



County of Los Angeles CIVIL GRAND JURY

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May 9, 2017

Pursuant to California Penal Code Section 933 and 933.05 most agencies and elected officials responded to the recommendations documented in the 2015-2016 Los Angeles County Civil Grand Jury Final Report published on June 30, 2016. The 2016-2017 Los Angeles County Civil Grand Jury captured these responses and they are provided herein for review.

Los Angeles County Civil Grand Jury

A handwritten signature in black ink, reading "Douglas Benedict".

Douglas Benedict, Chairperson, Continuity Committee
2016-2017 Los Angeles County Civil Grand Jury

A handwritten signature in black ink, reading "Joanne Saliba".

Joanne Saliba, Foreperson
2016-2017 Los Angeles County Civil Grand Jury

TABLE OF CONTENTS

INVESTIGATIVE COMMITTEE REPORTS

I R.1	Inadequate El Niño Planning For County Homeless Population Responses Received To Recommendation of IR1
I R.2	Who Cares For the Dead When the Dead Don't Vote (IR2)
R.3	A Closer Look At Policing and the Mentally ILL
R.4	Alternatives to Squalor: The Need to House The Homeless
R.5	Appointed Commissions: Transparency Will Maintain The Public Trust
R.6	Capital Appreciation Bonds And Other School Bond Dept.:
R. 7	ETO2V: Everybody Turn-Out To Vote
R.8	ICE IN L.A
R.9	LAUSD: Follow The Money
R.10	Park And Ride: A Los Angeles Illusion
R.11	Politics 101: Observation On Los Angeles County Governance
R. 12	Ready Or Not: Adulthood is NOW
R.13	Renter Or Landlord: Who Benefits?
R.14	Save Our Seniors: Nursing Home Inspections
R.15	The Los Angeles County Probation Department and Technology
R.16	Trying to Keep "Mom and Pop" Afloat
R.17	Where Had L.A.'s Property Gone? To Whom and For How Much?
R.21	Detention

IR.1

Inadequate El
Niño Planning
for County
Homeless
Population



City of Arcadia

Dominic Lazzaretto
City Manager

April 7, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: El Niño Planning for County Homeless Population

This letter is in response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report ("IR") on Inadequate El Niño Planning for Homeless Population.

An email was sent to City Managers on December 28, 2015, advising that the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Niño Planning for Homeless Population was released on December 29, 2015, with instructions to all 88 cities in Los Angeles County to respond within 30 days of the receipt of this report.

Below are the detailed responses from the City of Arcadia to the Los Angeles County Civil Grand Jury request for information regarding El Niño Planning for County Homeless Population.

IR1.1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Response: The City of Arcadia understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's Homeless population. The City of Arcadia, along with other cities in the San Gabriel Valley, has been working cooperatively in recent years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of the San Gabriel Valley, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. The County, on the other hand, serves this function through its County Department of Public Health

programs. In addition, there are a number of non-governmental organizations (most specifically, Union Station Homeless Services) that provide services to the homeless regionally and would be relied upon to provide temporary shelters during significant weather events. Their coordinated entry system is effective on a regional basis at a level that no individual small city could provide. The City would coordinate with these partners to identify and open temporary shelters as needed.

The City of Arcadia has a Community Center within its boundaries, which is used as a designated Cooling Center in the summer months and can be used to shelter the homeless during business hours; however, the building is not designed to as a living shelter for displaced or homeless population. The building is designed to accommodate local events, senior activities, and recreational events. Likewise, the City Library can serve as a daytime shelter during inclement weather and has also been designated as an official Cooling Center. While the City could possibly coordinate with the local school district to provide overnight shelter space for Arcadia's identified homeless population during inclement weather – schools often have cooking facilities, showers, locker rooms, and large common rooms that go unused overnight – care would need to be taken to ensure that conflicts are avoided between sensitive populations. A more natural partner in sheltering the homeless temporarily would be to work with local community organizations – Elks Lodge, Masonic Lodge, and local churches.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response: The City of Arcadia understands emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Niño flooding event, anyone who needs housing assistance would be helped; per City disaster plan protocol, no

identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the San Gabriel Valley area are part of LA County Operational Areas for Emergency Management. Once an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated.

The City of Arcadia does not maintain a cache of supplies or equipment for any of its residents in the event a shelter is needed or established. Therefore, it would be necessary to obtain sleeping cots, temporary lockers to secure belongings, linens, blankets, towels, toiletries, food, and water to adequately accomplish the goals identified in IR1.1. The City would need to coordinate with local hospitals and County healthcare agencies to provide medical services, as there is not a local Department of Health to provide for such needs. Patrol by police occurs in around the City, including city owned buildings; the City plans to increase its patrols during significant weather events to ensure the safety of all. Any temporary shelters administered by the City would be included in these additional patrols.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response: The City of Arcadia understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Arcadia Municipal Code and Housing Element of the General Plan were amended comply with Senate Bill 2 to permit transitional and supportive housing facilities by right, meaning that without special permits or approvals, housing can be provided (consistent with the state of California housing law, CA Code 65583(a)4a). As such, the City of Arcadia has no ordinances or regulations that impede the temporary sheltering of people in public structures during an El Niño or other catastrophic event; therefore, there would be no need to modify any ordinances or regulations. However, any identified structures would still need to adhere to Uniform building and fire safety codes.

IR1.4. *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

Response: The City of Arcadia understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Arcadia Municipal Code and Housing Element of the General Plan were amended comply with Senate Bill 2 to permit transitional and supportive housing facilities by right, meaning that without special permits or approvals, housing can be provided (consistent with the state of California housing law, CA Code 65583(a)4a). In addition, any required permit fees for disaster shelters are waived by the City, per City Ordinance. As such, the City of Arcadia has no ordinances or regulations that impede the temporary sheltering of people in private structures during an El Niño or other catastrophic event; therefore, there would be no need to modify any ordinances or regulations. However, any identified structures would still need to adhere to Uniform building and fire safety codes.

IR1.5. *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

Response: The City of Arcadia understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Cooling Centers as part of the city's emergency response plan. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters on the City's website and at the Community Center as well as for non-governmental shelter locations such as Union Station Homeless Services.

The City of Arcadia has no plans to purchase tents, tarps, or ponchos for the homeless population. The City would be more likely to utilize its resources to provide temporary shelter spaces in existing facilities, as identified in IR1.1. Based on the 2015 Greater Los Angeles Homeless Count, 22 homeless people have been identified as living in the community. This number can reasonably

be accommodated temporarily within permanent structures, if necessary.

IR1.6. *The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

Response: The City of Arcadia agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. As such, the City coordinates with local homeless shelters (e.g., Union Station Homeless Services in Pasadena and County facilities) and has provided funding to local homeless coalitions to ensure that they have the resources to provide distribution services if necessary. If requested, the City would make space available within its parks and civic facilities to serve as distribution locations for supplies to the homeless by these partnering agencies.

IR1.7. *Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

Response: The City of Arcadia agrees public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. The City staff will make public service announcements about the list of local shelter locations in Los Angeles County for unsheltered population on its website and at key locations such as the Community Center, where social services referrals are common. Homeless information would be made available on the City's website, local newspapers, and social media channels in an effort to provide information about cold weather shelters, shuttles available, and other resources during emergency events. For the senior and disabled homeless population, Arcadia Transit's Dial-A-Ride service could be utilized as a door-to-door transportation option; in times of emergencies, the low-cost fees could be waived and shuttles may be made available.

The City is also in the process of forming the West San Gabriel Valley Mental Evaluation Team (MET), in partnership with the Cities of South Pasadena, Monrovia, and Irwindale, which will provide information, assessments, and referrals for the homeless population through Police Officers and medical professionals. The MET will be critical in providing information and referrals during emergency events with known homeless populations.

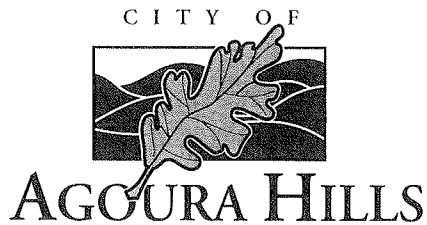
The City of Arcadia appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Interim Report recommendations. If you need further assistance, please feel free to contact me at domlazz@ArcadiaCA.gov or at (626) 574-5401 or Sara Somogyi, Director of Recreation and Community Services at SSomogyi@ArcadiaCA.gov or (626) 821-4369; Ms. Somogyi serves as the City's liaison for homeless issues.

Sincerely,



Dominic Lazzaretto
City Manager

c: Sara Somogyi, Director of Recreation
and Community Services



4-7-16
lee
Dico

"Gateway to the Santa Monica Mountains National Recreation Area"

March 10, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Request for Response – Inadequate El Nino Planning/Homeless
(Agoura Hills)

Your Honor:

This letter is in response to the request to answer Items IR1.1 - IR1.7 as directed in the interim report, *"Inadequate El Nino Planning For County Homeless Population: An Interim Report by the 2015-2016 Los Angeles Civil Grand Jury"*.

Item IR1.1

The City of Agoura Hills, similar to neighboring municipalities in this area, does not have a homeless population within its borders. As a small contract City, with a population of 22,330 residents, there are currently no large public facilities that could accommodate the temporary sheltering of 29,000 homeless people from inclement weather in connection with El Nino storms. The City does have a small community room that could be used to provide temporary sheltering. While designed to accommodate 80 persons, if overnight accommodations were required this number could be reduced to half. This recommendation has been implemented.

IR1.2

N/A. While the City does not have a site to accommodate the homeless, additional supplies that would be needed at a temporary shelter would include: 1) cots, 2) bedding and blankets, 3) food, 4) water, 5) basic first aid supplies (bandages, etc.), 6) secondary shelters/cages for pets.

IR1.3 & IR1.4

The City does not have any ordinances that would impede the temporary sheltering of the homeless. This recommendation been implemented.

March 10, 2016

Page 2

IR1.5

The City Manager has budget authority up to \$25,000 to address emergency related scenarios. This authority would apply to address homelessness response. This recommendation has been implemented.

IR1.6

N/A. As part of the City's overall emergency preparedness efforts, the City would reach to its current volunteer Disaster Response Team membership to assist with distribution efforts. They currently assist the City with emergency and other community efforts. Other area service clubs, local churches, etc., would also be utilized.

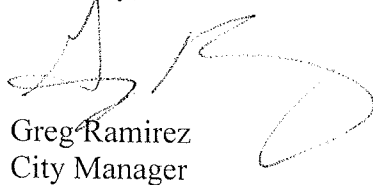
IR1.7

N/A. The City currently has several communication tools, i.e., website, city bulletin boards, public access channel, and social media tools, to assist with dissemination of Public Service Announcements regarding public safety and the location of temporary shelters.

I hope this information has assisted your efforts. If you have questions regarding this letter, please contact me at (818) 597-7311 or Louis Celaya, Deputy City Manager at (818) 597-7314.

Thank you for your attention.

Sincerely,

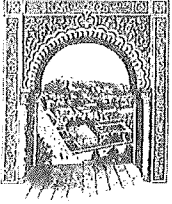


Greg Ramirez
City Manager

cc: City Council
City Attorney

City of Alhambra
Office of the City Manager

March 14, 2016



*Gateway
to the
San Gabriel Valley*

*111
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Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

RE: AN INTERIM REPORT (IR) BY THE 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY – INADEQUATE EL NINO PLANNING FOR COUNTY HOMELESS POPULATION – CITY OF ALHAMBRA

Dear Honorable Presiding Judge:

In response to the Los Angeles County Civil Grand Jury's interim report "Inadequate El Nino Planning for County Homeless Population", the City of Alhambra has prepared the following response to the seven recommendations that the CGJ has formulated.

However, before addressing the recommendations from the CGJ, it is important for the City of Alhambra to elaborate on the great work that the City and community has embarked on in an effort to address the homeless situation. The Alhambra Police Department has a fantastic Community Oriented Policing and Problem Solving Section (COPPS), staffed with a Lieutenant, Corporal and Crime Prevention Specialist. The COPPS Section also has two additional police officers assigned to the Alhambra Unified School District, these school resource officers coordinate homeless issues for the School District. This section has become extremely proactive in working with the homeless, transient, and mentally ill in Alhambra. The COPPS section have contacted homeless individuals and attempted to reconnect them with family and friends that can provide monetary and medical assistance, they have transported them to the hospital for medical and psychiatric evaluation, and at the request of the homeless, they have transported the individuals to nearby shelters, such as Union Station in Pasadena, where they can find shelter, showers, and hot meals.

As a result of their diligent efforts, the Alhambra Police Department has successfully forged an alliance with Los Angeles County Department of Mental Health, which has resulted in providing the Police Department with a full-time (40 hours per week) Mental Health Clinician, who is assigned to the Corporal in the COPPS section. The Mental Health Clinician has become the Corporal's partner, they respond to all service calls in the community in which a homeless or mentally ill individual is involved, they perform field evaluations, the clinician determines if the individual needs medical attention and should be taken for a mental health evaluation and safety hold, and they attempt to provide these homeless individuals with resources to help get them off the street. Resources



include everything from providing motel or hotel vouchers, to hot meals, to supplies, to the ability to reconnect with distant relatives. Unfortunately many of these homeless individuals are resistant to services or medical attention.

The efforts of the Alhambra Police Department's COPPS section are not solely confined to individual homeless on the streets, but also homeless families that are identified through a partnership with the Alhambra Unified School District. With the two School Resource Officers that the COPPS section has assigned to AUSD, they help identify families that need assistance in the form of motel vouchers for homeless families and other much needed supplies. In addition to these partnerships, the Alhambra Police Department has found themselves in situations where the night patrol encounters a homeless family late one evening, and the officers in the station have pooled their personal funds to purchase motel vouchers, food and meals, clothing, diapers, and car seats. As a result of the selfless acts of the Police Department, a new effort is being developed between the Alhambra Police Foundation (a charitable organization established by the Police Officers to provide programs and services to improve the quality of life in the community) and the Alhambra Community Coordinating Council (a body composed of representatives from Alhambra's various non-profit organizations, churches, and service clubs) to fundraise and establish a Homeless Emergency Fund that can be accessed after hours and on weekends by police officers that encounter homeless individuals and families that need quick, immediate, and temporary assistance in the form of hotel vouchers, meals, clothing, and baby supplies.

In addition to the great progress made by the Alhambra Police Department, more efforts are constantly being developed. At this time, the COPPS unit has made outreach to a number of homeless individuals in Alhambra, offering transport to the Pasadena Bad Weather Shelter, which was in operation November 27 – March 1 at Pasadena Covenant Church. This shelter is open when there is a forecast of 40 degree or below weather and/or a 40% chance of rain, and the COPPS officers will actively locate our homeless individuals and volunteer to transport them to the Bad Weather Shelter.

The efforts to assist the homeless population of Alhambra is not confined solely to the Police Department, the faith-based community and non-profits and service clubs in the City also routinely operate food banks, soup kitchens, and projects that provide blankets, shoes, school supplies, baskets of food, and toys at Christmas for the homeless in Alhambra.

The City of Alhambra's response to the seven recommendations are as follows:

- *IR1.1 - The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Using the data collected by volunteers that were dispatched into each census tract in the City of Alhambra on January 27, 2016 as part of the 2016 Greater Los Angeles Homeless Count, which was coordinated by the Los Angeles Homeless Services Authority (LAHSA) and the City of Alhambra, a total of 20 homeless

individuals were discovered living on the streets, in parks, cars or other places not meant for human habitation. When you compare the City of Alhambra's homeless population to other cities within LA County such as Long Beach, which has approximately 10,000 homeless individuals, the City of Alhambra's homeless population is very low.

With that data in mind, the City of Alhambra has proactively established strong working relationships with the American Red Cross, and have in place an agreement with the American Red Cross to open emergency shelters in the event of a disaster or extreme weather condition causing catastrophic damage in the City of Alhambra. The American Red Cross and City of Alhambra have identified Joslyn Adult Center, Almansor Park Gymnasium, and the Granada Park Gymnasium as three pre-designated shelter locations in the City of Alhambra.

- *IR1.2 – The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

When extreme weather conditions or a catastrophic event necessitate that any of the three pre-designated emergency shelters open for operations, the American Red Cross would also be called out to the sites and would assist in providing supplies, equipment and food.

