. If something is not right the first time, then we want to do everything possible to correct it immediately," said Assistant Auditor-Controller Michael Galindo.

"We have exceptional employees who work under pressure and more often than not receive thanks as the first person who actually listened and got something done. Each problem, criticism and mistake is an opportunity for us to improve our process," added Galindo.

The department's employees actively participate in County events making the department a high performer in WalkAmerica and the charitable giving campaign. Each December since 1981, its

employees, friends and other members of the County family donate blanket sleepers to *Para Los Ninos*. Anyone interested in joining this effort should contact any Auditor-Controller employee.

Our hats are off to the department's employees for their work efforts and community spirit.

Office of Small Business

Los Angeles County has an office to help small businesses obtain access to County procurement opportunities, thanks to the leadership of Supervisor Michael D. Antonovich and the unprecedented interdepartmental cooperation.

"Cutting red tape for our County's small businesses will create jobs and reduce costs to the taxpayers," said Supervisor Antonovich at the official opening of the office in September. "With the click of a mouse, a new lane at <http://www.laosb.org> has been added to the information superhighway which will enable businesses in the County to speed forward toward economic opportunity," Antonovich added.

The County's Office of Small Business (OSB), located at the Community Development Commission (CDC) in Monterey Park, uses advanced computer technology to provide a centralized electronic listing of County contracts over \$25,000. Previously, vendors had to contact each department to seek this information.

Funded by a \$150,000 grant from the U.S. Department of Commerce's Economic Development Administration (EDA) and in-kind support from the CDC, no County general funds were spent to develop or operate the office.

January Retirees

Congratulations to the following employees who are joining the ranks of the retired after 30 or more years of service to the people of Los Angeles County:

ASSESSOR: Max E. Goodrich, Charles T. Isara

CHIEF ADMINISTRATIVE OFFICE: Claus Marx

CHILDREN'S SERVICES: Aylene T. Kovary, Willie J. Peevy

DISTRICT ATTORNEY: Douglas A. Eaton

FIRE: Gary B. Davis, Mark J. Manders, Roy A. Spear, Jr., Peter Casamassima

HEALTH SERVICES: Stuart Lee, Mary D. Locher, Gloria Magee, Pollard Sims, Jr., Velma Terrell

INTERNAL SERVICES: Hiroshi N. Honda, Geraldine N. Isara, Elliott D. Kennedy

PROBATION: Christopher W. Bronson, Floyd M. Simpson, Carol Y. Traylor

PUBLIC SOCIAL SERVICES: Robert L. Burgess, William W. MacFadden, Eleanor Rose

PUBLIC WORKS: William R. Slavin

SHERIFF: Robert W. Brown, William T. Carlton, John P. Mata

Congratulations to the following employees who are retiring after serving the people of Los Angeles County for more than 25 years:

AUDITOR-CONTROLLER: Jorge L. Cabrera

CHILDREN'S SERVICES: Kathleen Kay

DISTRICT ATTORNEY: Michael L. Monroe

HEALTH SERVICES: Barbara J. Bowman, Norma J. Davis, Orest Gorchynski, Betty J. Ross, Mona M. Smith, Edna D. Tolentino, Laura B. Williams, Bruce Zawacki, Naomi G. Bueno

INTERNAL SERVICES: Rafael F. Ortiz, Domenic S. Rizzi

PROBATION: Herbert M. Grady

PUBLIC DEFENDER: Betty Thomas

PUBLIC LIBRARY: Michael P. Garofalo

PUBLIC SOCIAL SERVICES: Sandra Sessinghaus, Linda J. Wallace

PUBLIC WORKS: Wagih Elmasry

SHERIFF: Russell W. Collins, William E. Strait, Steven D. Forst

SUPERIOR COURTS: Frances Carrillo

Supervisor Don Knabe: Chairman Pro Tem



Fourth District Supervisor Don Knabe was elected by his peers as Chairman Pro Tem of the Board of Supervisors for 1998. By County ordinance, the Chairman Pro Tem becomes Chairman of the Board the following year.

Supervisor Knabe's election occurs on his first anniversary in office. Looking back, Knabe said, "1997 was an extremely successful year for the County. From the opening of the Twin Towers Jail to the transformation of our health care system to audits of all County departments, this was a year where rhetoric was replaced by actions."