If these emergency shelters are opened, Alhambra Fire and Police personnel would be actively involved with the American Red Cross to ensure that the area is secure, and that peace and order are maintained, and that individuals' belongings are safeguarded to the best of their ability. Furthermore, if these shelters were activated, the City of Alhambra would reach out to the various non-governmental entities such as the San Gabriel Valley Homeless Consortium and LAHSA for assistance, and non-profits and service clubs like the West San Gabriel Valley YMCA, Rotary, Kiwanis, Soroptomist, Knights of Columbus, Alhambra Women's Club, the American Legion and other organizations to provide monetary and in-kind assistance.

- *IR1.3 – The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino*

event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

With all due respect to the noble cause the CGJ has embarked upon to recommend emergency shelters for homeless during El Nino events, the City of Alhambra believes that the recommendations fail to consider proper planning for any shelter offered to the public during an emergency situation. The recommendations call for waiving or modifying municipal ordinances and regulations that have been developed to protect the health and welfare for those who occupy its space, and not just on an emergency basis, but every day of the year.

Regulations and ordinances relating to health, fire, building and safety must remain in place, to ensure that adequate ADA access to and from buildings are maintained, as mandated by state and federal law. These regulations also ensure that occupants of the building have sanitary services sufficient to meet the demand. Furthermore, many of these regulations are in place in the event of a disaster such as fire or earthquake, so it is the obligation of the City of Alhambra to make sure they remain in place and to keep occupants safe at all times. The City of Alhambra would assume a serious and dangerous liability if zoning, building and fire safety codes and regulations were overlooked in favor of short-term solutions.

- *IR1.4 – The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

For many of the same reasons as described in IR1.3, it would be similarly dangerous and infeasible to waive ordinances and regulations for private entities. As mentioned above when pertaining to public buildings, the same health, building, fire and safety regulations must remain in place for any private buildings, businesses or organizations.

Instead of placing homeless and non-homeless residents in unnecessary danger by waiving these regulations, it would be more prudent to focus on the variety of preventative measures the City, Police Department, and Alhambra Community have pursued to address the homeless population in the City. Working with homeless shelters in neighboring communities, and creating programs and fundraisers to assist the homeless will have a larger and more significant long-term impact on the quality of lives for homeless in Alhambra.

- *IR1.5 – The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to*

people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Through the generous efforts of many of the service clubs and non-profit organizations in the City of Alhambra, supplies and clothing are regularly collected and donated to homeless individuals and families. One program in partnership with the Family Promise non-profit organization and the Rotary Club of Alhambra and San Gabriel Valley New Generation Rotary Club have started a program a few years ago that provides new shoes to homeless in the community. Family Promise identifies families and individuals that need new shoes for school and job interviews and will take them to Payless Shoes in Alhambra and help them pick out new shoes, which are paid for by funds raised by the two Rotary Clubs.

The SGV New Gen Rotary Club also routinely makes blankets for the homeless and distributes them at various locations in Alhambra and the Los Angeles area. During business hours, the Alhambra Civic Center Library is a welcome place where homeless individuals will frequently visit to stay dry and keep warm, and they are allowed a safe environment to rest, use wi-fi and electricity for their belongings, and to get out of the elements.

- *IR1.6 – The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

As mentioned above, it is through the charitable contributions of the service clubs and non-profit organizations and also the faith based community that opens their hearts, and wallets to provide assistance to the homeless in Alhambra. And because of the strong sense of giving in Alhambra, the homeless population continues to receive donations, food, clothing and shoes year round.

Furthermore, as previously mentioned, a significant effort is currently being planned between the Alhambra Community Coordinating Council and the Alhambra Police Foundation to establish a major fundraiser to generate funds that can be used to establish a Homeless Emergency Fund that can be accessed after hours and on weekends by police officers that encounter homeless individuals and families that need quick, immediate and temporary assistance in the form of hotel vouchers, meals, clothing, and baby supplies.

- *IR1.7 – Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

The COPPS unit of the Alhambra Police Department routinely offers new information to any homeless individuals and families that they encounter,

whether that be information about how to get long-term assistance to get back on their feet and out of homelessness, or even for short-term solutions such as providing transportation to a local homeless shelter or offering hotel vouchers. The COPPS unit frequently has the first line of communication with the homeless population and will offer information and assistance where possible. In fact this winter the COPPS section designed an informational flier that they distributed to homeless individuals they encounter, with information about bad weather shelters, services for rehabilitation, and have connected them with clinicians at Union Station in Pasadena. The COPPS unit even established a hotline for homeless individuals to call when seeking help.

Beyond that, any new program or charitable operation routinely gets published in the Around Alhambra newspaper which is free, and published on a monthly basis by the Alhambra Chamber of Commerce, and distributed to all of the businesses in town and made available to patrons and residents. Information about programs are also posted on the City's website and social media accounts, while these require a computing device and internet to view, the Alhambra Civic Center Library does provide free access.

As it has been demonstrated, the City of Alhambra has developed the experience and partnerships, and have established the relationships necessary to meet the needs of the homeless individuals and families living in our community. While the City of Alhambra believes that every local municipality is concerned about not only the homeless, but any group of individuals who may be in need, those individuals are best served by a thoughtful, community-based approach to assisting and helping the homeless population.

Sincerely yours,

A handwritten signature in cursive script that reads "Mary K. Swink". The signature is fluid and elegant, with a large initial 'M' and a stylized 'S' at the end.

Mary K. Swink
City Manager
City of Alhambra



City of Avalon

Inadequate El Niño Planning For County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury

City of Avalon – Response to Recommendations

IR1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Avalon has in place an Emergency Operations Plan – EOP – (Attachment A) in which contains a section on Care and Shelter Operations, Annex G. While the EOP and Annex G generally apply to people that are displaced due to a disaster, not for the management of general homelessness, the framework is still applicable in events such as an El Niño rain storm. In case of emergencies multiple locations have been identified as shelter locations, Table 1.

Table 1

Name	Address	Capacity
Avalon Public Schools	Falls Canyon	300
Casino Building	1 Casino Way	1,800
St. Catherine Church	East Beacon St.	300
Community Church	Metropole/Beach	75
Catalina Bible Church	346 Catalina Ave.	50

IR1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment needed to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The EOP addresses issues such as Feeding Operations (G.6.4). In the context of El Niño, housing locations such as the Community Church and the Catalina Bible Church are equipped and accustomed to providing shelter and amenities to homeless on an as needed basis, not limited to large scale disasters. While the Avalon Fire Department and the LA County Sheriff Department – who contract with the City of Avalon – both have supplies on hand for displaced or homeless persons - MREs, sleeping bags, tents, tents – which all could be made available if needed due to a non-disaster related event, such as an El Niño storm. The Community Church and Catalina Bible Church between the two are equipped with a kitchen, food pantries, shower, sleeping



City of Avalon

accommodations, and space for personal items. Generally the Sheriff do not frequent these locations when occupied, however Deputies are available to check in upon request or preemptively due to circumstances such as high use. In accordance to the City's contract with LA County Sheriff, should additional Deputies than what is in the staff rotation on the Island be required, they can be brought over during the time of need for additional support.

IR1.3 The County and its 88 cities should immediately take steps to reasonable modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

In part due to the small geographic size of the City of Avalon, there are relatively few public structures and facilities in general; Avalon City Hall, Avalon Fire Station, LA County Lifeguard and Fire Department buildings are the only public buildings, and generally would not be used for shelter other than for staff due to the fact that the space is needed to continue the operations of the City. The Sheriff Station and LA County Public Library are located on private property. However, if these facilities, especially City Hall, are not being used as an Emergency Operations Center, some reasonable accommodations can be made.

IR1.4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

In April of 2015 Ordinance 1136-15 (Attachment B) went into effect outlining Emergency Shelters and Special Needs Housing, AMC Sec. 9-16 and 9-17 respectively. The Emergency Shelters ordinance does have Development and Management Standards, AMC Sec. 9-16.104 which in subsection (a)(1) limits proximity to other shelters to no closer than 300' feet, and similarly AMC Sec. 9-17.102 and 9-17.103 define permit requirements and standards, respectively. These regulations may block private entities from providing temporary shelter to people without homes, but considering the historic numbers of homeless in the City there still are available options which could accommodate. However, should the need arise the City is prepared to temporarily waive such regulations to ensure shelters can be provided.

IR1.5 The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Avalon through the Avalon Fire Department and the Sheriff are well equipped with provisions such as tents, cots, sleeping bags, blankets to accommodate at least 50 people. In the unlikely event that someone with a pet could not find shelter in one of the established locations, including even the Sheriff station holding cells, we can provided provisions to keep unsheltered people dry and warm.



City of Avalon

IR1.6 The County and its 88 cities should make plans or they should partners with non-governmental entities to distribute these supplies.

Due to Avalon's isolation as a community on Catalina Island located 22 miles off the Coast of Long Beach there is not a consistent presence of non-governmental entities in the City. However, between the Avalon Public Works staff, Avalon Fire Department, LA County Sheriff, Lifeguard and Fire Departments as well as the Catalina Island Medical Center we believe we have sufficient personnel to distribute the supplies we have on hand.

IR1.7 Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City will make available through the Avalon Fire station, the LA County Sheriff station, the Catalina Island Medical Center, Avalon City Hall as well as the local churches which provide shelter spaces, Catalina Transportation Services who operates the taxi services and Transportation Concepts who operates the Dial-A-Ride and Avalon Rapid Transit programs as well as the bus fixed rout with the information regarding available shelters. In addition the Catalina Express who operates the main passenger ferry service to and from the island will be noticed, as homeless persons generally arrive in Avalon via boat, whether personal or commercial.

Annex G

CARE AND SHELTER OPERATIONS

CONTENTS

G.1	INTRODUCTION	G-2
G.2	OBJECTIVES	G-2
G.3	AMERICAN RED CROSS	G-2
G.4	CONCEPT OF OPERATIONS	G-3
	G.4.1 General	G-3
	G.4.1.1	G-3
	Pre-Emergency Period	G-3
	Normal Preparedness Phase	G-3
	Increased Readiness Phase	G-3
	G.4.1.2	G-3
	Emergency Period	G-3
	Pre-Impact Phase	G-3
	Immediate Impact Phase	G-3
	Sustained Emergency Phase	G-3
	G.4.1.3	G-3
	Post-Emergency Period (Recovery)	G-3
	G.4.2 Peacetime Emergencies	G-3
	G.4.3 Nuclear Defense Emergencies	G-3
G.5	ORGANIZATION AND RESPONSIBILITIES	G-3
	G.5.1 Government	G-4
	G.5.1.1	G-4
	Local	G-4
	G.5.1.2	G-5
	Operational Area	G-5
	G.5.1.3	G-5
	Mutual Aid Region	G-5
	G.5.1.4	G-5
	State	G-5
	G.5.1.5	G-5
	Federal	G-5
	G.5.2 Business and Industry	G-5
G.6	POLICIES AND PROCEDURES	G-5
	G.6.1 Mutual Aid	G-5
	G.6.2 Registration and Inquiry Operations	G-5
	G.6.3 Lodging Operations	G-6
	G.6.4 Feeding Operations	G-6
	G.6.5 Fallout Shelter Operations	G-6-7
ENCLOSURE G-1	Supporting Organizations and Responsibilities	G-8
APPENDIX G	GENERAL RESPONSES TO ALL MAJOR DISASTERS	G-11
	Major Earthquake	
	Hazardous Material Incident	
	Flooding and Reservoir Failure	
	Cross Channel or Cruise Ship Incident	
	National Security Emergencies	
	Conflagration (Urban and Wildland)	
ATTACHMENTS		
	Attachment A - Shelter Locations to be used in Peacetime Emergencies	G-9
	Attachment B - List of Nation Facility Survey Shelters	G-10
ENCLOSURES		
	A - Local Care and Shelter Assignments of National Security Emergencies	G-15
	B - Local Care and Shelter Responsibilities for National Security Emergencies	G-16

CARE AND SHELTER OPERATIONS

G.1 Introduction

This annex describes the organizational and operational policies and procedures required to meet the food, clothing and shelter needs of people on a mass care basis during major natural disasters, technological incidents, and nuclear defense emergencies. It also cites authorities and specifies the public and private organizations responsible for providing mass care and welfare inquiry services.

This Annex is supported by the standard operating procedures outlined in Part III of this Plan.

G.2 Objectives

The overall objectives of care and shelter operations are to:

- o Provide food, clothing, shelter, and other basic necessities of life, on a mass care basis, to persons unable to provide for themselves as a result of a disaster.
- o Provide a registration and inquiry service to reunite separated families or respond to inquiries from relatives and friends outside the affected areas.
- o Assure an orderly transition from mass care, to separate family living, to post-disaster recovery.
- o Prepare for occupancy and operation of fallout shelters in the event of an enemy attack.
- o Organize and manage fallout shelters during enemy attack.

G.3 American Red Cross

The American Red Cross, as mandated by Federal Law 36-USA-3 and reaffirmed in Public Law 93-288 (Federal Disaster Relief Act of 1974), provides disaster relief in peacetime.

At the state level, the Statement of Operational Relationships between the American Red Cross and California Office of Emergency Services (OES) and the Memorandum of Understanding between the American Red Cross and the California Department of Social Services establish the operating relationships between these agencies. The major care and shelter responsibilities of the Red Cross in the emergency period are included in the Statement of Operational Relationships and reiterated below.

Emergency mass care includes providing:

- o Emergency lodging for disaster victims in public or private buildings.
- o Food and clothing for persons in emergency mass care facilities.
- o Food for disaster workers if normal commercial feeding facilities are not available.
- o Registration and inquiry service.

The Red Cross acts cooperatively with state and local governments and other private relief organizations to provide emergency mass care to persons affected by disasters in peacetime. There is no legal mandate for Red Cross involvement in a State of War Emergency. However, by decision of Chapter Boards of Directors, the Red Cross Chapter Disaster Committees in California may, if incorporated into the civil defense (national security emergency) plans of political subdivisions, serve as a component of civil defense to assist with emergency mass care operations.

G.4 Concept of operations

G.4.1 General

Care and shelter operations during peacetime and national security emergencies will usually be associated with the periods and phases indicated in Annex A. The emergency periods are described in Annex A. They include the pre-emergency period, the emergency period and post-emergency (recovery) period. The National Security emergency also incorporates these same phases, however the magnitude of such an emergency is much greater. Detailed operational concepts and emergency response actions associated with the various types of emergencies are provided in Appendix G, Hazard-Specific Responses.

The Care and Shelter Coordinator will assign persons to shelters depending on the nature of the disaster and portion of the City affected. This activity will be coordinated with the Long Beach Chapter, American Red Cross.

G.5 Organization and Responsibilities

Table G-1 below gives an overview of the statewide care and shelter organization down to the Care and Shelter Coordinator at the local level and shows the source of management personnel for both peacetime and national security emergencies. The responsibilities of Care and Shelter Coordinators at the Local, Operational Area, and Mutual Aid Region levels, the State Care and Shelter Director, supporting state agencies, and the private sector are discussed below.

Table G-1

STATEWIDE CARE AND SHELTER ORGANIZATION

<u>Level</u>	<u>Title</u>	<u>Source</u>
State	State Care and Shelter Director	Director, Department of Social Services
Mutual Aid Region	Mutual Aid Region Care and Shelter Coordinator	Department of Social Services' designee
Operational Area	Operational Area Care and Shelter Coordinator	County Director of Social Services, or designee from similar or other agency
Local	Local Care and Shelter Coordinator	Local designee

G.5.1 Government

G.5.1.1 Local

The Local Care and Shelter Coordinator, (Community Services Director), who is a member of the Emergency Management Team, has the responsibility for coordinating local government resources, requesting and responding to mutual aid forces, and providing support to the Red Cross.

The Care and Shelter Coordinator will develop plans to open and operate mass care facilities immediately until the Long Beach Chapter Red Cross arrives on the scene. A description of the emergency organization for the City of Avalon is included in Annex A.

Local government and private organizations locally available to support care and shelter operations are listed in Enclosure G-1, Supporting Organizations and Responsibilities.

G.5.1.2 Operational Area

The County Department of Public Social Services is the Operational Area Care and Shelter Coordinator and will have the overall responsibility for coordinating care and shelter operations within the County. The Coordinator will submit requests for support to the Mutual Aid Region Care and Shelter Coordinator.

G.5.1.3 Mutual Aid Region

All Mutual Aid requests will be coordinated through the County Department of Public Social Services.

G.5.1.4 State

The Director of the State Department of Social Services will serve as the State Director of Care and Shelter and will have the overall responsibility for coordinating statewide care and shelter operations and support requirements.

The Department of Social Services is responsible for:

- o Serving as the lead agency in coordinating state agency care and shelter response to support local operations.
- o Providing departmental personnel and other resources to function in Disaster Application Centers upon request of the Director of State OES.
- o Coordinating the capabilities of county social services departments (or similar agencies) to respond to the disaster.

Other state agencies with varied capabilities and responsibilities for providing support to such operations are listed below. All support will be dependent upon availability and, in some instances, the proximity of the supporting agency's facilities to a given jurisdiction.

The state agencies able to provide lodging or food or both in disaster situations are:

- o California Maritime Academy (Vallejo).
- o Department of Corrections.
- o Department of Parks and Recreation.
- o Department of Rehabilitation.
- o Department of Youth Authority.

Two state departments have the capability of providing feeding equipment and prepared food to locations throughout the state. They are:

- o Department of Forestry.
- o Military Department (California National Guard).

Upon request, information to support the identification and location of persons by the Welfare Inquiry Services will be provided by:

- o Department of Motor Vehicles.

Assistance with welfare inquiry and arrangement for food to be delivered in the affected areas can be provided by:

- o Department of Aging.

G.5.1.5 Federal

Federal support for care and shelter operations will be provided by those federal agencies, such as the Department of Agriculture and the Department of Defense, whose statutory responsibilities include disaster response prior to a Presidential Declaration. Additional assistance following a Presidential Declaration will be coordinated by the Federal Emergency Management Agency (FEMA).

G.5.2 Business and Industry

Businesses with personnel and resources needed to meet emergency requirements will be identified and utilized by local emergency organizations. In the case of care and shelter, voluntary agreements may be made with hotel, motel, or restaurant owners to use their personnel and facilities.

G.6 Policies and Procedures

G.6.1 Mutual Aid

If local resources (both public and private) are inadequate to cope with the situation, support will be requested through the appropriate OES Mutual Aid Regional Office. If the requirement cannot be met through resources available within the counties in the Region, the Regional Office will request assistance from the State OES in Sacramento. State OES will then forward the request to the State Department of Social Services for final action.

G.6.2 Registration and Inquiry Operations

In peacetime, the Red Cross has responsibility for Registration and Inquiry (Disaster Welfare Inquiry) operations. The Red Cross has trained Disaster Welfare Inquiry cadres, a system to recruit volunteer workers, and a tested program to handle mass inquiries. During most disasters, a Registration and Inquiry Center is established in the Red Cross Chapter office located near the disaster or in an office nearby.

However, in large-scale disasters where the Red Cross has established a Headquarters for Disaster Operations, the Center will be located there or nearby. In the event of a nuclear defense emergency, City Registration and Information Coordinators in City Reception and Care Centers have responsibility for registration as indicated in Appendix G, Response to National Security Emergencies.

This system is designed to pull information together from a number of different sources to provide the best information on the locations and identities of persons displaced and affected by the disaster. The City will assist the Red Cross as best it can.

G.6.3 Lodging Operations

Residents will be assigned at the time of a disaster to shelters based on the nature and location of the emergency.

- o In large disasters, all suitable buildings, other than those being used for other emergency functions, may be used for lodging.
- o Schools are the most preferred structures for lodging, feeding and shower facilities as they are public buildings and can accommodate a large number of persons. Churches are also appropriate, as they are often large and often have feeding facilities on the premises.
- o Arrangements should be made in advance with owners or managers of many facilities--for use in large disasters and after small disasters that require a number of different sites. Arrangements should also be made during a disaster, if possible, for backup shelter should the threat change location (for example, a wind shift after a hazardous material spill).
- o In large disasters, commercial lodging facilities such as motels and hotels should be reserved for the infirm who require above average comforts and conveniences.
- o It is imperative that the list of lodging facilities be kept up-to-date.
- o When possible, most of the lodging operations will be performed by personnel normally associated with the facility. In large disasters, the evacuees themselves, under the supervision of the facility manager, are expected to assist with most of the operations.
- o Pets will not be allowed in lodging facilities but will be cared for in animal shelters or veterinarians' facilities.
- o Only minimal health needs will be attended to in lodging facilities. If possible, sick persons will be transferred to medical facilities.

G.6.4 Feeding Operations

- o In peacetime emergencies, plans will be made for mobile feeding, to include feeding at the scene of the disaster; providing refreshment services at hospital waiting rooms, morgues, and places where disaster victims and emergency workers congregate; and delivering food to persons in isolated areas.
- o In most disasters, it is expected that a central facility will be set up for mass feeding and that most of the feeding operations will be performed by personnel associated with that facility. Where possible, the owners or managers of feeding establishments will manage the mass feeding operations.
- o Mass feeding schedules will be provided to Lodging Facility Managers.
- o Special diets will be provided as required and able.
- o Arrangements will be made with 24-hour restaurants and fast food outlets to provide feeding initially, until mass feeding operations can be organized.
- o Government-provided food will be obtained, if possible, and food supplies donated in bulk should be used to the extent possible.

G.6.5 National Security Shelter Operations

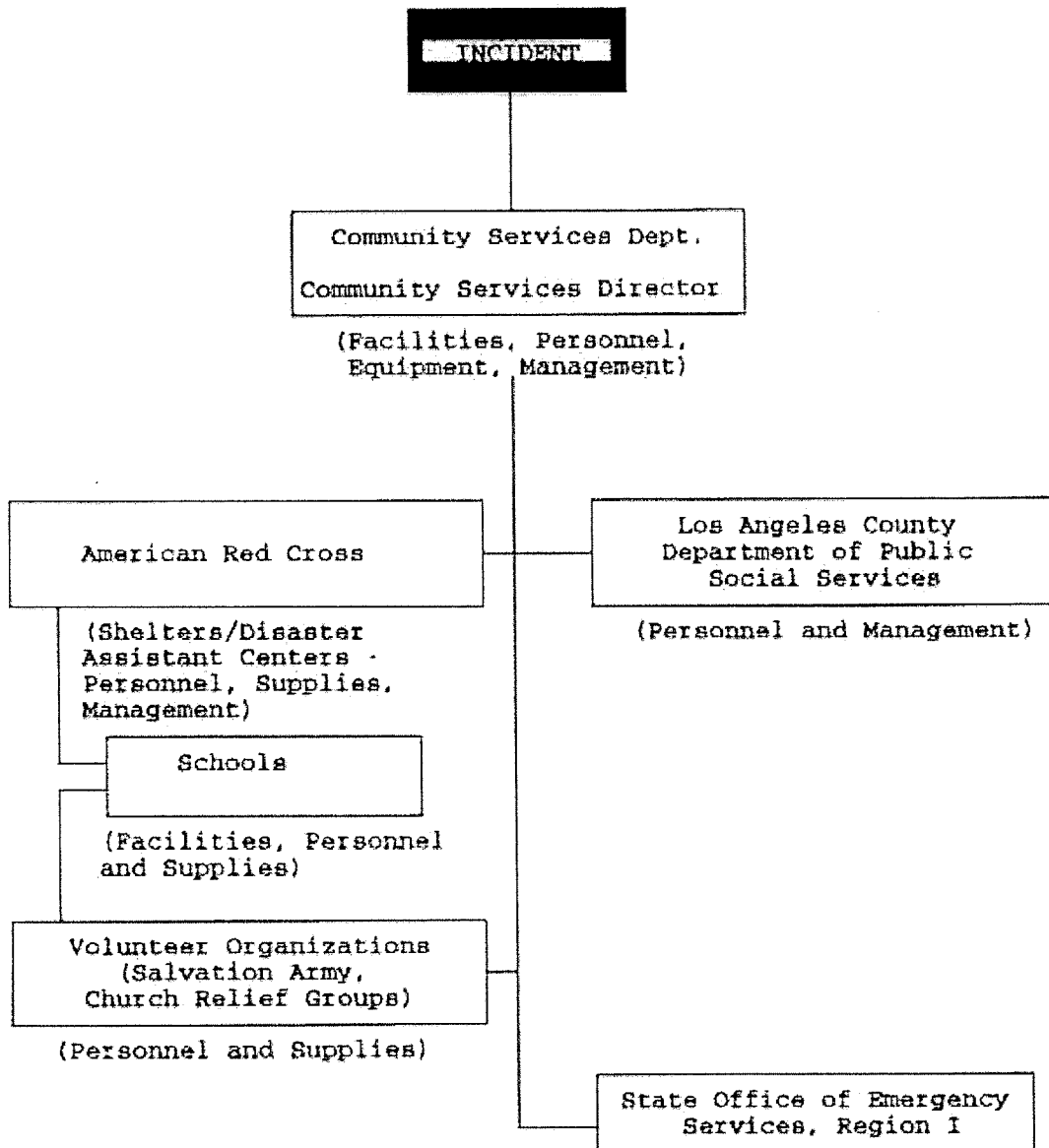
- o Where possible, and if lodging facilities have been designated for use as shelters, Lodging Facility Managers will also function as Shelter Managers.
- o Persons assigned to lodging facilities will constitute the basic labor force for shelter upgrading operations.
- o Law enforcement personnel will maintain peace and order at feeding facilities, and fire personnel will perform fire safety inspection and surveillance of the feeding facilities.
- o Operational control of emergency service personnel (fire, law, etc.)

assigned to shelters will remain with their respective Local Coordinators.

- o Reception and Care Centers will function as Shelter Complex Headquarters after movement to shelters has been accomplished.
- o Contact will be maintained with the local EOC, which will serve as the source of emergency information and guidance. If communications to the EOC have been severed, the Emergency Broadcast System will be constantly monitored.
- o Identify upgradable facilities to be used as resources to cover shelter deficits.
- o Send City personnel and volunteers out during the increased readiness period to mark all unmarked shelter facilities.

CARE AND SHELTER

SUPPORTING ORGANIZATIONS AND RESPONSIBILITIES



ATTACHMENT A

SHELTER LOCATIONS TO BE USED IN EMERGENCIES

Identify suitable shelter to protect people from the risk conditions assumed.

NAME	ADDRESS	CAPACITY
Avalon Public Schools	Falls Canyon	300
Casino Building	1 Casino Way	1,800
St. Catherine Church	East Beacon St.	300
Community Church	Metropole/Beacon	75
Catalina Bible Church	346 Catalina Ave.	50

A PORTION OF THE SHELTERS WILL BE ALLOCATED FOR USE BY INSTITUTIONALIZED AND SPECIAL NEEDS PERSONS. HOWEVER, EVERY ATTEMPT WILL BE MADE TO SHELTER THESE PERSONS WITHIN THEIR INSTITUTION AND EVACUATION WILL OCCUR ONLY WHEN NECESSARY.

ATTACHMENT B

LIST OF NATIONAL FACILITY SURVEY SHELTERS

TO BE USED IN THE EVENT OF A NATIONAL SECURITY EMERGENCY

Identifies facilities suitable as public fallout shelters (including shelter capacities, protection factors, fire vulnerability codes, and relative blast protection codes and spaces) from the national facility survey or best available estimates.

Appendix G

CARE AND SHELTER

HAZARD-SPECIFIC RESPONSES

This Appendix includes Emergency Action Checklists to be accomplished as appropriate in response to the events listed below. There is no significance in the order of checklist items since many actions will have to be accomplished simultaneously.

APPENDIX G

GENERAL RESPONSES TO ALL MAJOR DISASTERS

- Major Earthquake
- Hazardous Material Incident
- Flooding and Reservoir Failure
- Cross Channel or Cruise Ship Incident
- National Security Emergencies
- Conflagration (Urban and Wildland)

CARE AND SHELTER
EMERGENCY ACTION CHECKLIST
GENERAL RESPONSES TO ALL MAJOR DISASTERS

<u>Action</u>	<u>Assigned Responsibility (X)</u>
Coordinate Shelter Operations with Red Cross and other emergency welfare agencies (i.e., Salvation Army, church groups and other services agencies).	Community Services Dir.
NOTE: The Long Beach Chapter, American Red Cross, should be contacted when considering opening a mass care facility, as they will usually staff and pay for all necessary supplies and the facility. Otherwise, the City must pay. Coordinate these activities with this local chapter.	
Determine which designated mass care facilities will be needed and if they are functional.	*Community Services Dir.
If evacuation is ordered, activate mass care shelters in low risk areas.	*Community Services Dir.
Call up staff to provide personnel for reception, medical care, shelter and feeding of evacuees, and sanitation; contact volunteers through local agencies.	*Community Services Dir.
Request necessary food supplies, equipment, and other supplies to operate mass care facilities.	*Community Services Dir./ Finance Director
Activate Registration and Inquiry Shelter System.	*Community Services Dir.
Provide alternative communications where needed to link mass care facilities, the Emergency Operating Center, and other key facilities.	Fire Chief/Harbor Master
Evacuate and relocate any mass care facilities which become endangered by any hazardous conditions.	Community Services Dir./ Incident Commander/ Public Works Director
Coordinate with the Transportation Coordinator for transportation of evacuees to and from Centers.	Community Services Dir.
*Shared responsibility between city and American Red Cross.	

Action	Assigned Responsibility (X)
Designate facilities for lodging institutionalized & special needs groups.	Community Services Dir.
Designate facilities within commuting distance of the hazardous area for essential workers and their families.	Community Services Dir./ Incident Commander
Identify areas to accommodate families evacuating in recreational vehicles.	Community Services Dir.
Manage reception and care activities (registration, lodging, feeding, pertinent evacuee information, etc.).	Community Services Dir.
Maintain shelter areas free from contamination (monitoring, decontamination, quarantine, etc.).	Community Services Dir./ Public Health Director
Distribute exposure inhibiting or mitigating drugs or other preventives.	Public Health Director
Collect and maintain information regarding shelter activities, including requests, expenditures, damages, casualties and number of persons sheltered.	Community Services Dir.
Provide the Avalon Public Information Officer with current information.	Community Services Dir.
Request assistance from the Operational Area Care and Shelter Coordinator, as required.	Community Services Dir.
In coordination with the Red Cross, Salvation Army, and state and federal agencies, locate and allocate emergency and temporary housing.	Community Services Dir.
Maintain updated list of evacuees and their locations.	Community Services Dir.
Assist in activating and staffing Disaster Assistance Centers.	Community Services Dir.
Activate emergency response personnel and provide for continuous (24-hour) staffing of emergency response jobs (EOC staff, emergency support services, shelter teams, etc.) during emergency conditions.	City Manager
Report the appropriate information (casualties, damage observations, evacuation status, radiation levels, chemical exposure, etc.) to the EOC during emergency operations.	Community Services Dir.
Support cleanup and recovery operations during disaster events.	Public Works Director

<u>Action</u>	<u>Assigned Responsibility (X)</u>
Train assigned response staff and volunteer augmentees to perform emergency functions.	Community Services Dir.
Provide fire protection in public shelters.	Fire Chief
Provide health/medical care at shelter/ congregate care facilities.	
Identify facilities for mass feeding of shelterees.	Community Services Dir.

ADDITIONAL ACTIONS IN RESPONSE TO HAZARDOUS MATERIAL INCIDENT

Coordinate with health and medical authorities to have them provide information to evacuees on the health effects of any exposure to hazardous materials.	Community Services Dir.
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Identifies actions supported by Standard Operating Procedures (SOP's)

Appendix G

Attachment G-5-A, Appendix G-5

LOCAL CARE AND SHELTER ASSIGNMENTS FOR
NATIONAL SECURITY EMERGENCIES

<u>Assignment</u>	<u>Personnel</u>
Local EOC	Care and Shelter Coordinator
Reception and Care Center*	Center Director
	Registration and Information Coordinator
	Lodging Coordinator
	Feeding Coordinator
	Health and Welfare Coordinator
	Resources and Support Coordinator
	Shelter Coordinator
Lodging Facility	Manager
Feeding Facility	Manager
Shelter	Manager

* One Reception and Care Center will also function as the Shelter Complex Headquarters.