During his first year, Knabe was instrumental in finding funds to operate the new jail, bringing anti-gang funds into his district, breaking ground on the Airport Courthouse and the passage of Proposition E to assure adequate funding for the Fire Department. In the area of cutting waste, the Supervisor has initiated audits of all County departments and called for the consolidation of the three Safety Police units into one department.

Additionally, Knabe led the charge to defeat a proposal to privatize the world renowned Rancho Los Amigos Medical Center that included the unprecedented guarantee of a profit to a private provider at taxpayer expense. On the economic development front, he pushed for the adoption of an Asset Management Strategy for Marina del Rey to provide sensible second generation redevelopment of this important asset and initiating Economic Strike Forces to work to retain and recruit businesses in the County.

Supervisor Knabe also took a proactive leadership role in Sacramento and Washington, D.C. He represents the County on the Executive Committee of the California State Association of Counties. Moreover, Governor Wilson appointed the Supervisor to the California Film Commission to promote the growth of the entertainment industry.

HAPPY NEW YEAR

Jack Daugherty

Employee of the Month

He has six children, 19 grandchildren and two great grandchildren; a Marriage, Family and Counseling license; and degrees from San Diego State University and California State University, Los Angeles. Recently, he was honored by the Board of Supervisors as the December 1997 County Employee of the Month.

Jack Daugherty, a 28-year County employee, received a pin and commendation from Supervisor

Yvonne Brathwaite Burke, the Chair of the Board. Daugherty, a Clinical Psychologist I with the Antelope Valley Rehabilitation Centers of the Department of Health Services, works as a counselor at the Acton Rehabilitation Center. His major responsibilities include carrying a full caseload of clients, keeping clinical records, documenting services provided to patients and their families, facilitating groups, teaching classes and supervising two lower level counselors.

Daugherty began his County career in 1969 as "Chief of Rehabilitation Services" at Mira Loma Rehabilitation Center. He continued to assume the

position at Lake Hughes Rehabilitation Center in 1972 where he was responsible for the design, development and coordination of a program to treat alcoholism. To utilize all staff in the treatment process of patients, he emphasized a "milieu therapy" and instituted and organized a large community volunteer services program which played a pivotal role in the residents' recovery.



The honoree with Supervisor Burke.

"The 12-step programs -- Alcoholics Anonymous, Narcotics Anonymous and Cocaine Anonymous -- coupled with church involvement is one of the best ways to overcome an addiction," Daugherty said.

As a matter of fact, Daugherty and his wife, Jeanie, have been devoting their Sundays to transporting interested residents of Acton to a nondenominational Christian church service in Lancaster. They have been providing this service for more than 18 years and currently transport 60 to 80 residents each week.

"I find the most satisfaction in seeing or hearing from those I have helped, that church involvement assisted in their rehabilitation," Daugherty said.

Under his guidance, the first

"Vocational Rehabilitation Program" was developed at Lake Hughes and later instituted at Warm Springs and Acton. In less than two years, the program had attracted unsolicited visitors from within and outside the boundaries of the County and as far away as Canada.

Daugherty developed and directed the Substance Abuse Program at Mira Loma (now High Desert), was instrumental in developing a follow-up plan in the Public Health Program and instituted a Volunteer Recognition Program at Lake Hughes. For the past 25 years, he has been a volunteer at the International Al-Impics for individuals who are in the recovery stage.

"Alcoholics and addicts compete in a sober setting. They don't need drugs and alcohol to be winners," Daugherty said when asked why the International Al-Impics is so special to him.

Jack Daugherty's commitment to rehabilitating alcohol and/or substance abuse victims is evident in the many public health and substance abuse organizations he actively participates in.

Congratulations!

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The office began as a vision of the County Contracting and Purchasing Council, a volunteer group who wanted to increase access to County procurement opportunities. It resulted in Supervisor Antonovich's introduction of a Board motion to seek grant funds and establish an Office of Small Business.

As directed by the Board, an advisory

board comprised of public and private sector officials was created. Two of the members represent the Southern California Edison Company and the Walt Disney Company.



Supervisor Antonovich looks at the Office of Small Business' Web site.

The Office of Small Business also serves as a centralized source of information on any questions affecting the business community and can be reached at (213) 890-7462 or (800) 555-3815.

Members of the Board

Yvonne Brathwaite Burke
Chair
Second District

Gloria Molina
First District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

Michael J. Henry
Director of Personnel

Sandra A. Hoodye
Ombudsman/Community Liaison

John S. Mina
Staff