LOCAL CARE AND SHELTER RESPONSIBILITIES FOR
NATIONAL SECURITY EMERGENCIES

During a national security emergency, shelterees will be asked to bring emergency supplies (food, water, medical, clothing, etc.) with them to the shelter. The City will also obtain supplies from markets, water suppliers, pharmacies, etc. during the crisis build-up period.

1. Care and Shelter Coordinator

- o Directs overall care and shelter operations within the jurisdiction.
- o Mobilizes the organization cadre and recruits additional staff.
- o Appoints Directors of Reception and Care Centers.
- o Directs the activation and staffing of Reception and Care Centers and coordinates the management of operations among the Centers.
- o Manages requests for support from the Centers and provides liaison with other coordinators on the local staff.
- o Coordinates fallout shelter preparations and operations.
- o Reports to the Operational Area Care and Shelter Coordinator on local operations and needs, and assists in the coordination of City-wide operations.

2. Reception and Care Center

2.a Center Director

- o Mobilizes the Center staff, activates the Center, and directs all Center operations.
- o Assigns tasks and responsibilities to staff assistants.
- o Reviews reports from staff assistants regarding the status and needs of evacuees in lodging and feeding facilities.
- o Requests assistance from the Local Care and Shelter Coordinator to ensure that all support requirements (law, fire, medical, and supply) are fulfilled.
- o Coordinates the release of Emergency Public Information about Center operations.
- o Reports operational problems and other information to the Local Care and Shelter Coordinator.
- o In an attack situation, functions as the Director of the Shelter Complex Headquarter.

2.b Registration and Information Coordinator

- o Activates Registration Unit and prepares to receive evacuees.
- o Accepts and reviews offers from local residents to host evacuees in their homes and maintains an appropriate registry.
- o Assigns evacuees to lodging facilities and volunteered residences.
- o Establishes and maintains master evacuee registration locator files.
- o Reports the census of evacuees to the Center Director.
- o Following evacuee registration, operates an information center for both residents and evacuees.
- o Reports operational problems and registration information to the Center Director.

2.c Lodging Coordinator

- o Coordinates the activation, staffing, supply, and operation of lodging facilities.
- o Monitors assignment of evacuees to lodging facilities.
- o Ensures that information bulletins are posted in facilities to keep evacuees informed of feeding schedules, the provision of medical and health services, fallout shelter locations, and other emergency services.
- o Reviews evacuee assignments to determine projected supply requirements.
- o Arranges for the removal and storage of building contents if required, in coordination with building owners or occupants.
- o Ensures that lodging staff and evacuees assist in upgrading fallout shelters.
- o Coordinates training requirements of staff and evacuees in first aid, medical self-help, and radiological defense monitoring.
- o Maintains records of supplies, resources, and personnel needs and capabilities.
- o Reports operational problems and other lodging information to the Center Director.
- o Monitors operations of lodging facilities.
- o Coordinates support requests from individual Lodging Facility Managers.
- o Provides liaison between the Center Staff and Lodging Facility Managers.

2.d Feeding Coordinator

- o Coordinates the activation, staffing, supply, and operation of feeding facilities.

- o Monitors assignments of evacuees to feeding facilities.
- o Keeps the Center Director informed about staffing needs, food and equipment surpluses or deficits, overcrowding, and storage requirements.
- o Processes requests for assistance and coordinates food and sanitation inspection procedures, fire protection, security of sites and storage areas, and food supply requirements with appropriate local coordinators.

2.e Health and Welfare Coordinator

- o Maintains registry of relocating medical and health personnel.
- o Assigns relocating medical and health personnel to Medical Aid Stations.
- o Coordinates the operation of Medical Aid Stations and other health services in accordance with the direction and guidance of the Local Disaster Medical and Public Health Coordinators.
- o Coordinates crisis counseling services, religious services, recreation, and child care and other emergency welfare programs for evacuees and the resident population.
- o Coordinates the donation of emergency resources.
- o Determines requirements for supplemental clothing, personal hygiene supplies, any medical and health services, and other special needs of the sheltered population.
- o Reviews complaints and grievances regarding the provision of care services and makes appropriate recommendations.
- o Reports operational problems and other health and welfare information to the Center Director.

2.f Resources and Support Coordinator

- o Procures and distributes resources and services to lodging and feeding facilities.
- o Maintains inventory of resources and services.
- o Acts as liaison with the Local Resources and Support Organization.
- o Reports operational problems and other information to the Center Director.

2.g Shelter Coordinator

- o Monitors the inspection of upgraded and expedient fallout shelters upon their completion.
- o Coordinates with training teams to ensure that accelerated training is conducted and, if possible, expands the program to include evacuees and residents.
- o Coordinates the procurement of supplies to stock shelters.
- o Reports operational and other information to the Center Director.

3. Lodging Facility Manager

- o Organizes and manages a lodging facility.
- o Prepares facility for occupancy.
- o Coordinates the provision of required services such as fire protection and

security.

- o Posts information to keep evacuees informed of food service arrangements, health and medical services, shelter locations, and other services.
- o Recruits evacuees to assist in upgrading shelters and performing other tasks.
- o Places requests with the appropriate Center Lodging Section Coordinator for bedding supplies, other resources, and personnel.
- o Reports operational and other information to the appropriate Center Lodging Coordinator.

4. Feeding Facility Manager

- o Organizes and manages a feeding facility.
- o Prepares facility for occupancy.
- o Coordinates the provision of required services, such as public health inspections, fire protection, and security.
- o Requests food and other supplies through the Center Feeding Coordinator.
- o Requests cooks, assistants, and support staff from the Center Feeding Coordinator.
- o Reports operational problems and other information to the Center Feeding Coordinator.

5. Shelter Manager

- o Prepares shelter for occupancy.
- o Organizes shelter management.
- o Ensures that the shelter staff receives expedient training.
- o Reports operational problems and other information to the Center Shelter Coordinator.
- o Provides for monitoring of personnel and exposure control for shelter occupants.

6. Radiological Monitors

- o Ensure that shelters remain free from radiological contamination.
- o Monitor all in-coming shelterees for contamination, and perform necessary decontaminate upon entry into the facility, or quarantine if necessary.
- o Monitor all shelter occupants and limit their exposure to gamma radiation.

7. Public Information Officer

- o Prepares instructions for evacuees on arrival in the hosting area identifying reception centers, shelters and lodging, feeding facilities, and medical clinics.
- o Develops and implements methods for distributing this information to the evacuees.

Sec. 9-16.100 Purpose.

The purpose of this chapter is to encourage temporary shelter for homeless persons or others in need in a manner that protects the health, safety, and general welfare of nearby residents and businesses, consistent with California Government Code §65583, which requires all California cities to identify in their General Plan using Element at least one zone where emergency shelters are permitted by right without requiring discretionary permits or action, provided they comply with active operating standards established by the City. (Ord. 1131-14, eff. August 14, 2014)

Sec. 9-16.101 Definitions.

In this chapter, unless the context otherwise requires:

(a) "Emergency shelter" means housing with minimal supportive services that is designed for and occupied by homeless persons for no more than six months in a consecutive 12-month period. No individual or household may be denied emergency shelter because of an inability to pay. (Ord. 1131-14, eff. August 14, 2014)

Sec. 9-16.102 Permit Required.

An emergency shelter that complies with the provisions of this chapter shall be permitted within the Commercial (C) and Special Commercial (SC) Zones pursuant to an emergency shelter permit. (Ord. 1131-14, eff. August 14, 2014)

Sec. 9-16.103 Emergency Shelter Permit; Application and Issuance.

(a) An application for an emergency shelter permit shall be filed with the Zoning Administrator on a form approved by the City together with a fee fixed by resolution of the City Council. The Zoning Administrator shall approve an application that meets the development standards set forth in Section 9-16.104 without discretionary review or a public hearing, no more than sixty (60) days after the application has been deemed complete.

(b) This approval shall expire one year from the approval date unless a building permit has been issued for the project. The Zoning Administrator may extend the period to exercise the permit for up to one additional year upon a showing of good cause, if such request is received in writing prior to the expiration date. (Ord. 1131-14, eff. August 14, 2014)

Sec. 9-16.104 Development and Management Standards.

(a) Development Standards. An emergency shelter shall conform to the development standards set forth below, as well as all development standards of the C or SC zoning district. If there is a conflict between the C or SC development standards, as applicable, and the standards set forth below, the standards set forth below shall be controlling:

(1) Proximity to Other Shelters. No emergency shelter shall be closer than three hundred (300') feet to another emergency shelter.

(2) Vehicle Parking. An emergency shelter shall provide one off street parking space for employee parking.

(3) Bicycle Parking. An emergency shelter shall provide at least one bicycle space for every five (5) beds.

(4) Shelter Capacity. An emergency shelter shall have no more than two (2) occupants per bedroom or two (2) occupants per eighty (80) square feet of living space. The square footage of living space shall not include the kitchen area, bathroom area or garage space.

(5) Length of Stay. The length of stay per individual in an emergency shelter shall not exceed six (6) months in a consecutive 12-month period.

(6) Screening of Outdoor Uses. An emergency shelter shall not allow or include any of the following to occur in front of an emergency shelter or in any other location incidental to the shelter that is visible from adjoining properties or the public right-of-way, unless the same is entirely screened from public view, to the satisfaction of the zoning administrator:

- a. designated outdoor smoking area;
- b. outdoor waiting and client intake area;
- c. outdoor public telephones; and
- d. outdoor refuse area.

(7) Exterior Lighting. Lighting in or on an emergency shelter shall be stationary, directed away from adjacent properties and public rights-of-way, and of an intensity that is consistent with existing lighting in the neighborhood in which the shelter is located.

(8) Personal Property Storage. An emergency shelter shall provide secure areas for temporary storage of personal property of the persons residing in the emergency shelter.

(b) Management Standards. An emergency shelter shall conform to the management standards set forth below:

(1) Emergency Shelter Management Plan. The operator of an emergency shelter shall prepare and submit a management plan to the Zoning Administrator for approval that includes, as applicable, the following: established staff training program to meet the needs of emergency shelter residents;

surrounding residents regarding facility operations. Clients shall be screened for compatibility with shelter resources and for compliance with applicable State and Federal laws prior to admittance to the emergency shelter.
(§3, Ord. 1131-14, eff. August 14, 2014)

Sec. 9-16.105 Appeals.

An appeal of a decision made pursuant to this chapter shall be brought and governed as set forth in this Code.
(§3, Ord. 1131-14, eff. August 14, 2014)

Article 1. Single Room Occupancies

Sec. 9-17.100 Purpose and Intent.

It is the purpose and intent of this chapter to regulate the development and operation of single room occupancy land uses. Single room occupancy (SRO) units provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless individuals. (§2, Ord. 1136-15, eff. April 16, 2015)

Sec. 9-17.101 Occupancy.

A single room occupancy unit provides living and sleeping space for the exclusive use of up to two (2) occupants. (§2, Ord. 1136-15, eff. April 16, 2015)

Sec. 9-17.102 Residential Zone Land Uses and Permit Requirements.

Single-room occupancy facilities shall be permitted in the HD Multiple Residential-High Density (Flats) zone and the High Density Residential – Community (HD-R-CH) zone subject to the approval of a conditional use permit by the Planning Commission per Section 9-8.401. (§2, Ord. 1136-15, eff. April 16, 2015)

Sec. 9-17.103 Standards.

(a) Single Room Occupancy Units. The following standards apply to single room occupancy units. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

(1) Unit Size. The minimum size of a unit shall be one hundred ninety (190) square feet.

(2) Bathroom Facilities. An SRO unit is not required to, but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink, and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided, common bathroom facilities shall be provided with at least one full bathroom on a floor, with at least one bathroom for every three units on a floor. A full bathroom shall be at least 35 square feet.

(3) Kitchen. An SRO unit is not required to but may contain partial or full kitchen facilities. A full kitchen includes a sink, a refrigerator, and a stove, range top, or oven. A partial kitchen is missing at least one of these appliances. If a full kitchen is not provided, common kitchen facilities shall be provided with at least one full kitchen per floor, or at least one kitchen for every six units on a floor.

(4) Closet. Each SRO unit shall have a separate closet.

(5) Code Compliance. All SRO units shall comply with all requirements of the California Building Code.

(b) Single Room Occupancy Facilities. In addition to the development standards in the underlying zoning district, the following standards apply to single room occupancy facilities. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

(1) Common Area. A single room occupancy facility shall include at least two hundred (200) square feet in area of interior common space, excluding janitorial storage, laundry facilities, and common hallways. All common areas shall comply with all applicable ADA accessibility and adaptability requirements.

(2) Bathroom Facilities. If private bathing facilities are not provided for each unit, shared shower or bathtub facilities shall be provided with at least one full bathroom (including toilets, sinks, and bathing facilities) for every floor, with a minimum of one full bathroom per every three units on a floor. The shared shower or bathtub facility shall be accessible from a common area or hallway. Each shared shower or bathtub facility shall be provided with an interior lockable door. A full bathroom shall be at least 35 square feet.

(3) Laundry Facilities. Laundry facilities shall be provided in a separate room at the ratio of one washer and dryer for every ten (10) units, with at least one washer and dryer per floor.

(4) Cleaning Supply Room. A cleaning supply room or utility closet with a wash tub with hot and cold running water shall be provided on each floor of the SRO facility.

(5) Management Plan. A management plan shall be submitted with the development application for an SRO facility and shall be approved by the community development director and housing programs manager. The management plan must address management and operation of the facility, rental procedures, safety and security of the residents and building maintenance.

(6) Facility Management. An SRO facility with ten (10) or more units shall have an on-site manager. An SRO facility with less than ten (10) units shall provide a management office on site.

(7) Off-Street Parking. Off-street parking shall be determined by the Planning Commission.

(8) Accessibility. All SRO facilities shall comply with all applicable ADA accessibility and adaptability requirements.

(9) Existing Structures. An existing structure may be converted to an SRO facility, consistent with the provisions of this section. (§2, Ord. 1136-15, eff. April 16, 2015)



4-1-16
Rec.

March 28, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Subject: Response to Cities of Los Angeles County El Nino Planning for the County's Homeless Population (Civil Grand Jury Report)

Dear Presiding Judge:

Please accept the City of Azusa's (City) responses to the 2015-2016 interim recommendations made by the Civil Grand Jury which are contained in the Cities of Los Angeles County Inadequate El Nino Planning for the homeless population report as required by California Penal Code Section 933(c) and 933.05.

IR.1 Cities should locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated from the expected torrential rains.

Response: Agree; this recommendation has been implemented.

The City of Azusa has identified the Memorial Park Recreation Center and the Scout Hall as facilities that can be used to provide temporary sheltering for homeless people in the event of torrential rains. The facilities are owned by the City of Azusa and are managed by the Azusa Parks and Recreation Department. The Memorial Park Recreation Center is located at 320 N Orange Place, Azusa, and the Scout Hall is located at 1320 Old San Gabriel Canyon Road, Azusa. Both facilities can provide sufficient overnight accommodations for approximately 60 people. In addition, the East San Gabriel Valley Coalition for the Homeless (<https://esgvch.org/>) has a designated pickup location located in the City of Glendora and provides free transportation to cold weather shelters throughout the San Gabriel Valley. Members of the Azusa Police Department and City Staff have and will continue to assist with transportation needs for those requesting shelter.

IR1.2 Cities should determine what supplies, equipment, and staffing are needed to monitor shelter residents and provide basic human needs of the people housed during the El Nino event.

Response: Agree; however, elements of this recommendation may be implemented using Red Cross support services and private security as necessary to monitor the site(s) in lieu of Police Department and/or city staff.

Both the Memorial Park Recreation Center and Scout Hall can provide sufficient room for overnight accommodations for approximately 60 people. The Memorial Park Recreation Center is equipped with a kitchen facility and restrooms. The Scout Hall is equipped with a restroom facility. A mobile showering trailer would need to be rented, but the City would secure agreements with rental companies to provide mobile showering and restroom trailers. The designated facility would be supervised by volunteers and City staff, and would be patrolled by the Azusa Police Department. In situations where police and city staff are not available, outside agencies such as the American Red Cross, Area D, East San Gabriel Valley Coalition for the Homeless, or other support groups including private security firms would be contacted to assist with monitoring the facilities. For the past year, the Azusa Police Department has assigned a lieutenant, corporal, and officer to serve as Homeless Assistance Liaison Officers, and this unit would assist in operating a temporary homeless shelter.

IR1.3 Cities should take steps to modify ordinances and regulations that would impede sheltering people in public facilities during the El Nino event.

Response: Agree; this recommendation has been implemented.

As a result of the Colby Fire that occurred in January of 2014, the City of Azusa is facing an increased threat of flooding when heavy rainstorms occur. As a result, the City of Azusa developed an emergency response plan to deal with the effects of heavy rainstorms. This plan includes responses to at risk areas as well as areas that could affect our homeless population. In the event of an emergency rising to the level of a local disaster as declared by the City Manager; The City Manager has the authority to suspend City Municipal Codes as deemed appropriate for the incident.

IR1.4 Cities should take steps to waive ordinances and regulations that block private entities from providing temporary shelter to people without homes.

Response: Agree; this recommendation has been implemented.

The City of Azusa does not have city ordinances that would prevent private entities from providing temporary shelter to homeless people. Over the past 10 years, the East San Gabriel

announcements. For those who are without electronic communication, patrol officers and the ESV MET team make face-to-face contact to assist unsheltered homeless people in locating temporary and long-term sheltering solutions.

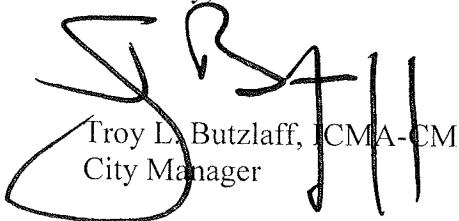
Based on the Greater Los Angeles Homeless count held on January 26, 2016, there is an estimated 41 homeless people living in the City of Azusa, including those who may be living in vehicles.

The City of Azusa strives to provide excellent service to the homeless population living in our community. We have passionate staff members who take their tasks of being the face of our community to this group seriously. With the interaction and efforts to better know the stories of each of the homeless individuals who reside within our community, these liaison officers have become the greatest resource we have in assisting the homeless. We are able to provide contacts for social services and temporary housing in not only emergency weather situations but more importantly year round. These staff members and the local NGO'S and their dedicated volunteers are just as passionate in helping their fellow citizens to find shelter, food and comfort during these difficult times.

The City's draft response was presented to the Azusa City Council on March 21, 2016. The City Council has determined that the above responses adequately address the recommendations contained in the Civil Grand Jury's Interim Report for Inadequate El Nino Planning for the County's Homeless Population and has authorized the submission of this correspondence as required by California Penal Code Section 933(c) and 933.05.

If you have any questions or require additional information, please contact Azusa Police Captain Stephan Hunt at (626) 812-3266.

Sincerely,



Troy L. Butzlaff, ICMA-CM
City Manager

cc: Honorable Mayor and City Council
Chief Samuel G. Gonzalez, Police Department
Director Kurt Christiansen, Economic and Community Development
Director Daniel Bobadilla, Public Works/City Engineer
Director Joe Jacobs, Parks and Family Services

Valley Coalition for the Homeless has hosted winter shelters at several locations within the San Gabriel Valley. Members of the Azusa Police Department and City Staff have and will continue to assist with transportation needs for those requesting shelter. We also have available non-profit groups (NGO'S) within our community that supplement servicing the homeless population.

IR1.5 Cities should purchase and provide tents, tarps, and ponchos for those who cannot be accommodated in shelters to assure that unsheltered people remain dry and avoid hypothermia.

Response: Agree; this recommendation has been implemented.

The Azusa Police Department has a stock of supplies (ponchos, trash bags) that can be utilized for assisting the needs of unsheltered homeless individuals. The City of Azusa has taken steps in assisting our homeless population, including establishing a partnership with area police departments and the Department of Mental Health in creating the ESV MET team, as well as dedicating two Azusa police officers to serve as Homeless Liaison Officers. The duties of these officers are to assist the homeless in providing them with assistance and necessary resources.

IR1.6 Cities should make plans or they should partner with non-government entities to distribute supplies.

Response: Agree; this recommendation has been implemented.

In November 2015, the Azusa Police Department partnered with the Glendora, Covina and West Covina Police Departments, along with a clinician with the Los Angeles County Department of Mental Health (DMH), to create the East San Gabriel Valley Mental Health Evaluation Team, known as the "ESV MET" team. One of the MET team's primary duties is to assist the homeless in providing assistance and resources to the homeless. The DMH clinician has specialized training and access to contacts and resources that patrol officers do not typically have access to.

IR1.7 Cities should make public service announcements identifying the location of public shelters and information about public transportation when needed.

Response: Agree; this recommendation has been implemented.

Both the City of Azusa and the Azusa Police Department have Public Information officers and media teams on staff, including social media specialists. The City of Azusa and Azusa Police Department make daily use of local and social media in making public service



**Tafoya &
Garcia**
ATTORNEYS AT LAW

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March 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Flotz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, California 90012

Re: City of Baldwin Park
Response to 2015-16 Civil Grand Jury Interim Report on El Nino Planning for County
Homeless Population

The City of Baldwin Park received an Interim Report on the 2015-2016 Los Angeles County Civil Grand Jury regarding the El Nino planning for the County's homeless population. The following are the City of Baldwin Park's responses to the seven (7) recommendations:

RECOMMENDATION NO. IR1.1:

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

The City's Response:

The City of Baldwin Park is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population during the immediate threat of El Nino. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. Although there are individual city efforts taking place to address the needs of local homeless populations, the City of Baldwin Park works in collaboration with the Los Angeles County Homeless Services Authority

(LAHSA) that serves as the lead agency to provide shelter to the homeless population residing within our city boundaries.

- A) **Los Angeles Homeless Services Authority (LAHSA):** The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City and County of Los Angeles. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City and County of Los Angeles. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City and County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.
- B) **Baldwin Park Building Identified for Shelter Use:** The City of Baldwin Park has been able to identify the Esther Snyder Community Center located at 4100 Baldwin Boulevard, Baldwin Park, CA 91706 as a possible emergency shelter location. The center is equipped with amenities that allow for a successful shelter including: restrooms, showers, commercial kitchen, and multiple meeting rooms. The City is in the process of collaborating with the American Red Cross to have the location identified as a certified shelter in case of an emergency. Furthermore, the City of Baldwin Park will prepare a Homeless Policy, which will serve as part of the City Emergency Operations Plan (annex).

RECOMMENDATION NO. IR1.2.:

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally

should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City's Response:

The City of Baldwin Park agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per the City's Emergency Operations Plan protocol, no identification or residency information would be required for admission to one of the City's Shelter, and assistance of the other resource agency shelters. However, the City of Baldwin Park does have limitation to staff the shelter with Department of Health employees due to the lack of a health department within the City.

RECOMMENDATION NO. IR1.3.:

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City's Response:

The City of Baldwin Park agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes.

RECOMMENDATION NO. IR1.4.:

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City's Response:

The City of Baldwin Park agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described in detail above, an area of the City's land area is open to sheltering by right, without special permits or approvals, regardless of public or private

ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.:

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City's Response:

The City of Baldwin Park will aim to identify funding opportunities that can support the purchase of needed materials as it is currently not on the budget. Additionally, staff will make inquiry into purchasing some of the additional minimum supplies necessary for people who cannot be accommodated in shelters.

RECOMMENDATION NO. IR1.6.:

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City's Response:

The City of Baldwin Park agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City of Baldwin Park is proud of the partnership with the LAHSA to continue coordinating resources to distribute the essential supplies.

RECOMMENDATION NO. IR1.7.:

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City's Response:

The City of Baldwin Park agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City has been doing the following:

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Flotz Criminal Justice Center
Re: City of Baldwin Park Response to 2015-2016 Civil Grand Jury Interim Report
March 25, 2016
Page 5 of 5

- distributing notices and providing in-person information to homeless residents;
- used its website, press releases, local newspaper, and city public announcement monitors to provide information about cold weather shelters, and shuttles that provide transportation to the shelters; and
- continuously publicized the Winter Shelter Hotline 1-800-548-6047 TDD: 1800-660-4026 and the Los Angeles Homeless Service Authority (LAHSA) EL Nino Alert by dialing 211 for immediate shelter, safety, and support information.

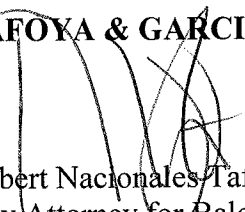
Furthermore, The City of Baldwin Park provides outreach to homeless residents and local homeless gathering places through:

- Community Centers
- Family Service Center
- Social Services staff
- Library

If you have any questions, please feel free to contact my office.

Very truly yours,

TAFOYA & GARCIA LLP


Robert Nacionales Tafoya
City Attorney for Baldwin Park

RNT/tcs
cc: Shannon Yauchzee, CEO



Carlos Islas

Chief of Police

CITY OF BELL POLICE DEPARTMENT

· 6326 Pine Avenue · Bell · California 90201-1290 · (323) 585-1245 ·

DOWN 3/28/17
IN BOOK

March 20, 2017

257, 3/20/17
N. K.
P. G. H.

County of Los Angeles Civil Grand Jury

210 West Temple Street

Eleventh Floor, Room 11-506

Los Angeles, CA 90201-1291

Mr. Douglas Benedict,

Please accept this letter as a response to the 2015-2016 Los Angeles County Civil Grand Jury findings and recommendations.

Recommendation:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.3. The County of Los Angeles and each of its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.4. The County of Los Angeles and each of its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.6. The County of Los Angeles and its cities should make plans or they should partner with non-government entities to distribute these supplies.

The City of Bell will implement. The approximate date of implementation is December 2017.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Bell will implement. The approximate date of implementation is December 2017.

Regards,

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by a horizontal line extending to the right.

Art Jimenez

Acting Captain

The City of Bellflower

Families. Businesses. Futures.

16600 Civic Center Drive, Bellflower, CA 90706

Tel 562.804.1424 Fax 562.925.8660 www.bellflower.org



February 19, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: City of Bellflower Response to Recommendations of 2015-2016 Los Angeles County Civil Grand Jury Interim Report (IR) on Inadequate El Niño Planning For County Homeless Population:

In considering the Civil Grand Jury's interim report the City of Bellflower must first voice its concurrence with the Gateway Cities Council of Governments' belief that El Niño Planning for the County's homeless population must be addressed as a regional issue requiring a regional response.

In accordance with California Penal Code Section 933(c) and 933.05, the following is the City of Bellflower's response to the subject Civil Grand Jury interim report.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City does not operate any facilities specifically designed for sheltering purposes, but in an emergency event, the City of Bellflower has identified our Simms Park auditorium as a site that could possibly be used to shelter individuals in need. We also work with the Los Angeles County Sheriff's Department (LASD) and local non-profit groups to find available shelter and offer it to those in need.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City's space and finances are limited, but if funding were made available the necessary supplies could be readily acquired. The City does not operate a Department of Health, nor does it control the employees of the County. Having said that, in the event of an emergency,

City of Bellflower

Re: Response to Civil Grand Jury Interim Report - El Niño

February 19, 2016

Page 2 of 3

every effort will be made to protect the lives and property of those in need including working with our law enforcement partners to patrol as necessary

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City's primary concern is the safety and wellbeing of our residents, including those without homes. The City is committed to expediting to the maximum extent possible any necessary approvals in the event of an emergency.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

See response to IR1.3 Above.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City's space and finances are limited, but if funding were made available the necessary supplies could be readily acquired

The City currently partners with local non-profit groups to assist those homeless residents who are willing to accept assistance in finding shelter. We have also directed funding toward the LASD to provide extra first-contact outreach to our homeless residents.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

See the response to IR1.5

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered

The City has posted El Nino related information on its website, its Government access cable channel and includes it in the City Council announcements made at the beginning of each of its City Council meetings. We have also partnered with the LASD and local non-profit groups to distribute information regarding available shelters and services to those in need.

City of Bellflower

Re: Response to Civil Grand Jury Interim Report - El Niño

February 19, 2016

Page 3 of 3

Summary. This winter, the City of Bellflower is joining many other local municipalities and community partners in an enhanced effort to address the needs of homeless residents during the winter rains. This effort is largely based on partnerships among agencies and groups that share a common goal and have resources useful to that end. Prominent among the City's partners include:

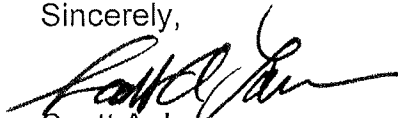
City of Bellflower Volunteer Center – Volunteers are being mobilized to assist in the countywide count/survey of area homeless to better understand where area homeless are specifically located and what their specific needs are. This field research is currently taking place.

Los Angeles County Sheriff's Department – LASD is making a well-publicized effort to help relocate homeless residents that have been locating along area rivers and other vulnerable areas subject to flooding. Specifically in Bellflower, the 2¾ mile stretch of the San Gabriel River will serve as a focal point for LASD personnel assigned to work the City along with countywide specialized units. In addition to these countywide efforts, during the first six months of 2016, the City has received funding to create a partnership between Bellflower Sheriff's deputies and a local homeless advocacy non-profit group (Kingdom Causes). As our Sheriff's deputies are often the first point of contact with our homeless neighbors, each week, deputies will be specifically assigned to contact Bellflower homeless residents to assess their needs and offer specific residential and other support services to those individuals who are willing to avail themselves of the resources. The specifics of each contact will be documented and summarized for future reporting.

Kingdom Causes/Our Place Housing Solutions – Apart from the partnership described above, the City works cooperatively with these Bellflower homeless advocacy non-profits. Information and resource sharing is particularly prominent with the City's Public Safety and Public Works Departments when it comes to dealing with a dynamic homeless situation that is occurring in real time. This has been an historical and ongoing relationship over many years, but will only increase if/when El Nino conditions create additional challenges.

Should you have any questions, please direct them to City Manager Jeffrey L. Stewart at the above address or 562-804-1424, extension 2207 or jstewart@bellflower.org.

Sincerely,



Scott A. Larsen

Mayor

Cc: City Council
City Manager
City Attorney



City of BELL GARDENS

7100 Garfield Avenue • Bell Gardens, CA 90201 • 562-806-7700 • www.bellgardens.org

March 22, 2016

VIA U.S. Mail

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
2010 West Temple Street
Eleventh Floor- Room 11-506
Los Angeles, California 90012

**Re: City of Bell Gardens Response to 2015-2016 Civil Grand Jury Interim Report on
El Niño Planning for County Homeless Population**

Dear Presiding Judge:

The following are the City of Bell Gardens' (the "City") responses to the 2015-2016 Civil Grand Jury Interim Report on El Niño Planning for County Homeless Population, pursuant to California Penal Code sections 933(c) and 933.05.

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

City of Bell Gardens' Response

The City of Bell Gardens is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. The City acknowledges that individual city efforts may partly curtail the needs of local homeless populations; however, continued collaboration among the County of Los Angeles, each of its 88 cities, and other non-governmental entities is required to address the needs of homeless populations during El Niño and in the long term.

Southeast Los Angeles County is characterized by dense populations, virtually indistinguishable borders between cities, meager resources, and the tendency of homeless

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

Page 2 of 8

residents to circulate through several cities within the region. Therefore, planning for the needs of the homeless population on an individual city basis is impractical and inefficient.

Although there are individual city efforts taking place to address the needs of local homeless populations, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority ("LAHSA") and the Gateway Cities Council of Governments ("COG") Homeless Strategy. Working in conjunction with these lead agencies is the Los Angeles County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering for 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy - Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment.** Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and

substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (“DPH”) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of Bell Gardens

The City of Bell Gardens addresses the needs of homeless residents through diverse methods. City staff distribute notices and in-person information to homeless residents, as required. Additionally, the City maintains extreme weather centers at two centrally located public facilities, including the Senior Center located at 6722 Clara Street, Bell Gardens, California 90201 and Veteran’s Park located at 6662 Loveland Street, Bell Gardens, California 90201. Both centers are advertised in the City’s local newspaper, and on the Los Angeles County website.

Further, the City of Bell Gardens Police Department (the “Police Department”) partners with the Los Angeles County Department of Mental Health to have a

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

Page 4 of 8

licensed clinician on-call to respond to service calls. Police officers faced with situations involving mental illness, may seek assistance and guidance from a licensed clinician. The Police Department partners with the licensed clinician to offer social services to afflicted residents and their families, which regularly includes homeless residents. Homeless residents encountered by the Police Department who require mental health assistance are documented to permit regular contact and follow-up assistance with accessing social services.

The Police Department also partners with various local churches to issue hygiene kits, blankets, and food to homeless residents in Bell Gardens. Also, annually the Police Department coordinates the City's Homeless Counts, and this year recruited approximately 48 volunteers to assist with this effort.

Furthermore, City of Bell Gardens homeless residents receive supportive services through the City's partnership with PATH, via Gateway Cities COG. PATH is a network of agencies providing supportive services to homeless residents to transition from living on the streets to thriving in homes of their own. PATH services are available to any person who is homeless or at risk of becoming homeless. PATH's outreach team works directly with homeless on the streets of Bell Gardens. PATH's street outreach team provides homeless men, women, and families living on the street with sack lunches, hygiene supplies, and referrals to housing and supportive services. PATH's outreach team also works with the Bell Gardens' Police Department, businesses, and concerned citizens to mediate interactions with homeless individuals and ensure that the needs of the community and the homeless are met. Additionally, through PATH, homeless residents in Bell Gardens are provided interim housing to get people off the streets as quickly as possible while they work with PATH staff to move into permanent homes.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Bell Gardens agrees that emergency supplies and equipment are continuously needed in serving the housing needs of homeless residents. Collaboration between the County, Cities, and non-governmental entities is key to satisfy the need for emergency supplies and equipment required to provide for the basic human needs of sheltered people in an El Niño catastrophe.

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

Page 5 of 8

The City's own emergency plans, which includes catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Niño flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.

Such shelters will encounter great needs for emergency supplies and equipment. The continued collaboration between the County, Cities, and non-governmental entities is key to ensure the needs of sheltered people in an El Niño catastrophe are met.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Bell Gardens agrees that ordinances and regulations should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering.

California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes.

Accordingly, the Bell Gardens Municipal Code, Chapter 9.10, Section 9.10.030 permits transitional and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (See California Government Code § 65583(a)(4)(A)). Additionally, emergency and temporary shelters are also allowed by right in the City's industrial zones, pursuant to Bell Gardens Municipal Code Chapter 9.14, Section 9.14.030.

In total, approximately 10.3% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Bell Gardens agrees that ordinances and regulations should be amended to ensure the safe housing of homeless residents. As described above, approximately 10.3%

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

Page 6 of 8

of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with California Government Code § 65583(a)(4)(A). Additionally, emergency and temporary shelters are also allowed by right in the City's industrial zones, pursuant to Bell Gardens Municipal Code Chapter 9.14, Section 9.14.030.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Bell Gardens agrees it is important to safeguard homeless residents who, for various reasons, are not accommodated in emergency shelters.

Currently, the City maintains extreme weather centers at two centrally located public facilities, including the Senior Center located at 6722 Clara Street, Bell Gardens, California 90201 and Veteran's Park located at 6662 Loveland Street, Bell Gardens, California 90201. Both centers are advertised in the City's local newspaper, and on the Los Angeles County website. These centers will remain to ensure unsheltered people remain dry and avoid hypothermia.

Further, the Police Department partners with the Los Angeles County Department of Mental Health to have a licensed clinician on-call to respond to service calls. The Police Department will continue to partner with licensed clinician to offer social services to homeless residents in the City of Bell Gardens. Additionally, the Police Department will maintain its partnership with various local churches to issue hygiene kits, blankets, food, and other items for homeless residents in Bell Gardens.

Furthermore, City of Bell Gardens homeless residents receive supportive services through the City's partnership with PATH, via Gateway Cities COG. PATH services are available to any person who is homeless or at risk of becoming homeless, including homeless residents who have pets or for whom there is no space in existing shelters. PATH's outreach team works directly with homeless on the streets of Bell Gardens. PATH's street outreach team provides homeless men, women, and families living on the street with sack lunches, hygiene supplies, and referrals to housing and supportive services. PATH's outreach team also works with the Bell Gardens' Police Department to ensure that the needs of the community and the homeless are met. Additionally, through PATH, homeless residents in Bell Gardens are provided interim housing to get people off the streets as quickly as possible while they work with PATH staff to move into permanent homes.

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

Page 7 of 8

Also, as described in the City's response to IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

The City intends to continue its efforts and maintain partnerships referenced above to continue providing for the basic human needs of homeless people during El Niño and in the future.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Bell Gardens agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. The City of Bell Gardens is proud of the Gateway Cities Homeless Action Plan, a regional approach to coordinate resources to address homelessness. The City of Bell Gardens joins other Gateway Cities in applauding PATH and individual nonprofit/nongovernmental organizations' continued collaboration to address homelessness and to provide services to those in need in the Gateway Cities.

The City of Bell Gardens will continue its individual efforts to address homelessness in its City. However, the City cannot adequately provide for all homeless residents' needs alone. Therefore, the City will continue to strengthen its partnerships with governmental and non-governmental entities to provide for the basic human need of homeless people during El Niño and in the future.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Bell Gardens agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters.

Accordingly, City Staff will continue to distribute notices and provide in-person information to homeless residents, as needed. Additionally, the City will continue to advertise locations of heating and cooling centers in the local newspaper, and on the Los Angeles County website. Further, the Police Department will continue to collaborate with licensed clinicians to maintain communication with homeless residents suffering from mental illness and to provide such residents information about social services. Furthermore, the City intends to maintain its partnership with PATH's outreach team that

Presiding Judge

Re: City of Bell Gardens Response to 2015-16 Civil Grand Jury Interim Report on El Niño
Planning for County Homeless Population

March 24, 2016

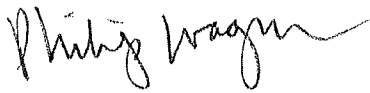
Page 8 of 8

works directly with homeless residents and families on the streets of Bell Gardens to provide homeless men, women, and families living on the street with sack lunches, hygiene supplies, and referrals to housing and supportive services.

Please contact my office should you have any questions.

Sincerely,

CITY OF BELL GARDENS

A handwritten signature in black ink, appearing to read "Philip Wagner", with a stylized, flowing script.

Philip Wagner
City Manager



RECEIVED
MAR 18 2016
OFFICE OF
PRESIDING JUDGE

March 14, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Re: Response to Interim Report from the Los Angeles County Civil Grand Jury Regarding
Services Available to the Homeless Population During El Nino Events

Dear Judge Kuhl:

In accordance with the request from the 2015-2016 Los Angeles County Civil Grand Jury, the City of Beverly Hills ("City") has prepared the following response to the Grand Jury's interim report.

During the 2016 City of Beverly Hills Homeless Count on January 27th, volunteers counted 14 homeless individuals and 1 make-shift shelter within the City's seven census tracts. The City has seen a reduction in homelessness since the count began in 2009, recording 42 homeless individuals that year. In 2011, 37 homeless were counted; in 2013, 30 homeless were counted; in 2015, 29 homeless individuals were found. This steady reduction suggests the ongoing City-funded services are positively impacting the lives of people most in need.

The City invests significant General Fund dollars towards local services to outreach, engage and connect homeless individuals to shelter, housing, nutrition, medical, mental health, and government benefits. The non-profit organization, Step Up on Second, staffs the City's Changing Lives and Sharing Places (CLASP) homeless outreach team, and is supported by the City's Ambassador Team (Block By Block), which provides consistent hospitality and outreach services in the City's core shopping, dining and business district. This combination of field-based outreach services ensures homeless individuals are quickly identified, engaged and linked to social services that are available, if they are willing to receive the information or services.

The City's specific responses to the topics listed in the Grand Jury's Interim Report are as follows:

IR1.1 – The City contracts annually with People Assisting The Homeless (PATH) for access to five shelter beds per night at PATH's shelter, which is located at 5627 Fernwood Ave. The CLASP team provides transportation to this shelter. The Beverly Hills CLASP team will triage individuals with sufficient government benefits to SHARE Collaborative Housing for permanent housing placement. Veterans are referred to the VA and adults to DPSS. Remaining individuals will be referred to existing Cold Weather Shelters. The City provides bus tokens and laminated rider instructions to the closest Cold Weather shelter pick-up locations (Venice Beach and MacArthur Park). CLASP staff have observed that for individuals with severe and persistent mental illness, voluntary follow-through to access available shelters is low to moderate.

IR1.2 – The City will be responsive to mutual aid requests per normal protocol, as appropriate and in accordance with the City's ability at the particular time. The City also works closely with three local churches, all of which provide a variety of basic homeless services.

IR1.3 – In the event of a severe weather episode during an El Nino event, City of Beverly Hills ordinances will remain in effect, but will be enforced in a humane manner that acknowledges the challenges individuals face in an extreme weather event. For example, if people are found seeking refuge in public parking structures during the extreme weather event, the no-trespassing ordinance would not be enforced during that time.

IR1.4 – The City does not need to amend its ordinances to address these short term situations that are caused by weather events.

IR1.5 – The City makes available to Beverly Hills homeless individuals: ponchos, space blankets and large garbage bags, to assure that unsheltered people remain dry and avoid hypothermia during a significant weather episode.

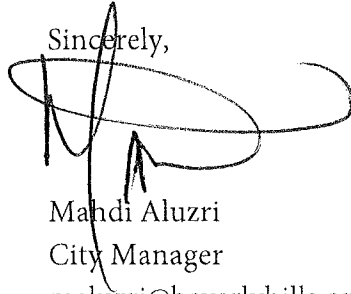
IR1.6 – The City will distribute these supplies through the Beverly Hills Ambassador team, a contracted third-party that provides safety services to the Beverly Hills community.

IR1.7 – The City has prepared laminated cards with directions, via public transit, to the nearby Cold Weather Shelters. The CLASP team will address any transportation barriers to accessing shelter by providing bus tokens or transportation to the shelter location. The City is distributing this information through the Beverly Hills Ambassador Team referred to in the response to IR1.6, above.

The City of Beverly Hills is committed to supporting the wellbeing of homeless individuals in the community, both during this El Nino event and throughout the year. The City's overarching goal is to link homeless individuals to permanent housing and to other services that will assist them.

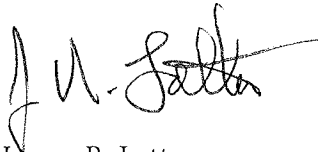
Please advise me, if you need additional information about any of the topics that are discussed above.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mahdi Aluzri', with a large, sweeping loop at the end.

Mahdi Aluzri
City Manager

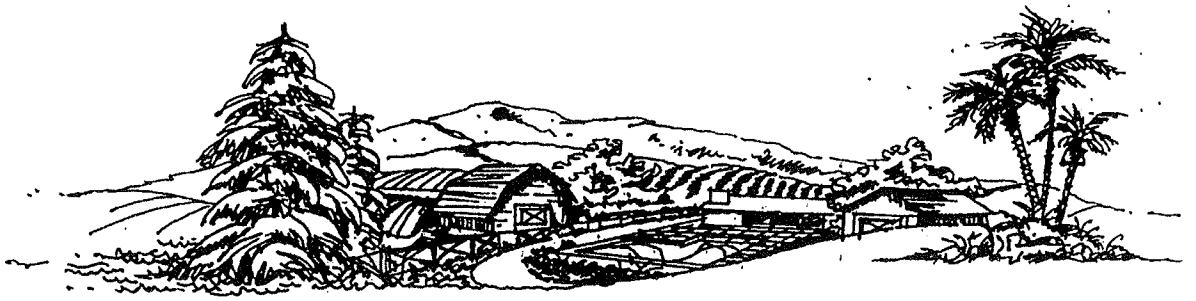
maluzri@beverlyhills.org

A handwritten signature in black ink, appearing to read 'James R. Latta', with a large, sweeping loop at the end.

James R. Latta

Human Services Administrator

jlatta@beverlyhills.org



CITY OF BRADBURY

Incorporated July 26, 1957

March 21, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012

RE: The City of Bradbury's Response to the 2015-2016 Los Angeles County Civil Grand Jury Report – Inadequate El Nino Planning for County Homeless Population

Dear Presiding Judge:

The City of Bradbury submits this letter in response to the Interim Report on 2015-2016 Los Angeles County Civil Grand Jury Report. The Grand Jury has asked for a written response to the following Findings and Recommendations in the Report pursuant to Penal Code Section 933.05.

Responses for the City of Bradbury

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Bradbury agrees with the Grand Jury Report. The City of Bradbury has regularly participated in the efforts to count the number of homeless within our community partnering with local communities and the Los Angeles Homeless Services Authority (LAHSA). As LAHSA can verify, these efforts have consistently found there are NO homeless people living in Bradbury.

Further, as a strictly residential community with no commercial or industrial areas, or even a church, there are no buildings that could be used as shelters. The only public building is City Hall, and while it meets ADA standards, it does not have shower or kitchen facilities. Finally, there are no public transportation routes within the city, so it would make it very difficult for the homeless population in other cities to access a shelter in Bradbury.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Bradbury as mentioned in IR1.1 has no homeless individuals, nor does it have facilities to operate a shelter within its boundaries. For emergency purposes the City has an agreement with neighboring communities to work together with the American Red Cross and local school districts to provide such facilities in a time of crisis. Such facilities are available in Pasadena, Duarte and Monrovia.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Bradbury agrees. The City of Bradbury as mentioned in IR1.1 does not have facilities to operate a shelter within its boundaries.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City of Bradbury agrees. The City of Bradbury as mentioned in IR1.1 does not have facilities to operate a shelter within its boundaries, however the City's General Plan 2012-2030 and current Development Standards ensure that any such facilities would be acceptable for temporary shelters for people without homes in the event of an emergency in all zones.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Bradbury agrees. The City of Bradbury as mentioned in IR1.1 does not have any homeless at this time, but will continue to encourage support of local San Gabriel entities/efforts such as Friends in Deed, EPAC, Union Station (Pasadena) and Foothill Unity Center in making donations to assist with the supply of needed items such as tents, tarps, coats and blankets to keep people dry and avoid hypothermia.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Bradbury agrees. See response to IR1.5.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Bradbury agrees. The City will continue to work with its non-profit partnerships to provide shelter and transportation information to the public via the City's use of the Connect-CTY service (this tool allows messages to be sent by phone call, text and email). Additionally, the City will post information on the City's website, at the Civic Center and with the assistance of its law enforcement agency (the Los Angeles County Sheriffs Department) through the Countywide Nixle.

CONCLUSION

The City of Bradbury believes that the above responses adequately address the recommendations and required responses contained in the Civil Grand Jury's Interim Report for the Inadequate El Nino Planning for the County's Homeless Population as required by California Penal Code Section 933(c) and 933.05.

If you have any additional questions please do not hesitate to contact City Manager Michelle Keith at 626.358.3218.

Sincerely,
The City of Bradbury

Michelle Keith
City Manager



CITY OF BURBANK
OFFICE OF THE CITY MANAGER
(818) 238-5800
FAX (818) 238-5804

March 22, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street,
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Honorable Presiding Judge Kuhl,

On behalf of the City of Burbank, enclosed you will find the City's response to the recommendations of the 2015-2016 Civil Grand Jury's Final Interim Report.

The City Council approved these responses at its meeting on March 22, 2016. Per the instructions provided by your agency, the City has responded to the seven recommendations listed in the report. Upon review of the City's responses please feel free to contact me with any additional questions.

Thank you,

Ron Davis
Interim City Manager

Enc.

2015-2016 Civil Grand Jury Final Interim Report Recommendations

City of Burbank's Responses

Finding Key*:

1. The recommendation has been implemented, with a summary regarding the implemented action.
2. The recommendation has not yet been implemented, but will be implemented in the future with a timeframe for implementation.
3. The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
4. The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

**Per the request of the Civil Grand Jury, Cities' responses to the recommendations of the Final Interim Report must use one of the numbered actions listed above and subsequent rationale (i.e., the recommendation has been implemented). Accordingly, staff's responses to the recommendations below will include the appropriate number from the key above and supporting rationale/ comments.*

RECOMMENDATIONS

The Los Angeles County Civil Jury therefore makes the following recommendations.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

1. The recommendation has been implemented, with a summary regarding the implemented action.

The City of Burbank is among several cities that actively participate in the Los Angeles Continuum of Care Regional Winter Shelter Programs. City and County agencies have been working in an assertive and highly coordinated effort on preparedness and operational plans to expand the region's annual winter shelter program. The Los Angeles Homeless Services Authority (LAHSA) will have over 1,100 Winter "Surge" Beds, in addition to the existing LAHSA winter shelter beds, which have the capacity to serve 2,000 people at present. This translates to over 3,100 winter shelter beds.

The Cities of Burbank and Glendale collaborated in identifying sites, funding, and best practices to accommodate a winter shelter. As a result of these efforts, a site was secured for the operation of a 110-bed winter shelter program, which is operated by Ascencia. The site is located at 1219 Los Angeles Street, Glendale.

Through a partnership between the Cities of Burbank and Glendale, and LAHSA, a seasonal winter shelter began operating on November 16, 2015 providing shelter and services to homeless individuals residing in Burbank, Glendale, and surrounding communities. To date, the winter shelter has assisted over 8,000 duplicated persons/roughly 600 unduplicated persons with shelter, food, clothing, and case management. The winter shelter will continue to operate until March 31, 2016. The City of Burbank provided a contribution of \$20,000 for program operations. In addition, the City of Burbank funded a seasonal Burbank Street Outreach Program to coincide with the winter shelter operations. The Burbank Street Outreach Program has been effective in connecting the homeless in Burbank to the shelter, providing transportation assistance, and conducting assessments that would pair an individual or family to adequate services.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

1. The recommendation has been implemented, with a summary regarding the implemented action.

The City of Burbank is among several cities that actively participate in the Los Angeles Continuum of Care Regional Winter Shelter Programs. City and County agencies have been working in an assertive and highly coordinated effort on

preparedness and operational plans to expand the region's annual Winter Shelter Program.

An augmented winter shelter plan, which provides additional emergency shelters to supplement the existing facilities, all operated by LAHSA, will be located in seven County facilities. Those facilities have been identified as gymnasiums owned and operated by the Los Angeles County Department of Parks and Recreation. The staffing and operations will be prescribed by LAHSA in anticipation of the opening of these augmented shelters.

As previously mentioned, the Glendale Winter Shelter Program is among the existing winter shelters supported by the LAHSA. Should the augmented winter shelter plan be implemented, the City of Burbank will be notified by LAHSA. The City of Burbank will take additional steps to notify local non-profits, service agencies, Burbank Police Department, Burbank Fire Department, and the Burbank Street Outreach Program of the augmented winter shelters.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire and other safety standards applicable to non-catastrophic times.

4. The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

Land use policies and the Housing Element ultimately determine where, how much, and what type of housing can be built in the City of Burbank. To facilitate the development of emergency housing and comply with State law (Senate Bill 2), the City amended the zoning code in 2011 to address emergency shelters. In 2011, the City Council of Burbank adopted an ordinance that created and defined the emergency shelter use, permitting them by-right in the M-2 General Industrial zone with a Conditional Use Permit in the M-1 Limited Industrial and Burbank Center Commercial Manufacturing zones.

Many of Burbank's industrial areas are characterized by light industrial, research and development, media related, and office uses. These zones are characterized by larger buildings and warehouses. Some commercial buildings could be suitable for shelter conversion, provided property owner willingness, funding, and other resources were made available.

The City of Burbank will continue to take steps toward addressing homelessness by strategically aligning its' resources in support of dealing with this social crisis. These efforts include the expansion of partnerships and collaborations with agencies to

provide short-term and long-term assistance. Homelessness has no boundaries; therefore, these partnerships are vital in developing a system-wide approach to solve the issues from emergency shelter to permanent housing. As funding permits, the City will continue to support local and county-wide efforts including: Burbank Temporary Aid Center; Family Promise of the Verdugos; the Salvation Army; Family Service Agency; Volunteers of America of Greater Los Angeles; and Ascencia. These organizations are capable of providing emergency services, housing, employment assistance, and shelter to homeless individuals and families.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

4. The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

Please refer to the City's response to IR1.3.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

1. The recommendation has been implemented, with a summary regarding the implemented action.

The Burbank Street Outreach Program and Providence Saint Joseph Medical Center supply the homeless who refuse or are unwilling to utilize the emergency shelters with inclement weather items that will prevent hypothermia. These include warm blankets, winter coats, and poncho liners, as supply items last. The supply items will reach homeless persons with pets.

Although providing tents, tarps, and ponchos is a partial solution, the Burbank Street Outreach Program will also provide referrals to emergency shelters and organizations in Los Angeles County that will serve homeless individuals with pets. LAHSA and many service providers advise that pet ownership is a barrier to housing for homeless individuals due to health and safety restrictions. LAHSA further states that there is a lack of homeless shelters, housing and service providers that accept pets. Homeless service provider staff state that many homeless people do not wish to relinquish their pet and will, as a result, forgo services and housing.

In an effort to promote access to pet-friendly emergency shelters with strict health and safety guidelines, the Burbank Street Outreach Program and service organizations will connect homeless individuals with pets to health care clinics for vaccinations. Particularly, the County of Los Angeles Department of Animal Care & Control provides low-cost vaccination clinics throughout the County.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

2. The recommendation has not yet been implemented, but will be implemented in the future with a timeframe for implementation.

Please refer to the response provided for IR1.5.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

1. The recommendation has been implemented, with a summary regarding the implemented action.

Pre-storm outreach and winter shelter will be conducted through coordinated efforts by LAHSA, local street outreach case managers, service agencies, governmental agencies, police, fire, and sheriff, and by calling 2-1-1.



CITY of CALABASAS

March 9, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Suite 11-506
Los Angeles, CA 90012-3168

Subject: Response to Interim Report by the 2015-2016 Los Angeles County Civil Grand Jury-
Inadequate El Nino Planning for County Homeless Population

Your Honor:

The City of Calabasas appreciates the concerns of the Los Angeles County Civil Grand Jury (CGJ) related to the impact the forecasted El Nino storms will place on the county's homeless population. This letter is a response to the CGJ request to address items IR1.1 - IR1.7 as directed in the interim report, *"Inadequate El Nino Planning For County Homeless Population: An Interim Report by the 2015-2016 Los Angeles Civil Grand Jury"*.

Item IR1.1 *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

The City of Calabasas has not had to address the homeless population issue, since we know of no homeless person living within the city limits of Calabasas. As a small city with a population of only 24,000 residents, we have no public facilities within the City to provide temporary shelter for a homeless population. We look to the Los Angeles Homeless Services Authority (LAHSA) that is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of 88 cities in the County to provide this function. Calabasas is one of the 85 cities LAHSA covers and property tax revenues from the City of Calabasas are used by the County to fund this agency and its mission.

IR1.2 *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

Without a facility to temporarily house homeless persons or storage capacity for shelter supplies, the City would need to partner with the American Red Cross. There are three public schools in the city designated as emergency shelters by the Red Cross. There are no food facilities. None of the schools would be available when students are on campus. In the event of a declared emergency (earthquake, natural disaster, wildfire) they can be activated with approval by the Las Virgenes Unified School District.

IR1.3 The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Calabasas understands the challenges posed by local regulations that may have impeded the establishment of homeless housing. The Calabasas Zoning Code provides for locations for emergency shelters to be located within the City. However, The City of Calabasas respectfully disagrees with the CGJ recommendation to relax restrictions in health, fire and other safety standards. Fire and health safety codes are established to protect the public. We will not endanger the lives of the volunteer shelter workers or homeless population.

IR1.4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The Calabasas Municipal Code provides for land area open to emergency sheltering by right, without special permit or approval in compliance with SB 2.

IR1.5 The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

As discussed in IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County. In the event, tarps, and other items were needed in the City of Calabasas, the City would access the funding to address the need.

IR1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Not Applicable. The City has no facilities to shelter homeless so any supplies would be utilized by cities that do have sheltering facilities. Supplies for the homeless population should be distributed by LAHSA.

IR1.7 Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Request for Response – Inadequate El Nino Planning/Homeless

March 9, 2016

Page 3

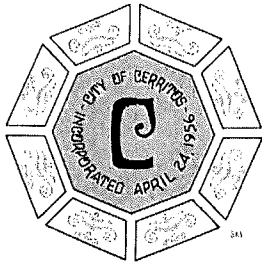
The City currently has several communication tools, i.e., website, city bulletin boards, public access channel, and social media tools, to assist with dissemination of Public Service Announcements regarding public safety. Homeless information is available through local newspapers and social media channels.

I hope this information has assisted your efforts. If you have questions, please feel free to contact me at (818) 224-1606 or Jim Jordan, Director of Public Safety & Emergency Preparedness at (818) 224-1629.

Sincerely,

A handwritten signature in black ink, consisting of several fluid, overlapping loops and strokes, representing the name Anthony M. Coroalles.

Anthony M. Coroalles
City Manager



CITY OF CERRITOS

CIVIC CENTER • 18125 BLOOMFIELD AVENUE
P.O. BOX 3130 • CERRITOS, CALIFORNIA 90703-3130
PHONE: (562) 916-1301 • FAX: (562) 468-1095
WWW.CERRITOS.US



April 15, 2016

OFFICE OF THE CITY MANAGER
ART GALLUCCI

County of Los Angeles Civil Grand Jury
210 West Temple Street, 11th Floor
Room 11-506
Los Angeles, CA 90012

Attention: Bart Benjamins, Foreperson
Heather Preimesberger

Dear Mr. Benjamins and Ms. Preimesberger:

This correspondence is provided in response to the Los Angeles County Civil Grand Jury request for information related to the Interim Report on El Nino Planning for the County Homeless Population. All questions from the Civil Grand Jury have been addressed individually as follows:

City of Cerritos
Response to 2015-16 Civil Grand Jury Interim Report on El Nino Planning for County Homeless Population

Recommendation No. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Cerritos is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, these they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach.

The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding

homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of Cerritos

The City of Cerritos addresses the needs of homeless residents through relationships with partners who provide services to homeless individuals, families, etc. City staff actively participate in area coalitions to stay informed of available services in the region. The City of Cerritos currently has four in-house staff dedicated for case management/social services referrals for individuals of all ages and needs. In addition, the City has a Memorandum of Understanding with a care manager who serves needy 50+ year olds and refers to third party agencies. The City of Cerritos funds and partners with numerous agencies who provide mental health counseling and services for individuals in need. Staff remains active and informed with Cerritos Sheriff at all times and partner solving issues as they arise.

Recommendation No. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Cerritos agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. *The City's emergency plans, which include catastrophic weather events (that apply to El Nino), are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.*

- The City of Cerritos provides outreach to homeless residents and local homeless gathering places through staff trained to outreach/assess/refer. City staff, located throughout the City, are informed to contact outreach staff. This staff then mobilize to areas such as library, community centers, parks, shopping centers, river beds and parking lots to provide assessment, information and referral resulting in placement or services. In addition when news is disseminated from the County, City staff and Sheriff are able and willing to immediately distribute information to areas in question, i.e., recently Sheriffs spent numerous days in riverbeds, that border the City, alerting any individuals dwelling in the riverbeds of the dangers of the potential El Nino Storms. Sheriff offered flyers on shelters and transportation. The City also publicizes that all City buildings and Los Cerritos Center are extreme weather

facilities. These facilities are open during normal operating hours (typically 7:30 a.m to 10 p.m.) year round.

- Recently, the City of Cerritos participated in the LAHSA annual unsheltered, "Place in Time" homeless count. Cerritos staff organized Sheriff personnel, Volunteers On Patrol (VOP), Community Emergency Response Teams (CERT) and Community Volunteers to perform the night time task of counting the unsheltered. The City is committed to this annual activity.

- The City of Cerritos is fortunate to have numerous, generous faith-based organizations, sororities, and service clubs that provide resources as needed to those in need such as a food pantry, blankets and warm jacket distribution.

Recommendation No. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Cerritos agrees supports the safe housing of homeless residents. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes.

In response to Senate Bill 2, the City of Cerritos adopted City Council Ordinance No. 992/993 amending the Cerritos Municipal Code and Development Map, establishing an Emergency Shelter Overlay Zone (M-1), to accommodate residents and homeless individuals. Said shelters are permitted by right in said zone and would be permitted during El Niño related events, and/or during non-catastrophic times.

In addition, in accordance with the City of Cerritos's 2013-2021 Housing Element, certified by the California Department of Housing and Community Development (HCD) in January 2015, transitional, supportive, and homeless shelter programs are available and provided by the City of Cerritos. Further, transitional and supporting housing facilities are permitted in all of the City's residential zones by right, meaning that without special permits or approvals, housing can be permitted in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Lastly, the City of Cerritos' Emergency Operations Management has taken a proactive approach in partnering with the American Red Cross Shelter Management Team to ensure that in the event of a natural disaster, or extreme weather conditions such as an El Niño event, City-owned and operated public facilities will be made available to the general public, including homeless individuals, for sheltering and first-aid purposes.

Recommendation No. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Cerritos agrees that ordinances and regulations should ensure the safe housing of homeless residents. The City of Cerritos does not, and will not, block private entities from providing temporary shelter to people without homes. As described previously, the City has an overlay zone allowing for emergency homeless shelters and transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

Recommendation No. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Cerritos agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens during normal operating hours (7:30 a.m. to 10 p.m.), Heating/Cooling Centers in all Community Centers, Library, Senior Center and Los Cerritos Center. The City is equipped to provide information and referral, including shuttle schedules, for the County's emergency/cold weather shelters.

Cerritos staff work closely with a number of area non-profits who assist the homeless and individuals in need. Cerritos has allocated funds to numerous agencies who provide mental health services and health and human services to those in need.

City staff is assigned as liaisons and attends coordination meetings with Gateway Connections, PATH and LAHSA as well as numerous other homeless coalitions in order to remain informed of services and programs available to those in need.

Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

Recommendation No. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Cerritos agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

Recommendation No. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Cerritos agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, (including Red Cross Shelters) and public transportation. That is why the City and our L.A. County Sheriff Cerritos Station partners will continue distributing notices and providing in-person information to homeless residents alerting of shelter and transportation availability. In addition, the referral Hotline postcards will remain available to staff, residents and individuals in need out at the City's Community Centers, Library, Senior Center and Community Safety Station.

I thank you for this opportunity to clarify any information you may have and I would be happy to answer any questions. Please do not hesitate to contact me at (562) 916-1301.

Sincerely,

A handwritten signature in black ink, appearing to read "Art Gallucci". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Art Gallucci
CITY MANAGER



Office of the
City Administrator

City of Commerce

March 30, 2016

Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor - Room 11-506
Los Angeles, CA 90012


Re: Request for Response to the 2015-2016 Civil Grand Jury Report on El
Niño Planning For County Homeless Population

Dear Judge Kuhl,

Attached is the City of Commerce's response to the Civil Grand Jury Report on "El Nino" Planning for County Homeless Population.

We look forward to working with the Grand Jury to implement the recommendations as they relate to the City of Commerce. Should you have any questions please feel free to contact me at (323) 887-4460, Ext. 2215.

Respectfully,


Jorge Rifa
City Administrator

City of Commerce

Response to 2015-16 Civil Grand Jury Interim Report on El Nino Planning for County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Commerce is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and

housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment**. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% increase in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of Commerce:

The City of Commerce addresses the needs of homeless residents through:

- 2 in-house Social Services staff for case management/social services referrals

Also, the City uses:

- Psychological Evaluation Team resources provided by the LASD
- Mental Health referrals made to local agencies such as ENKI or Penny Lane
- Case management, third-party placement services to the Bell Shelter provided by Helpline Youth Counseling.
- City income based programs such as Food Distribution and Token Distribution.
- City controlled gift card program made possible through business donations.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Commerce agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. *The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, are designed to help anyone in need. Per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.*

The City of Commerce provides outreach to homeless residents through:

- 4 neighborhood Libraries
- Senior Center
- 4 Parks/Community Centers
- 2 Social Services staff
- Community Services Officers
- LASD COPS team
- Its referral placement services to the Bell Shelter

Also the City of Commerce:

- Has 4 neighborhood parks/community centers which are extreme weather centers when the temperature rises to 95° Fahrenheit. They may be activated as emergency shelters when directed to do so.
- Participated in the 2016 Homeless Count and got a total street count of 40.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Commerce agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. The City's municipal ordinance 19.31.660 permits emergency temporary housing in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's residential zones. In total, approximately 7.6 of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Commerce agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described in detail above, approximately 7.6% of the City's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Commerce agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Heating/Cooling Centers at Bandini Park, Bristow Park, Rosewood Park, and Veterans Park.

The City provides information for the City's emergency/cold weather shelters. The City also provides staff support/resources for:

- Bell Shelter
- The City of Commerce collaborates with Gateway Connections, PATH and Helpline Youth Counseling, Inc. Social Services staff refers any homeless individual they come into contact with as part of the City's homelessness initiative.

Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Commerce agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

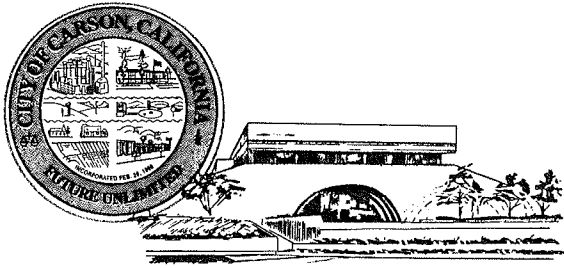
RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Commerce agrees that Public Service Announcements are essential to continue spreading the word about the location and availability of shelters. That is why the City has been:

- Displaying outreach notices and providing in-person information to homeless residents
- Using the City website, local monthly publication, and city public announcement monitors to provide information about heating/cooling centers.
- Publicize the Gateways Connections outreach hotline through City website, social media, flyers, and local monthly publication.



CITY OF CARSON

January 24, 2017 ✓

COUNTY OF LOS ANGELES
CIVIL GRAND JURY
210 W. Temple Street, 11TH Floor
Room 11-506
Los Angeles, California 90012

Subject: RESPONSE TO INADEQUATE EL NINO PLANNING FOR COUNTY HOMELESS POPULATION, Sections 1R1 – 1R.7

Dear Foreperson Saliba and Chair Benedict:

The City of Carson appreciates your December 23, 2016 correspondence with your findings to all 88 cities in Los Angeles County relative to preparing for the 2015 El Nino weather season. You will find that much has changed since the winter of 2015 with Carson' response to dealing with the homeless. Last year Carson advocated with Supervisor Ridley-Thomas to assist in funding the South Bay Council of Government homeless programs. As part of this regional effort, the City allocated its own General Funds towards homeless programs. The City formed a Homeless Committee, which meets weekly with our service providers, the Los Angeles County Sheriff and various faith groups to improve our outreach to the homeless and provide improved services.

The City of Carson has struggled with budget issues for the better part of the decade, including facing deficit budgets in seven out of ten budgets in the last ten years. The City resources in terms of housing and dealing with the homeless were further reduced with the State's decision to terminate local redevelopment agencies, including the Carson Redevelopment Agency. Carson's revenues have not fully recovered from the Great Recession in 2008, while other more affluent communities have rebounded economically. Carson being a disadvantaged community finds it challenging to fund programs serving the homeless. We hope that Measure H is approved by the voters in March, since a dedicated and stable source of funding is needed to deal with the very real societal problem of homelessness.

In response to the Civil Grand Jury's (CGJ) findings and recommendations to the 88 cities in the County of Los Angeles, the City of Carson offers the following responses:

CIVIL GRAND JURY RECOMMENDATIONS	CITY OF CARSON RESPONSES
1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans know to the CGJ from expected torrential rains.	Implemented. The winter shelters within close proximity of the City of Carson have been identified. The information is readily available and provided to the homeless through our outreach teams.
1.2 The County of Los Angeles and each of its 88 cities should determine what supplies and equipment need to be relocated to building identified above to provide for the basic human needs of the people.	Implemented. The City of Carson periodically conducts outreach to its population where supplies, toiletries and equipment are provided. Staff has access to supplies as needed.
1.3 The County and it 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino even, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.	Implemented. Not applicable to the Carson Municipal Code.
1.4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.	Implemented. Not applicable to the Carson Municipal Code.
1.5 The County of Los Angeles and each of its 88 cities should be purchase and provide tents, tarps and ponchos to people who cannot be accommodated in shelters because they have pets or there is no room in other shelters.	Implemented. The City of Carson periodically conducts outreach to its population where supplies, toiletries and equipment are provided. Staff has access to supplies as needed.
1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies	Implemented. The City has access to supplies as needed and has partnered with local community based organizations: Calvary Chapel, People Assisting the Homeless, and Harbor Interfaith Services for distribution.
1.7 Public Service Announcements should be made throughout Los Angeles	Implemented. The City of Carson made a public service announcement in the form

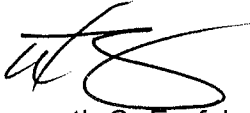
County about the location of public-building shelters available to unsheltered people, including public transportation when needed.	of a press release which identified procedures and resources for the homeless population in the event of El Nino weather conditions.
---	--

The City of Carson agrees that there were no responses provided to the Interim Report's seven recommendations. However, the City of Carson does not agree that the findings are accurate. The City of Carson is proactive in providing services to its homeless population which includes the aforementioned recommendations.

Moreover, the City of Carson is actively engaged with the County of Los Angeles' 47 strategies to end homelessness, currently working with Los Angeles Homeless Services Authority, working with the South Bay Coalition to End Homelessness, and have contracted the People Assisting The Homeless (PATH) to provide services to our homeless population.

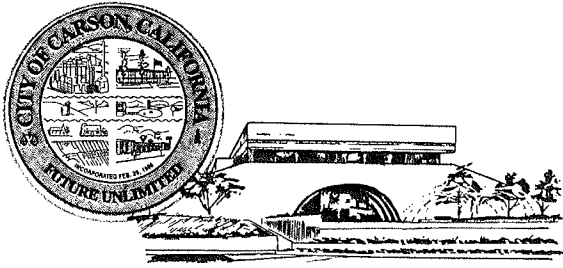
Again, we appreciate the work of the Civil Grand Jury and hope that you find our response adequate and helpful.

Respectfully,



Kenneth C. Farfsing
City Manager

KCF/CF/dg



CITY OF CARSON

RS:
227-2,22,17

IRS
file
...

February 15, 2017

Mr. Douglas Benedict, Chair, Continuity Committee
2016-2017 Los Angeles County Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Re: County of Los Angeles Civil Grand Jury Letter, February 1, 2017

Dear Mr. Benedict:

Thank you for your letter dated February 1, 2017 regarding the City of Carson's website as it relates to Commissions, their membership, structure and compensation.

I have asked my Interim Assistant City Manager to meet with appropriate City staff to review the Grand Jury Recommendations and to make the changes that have been requested.

The City Council recently made new appointments to many of the City's Commissions and the City Clerk's office is in the process of meeting with and swearing in the new Commissioners. Once she has completed the swearing in process, she will then provide the staff with the information requested in the letter. The IT staff has already committed to making the needed changes on the website a priority once the information is available. I anticipate that the changes will be in place by April 30, 2017.

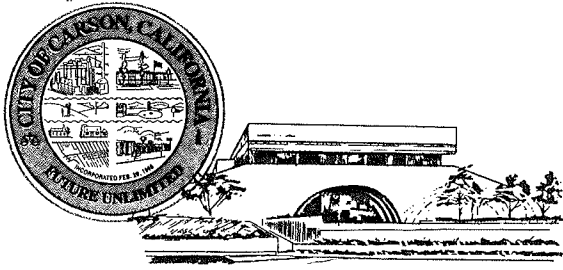
If you have any questions, please contact me at (310) 952-1730 or the Interim Assistant City Manager, Dr. Jim Hart, at (310) 952-1730.

Sincerely,

Kenneth C. Farfing
City Manager

KCF/JH

cc: Mayor Robles
MPT Davis-Holmes
Councilmember Santarina
Councilmember Hilton
Councilmember Hicks, Sr.
Dr. James Hart, Interim Assistant City Manager
Sunny Soltani
Ms. Joanne D. Saliba, Foreperson



Duplicate

CITY OF CARSON

February 15, 2017

Ms. Joanne D. Saliba, Foreperson
2016-2017 Los Angeles County Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Re: County of Los Angeles Civil Grand Jury Letter, February 1, 2017

Dear Ms. Saliba:

Thank you for your letter dated February 1, 2017 regarding the City of Carson's website as it relates to Commissions, their membership, structure and compensation.

I have asked my Interim Assistant City Manager to meet with appropriate City staff to review the Grand Jury Recommendations and to make the changes that have been requested.

The City Council recently made new appointments to many of the City's Commissions and the City Clerk's office is in the process of meeting with and swearing in the new Commissioners. Once she has completed the swearing in process, she will then provide the staff with the information requested in the letter. The IT staff has already committed to making the needed changes on the website a priority once the information is available. I anticipate that the changes will be in place by April 30, 2017.

If you have any questions, please contact me at (310) 952-1730 or the Interim Assistant City Manager, Dr. Jim Hart, at (310) 952-1730.

Sincerely,

Kenneth C. Farfsing
City Manager

KCF/JH

cc: Mayor Robles
MPT Davis-Holmes
Councilmember Santarina
Councilmember Hilton
Councilmember Hicks, Sr.
Dr. James Hart, Interim Assistant City Manager
Sunny Soltani
Mr. Douglas Benedict, Chair, Continuity Committee



CITY OF COVINA

www.covinaca.gov

125 East College Street • Covina, CA 91723-2199

March 23, 2016

Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 N. Hill Street, Room 204
Los Angeles, California 90012

RECEIVED

MAR 28 2016

OFFICE OF
PRESIDING JUDGE

Dear Judge Kuhl:

Pursuant to the request of Mr. Bart Benjamins, Foreperson, 2015-2016 Los Angeles County Civil Grand Jury, in his e-mail of December 22, 2015, requesting a written response to the recommendations contained in the report *Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury*, the City of Covina responds as follows.

Persons who are homeless are often a transient population, traveling to and from varied jurisdictions. While in incorporated cities, they are under the jurisdiction of that city. If in the right-of-ways along freeways, where encampments have risen eighty-five percent (85%), in the last two years alone, they are under the jurisdiction of the California Department of Transportation (Caltrans). In Caltrans District 7, which covers Los Angeles and Ventura counties, the agency controls more than 9,000 acres of land along the freeways¹. If living on the banks of the Los Angeles River, in the Arroyo Seco, or Whittier Narrows or one of the many large parks in Los Angeles County, they are under the jurisdiction of Los Angeles City or County. In addition, there are county facilities which run through incorporated cities, such as storm drains, where homeless persons create encampments.

The Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury (CGJ), assumes that homelessness exists only in incorporated cities, and ignores the unincorporated county areas, and the fact this involves a transient population. The Civil Grand Jury (CGJ) surveyed the 22 largest cities in the County, but obtained no information on County Census Designated Places (CPD), the unincorporated areas of Los Angeles County under the jurisdiction of Los Angeles County.

Los Angeles County's homeless challenge is a county-wide problem and cannot be addressed by individual cities with limited budgets which are already impacted by numerous state unfunded mandates. Los Angeles County's Department of Regional Planning reinforces this challenge with the following statement:

¹ www.latimes.com "What those homeless camps along L.A.'s freeways mean for a public space once above it all", Christopher Hawthorne, December 26, 2015

Los Angeles County covers 4,000 square miles and is home to a population of 9.5 million individuals; this population is anticipated to grow to 11.5 million by 2020. The unincorporated areas include more than 2,600 square miles, represent two-thirds of the County's land and one-tenth of its population. Unofficially grouped into 137 non-contiguous areas, some of the unincorporated areas are as small as a few blocks, some are urban centers with more than 150,000 residents and some, with sparse populations, cover hundreds of square miles in the high desert. If they comprised a single city, the unincorporated areas would be the third most populous in the State, after Los Angeles and San Diego. The unincorporated areas are both socially and economically diverse.

There are 88 incorporated cities within Los Angeles County, each with its own city council. The areas that are not part of these cities are considered to be unincorporated County territory. More than 65 percent of Los Angeles County is unincorporated. For the 1 million people living in these areas, the Board of Supervisors and County Departments provide the municipal services.²

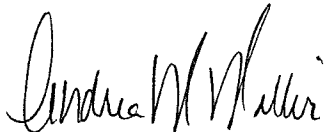
Officials throughout the County recognize that the rates of homelessness have risen sharply in Los Angeles County since 2013, resulting in various responses and programs aimed at addressing the issue. For each potential solution to the problem, money and lack of coordination has been a problem. In response, the County and other local agencies have begun to work more collaboratively and are increasingly addressing this challenge as a region with a focus on removing the barriers to housing, providing resources for rapid re-housing, acknowledging that each situation is unique, and developing coordinated entry systems with multiple points of access to get people into social service programs. Outreach workers are making contact with homeless in Covina to transition them off the streets to shelters with supportive services. While much work remains to be done, and despite the need for additional funding and resources from our County, State and Federal partners, the Covina community is on the right path.

In addition to the discussion above, Table A, attached, provides specific responses to each of the recommendations, in the order the recommendations are outlined in the report.

If there are additional questions, please contact me at (626) 384-5410, or Brian K. Lee, Director of Community Development, at (626) 384-5458.

Sincerely,

CITY OF COVINA



Andrea M. Miller
City Manager

AMM:BKL:ng

² http://planning.lacounty.gov/view/unincorporated_los_angeles_county/ accessed Jan 4 2016

CITY OF COVINA RESPONSE TO 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY

TABLE A

Los Angeles County Civil Grand Jury (LACCGJ) <i>Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury Recommendations</i>		City of Covina Responses to LACCGJ Interim Report per California Penal Code Sections 933 (c) and 933.05			
		Response	933.05 a(1) Agree	933.05 a(2) Disagree Wholly or Partially	933.05 C. Budgetary or personnel matters over which it has decision-making authority
IR1.1.	The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.	California Penal Code Section 933.05 (c) [Budgetary] <i>This is a budgetary issue.</i> The City of Covina does not own any warehouses. To meet this recommendation, the City would be required to purchase, rent or lease buildings. Funds are not available.			xx
IR1.2.	The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.	California Penal Code Section 933.05 (c) [Budgetary] <i>This is a budgetary issue.</i> To meet this recommendation would require expenditure from the City general fund. City funds are not available. As of January 22, 2016, Los Angeles County funds in the amount of \$1,360,686 have been allocated from the County of Los Angeles' CEO to fund implementation of the Weather Activated Emergency Winter			xx

Los Angeles County Civil Grand Jury (LACCGJ) <i>Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury Recommendations</i>		City of Covina Responses to LACCGJ Interim Report per California Penal Code Sections 933 (c) and 933.05			
		Response	933.05 a(1) Agree	933.05 a(2) Disagree Wholly or Partially	933.05 C. Budgetary or personnel matters over which it has decision-making authority
IR1.2. (cont'd)		Shelter Program. This funds existing providers to respond to severe weather notices and set up emergency shelter operations at seven sites across the county. The additional sites will provide emergency shelter for overflow demand during time periods with inclement weather conditions.			
IR1.3.	The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.	Response: California Penal Code Section 933.05(a)(2) [Disagrees wholly or partially with the finding] <i>The respondent disagrees with the finding;</i> no matter the cause, health and safety is a concern and the City would be open to liability charges if health and safety concerns are not addressed. In addition, fire and building codes are adopted by the state of California and cities must adopt them as their own codes. State law does not allow cities to lessen code restrictions.		xx	

Los Angeles County Civil Grand Jury (LACCGJ) <i>Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury Recommendations</i>		City of Covina Responses to LACCGJ Interim Report per California Penal Code Sections 933 (c) and 933.05			
		Response	933.05 a(1) Agree	933.05 a(2) Disagree Wholly or Partially	933.05 C. Budgetary or personnel matters over which it has decision-making authority
IR1.4.	The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.	Response: California Penal Code Section 933.05 (a)(2) [Disagrees wholly or partially with the finding] <i>The respondent disagrees with the finding;</i> There are operational and public safety issues and health and safety concerns inherent in the use of facilities for homeless shelters which necessitates review by the local jurisdiction. The community has a right to evaluate land use within its border, unless the State pre-empts local zoning.		xx	
IR1.5.	The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.	Response: California Penal Code Section 933.05(c) [Budgetary] <i>This is a budgetary issue.</i> To meet this recommendation would require expenditure from the general fund. Funds are not available locally. The local Continuum of Care, the Los Angeles Housing Services Authority, receives federal funds to provide services to homeless persons.			xx

Los Angeles County Civil Grand Jury (LACCGJ) <i>Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury Recommendations</i>		City of Covina Responses to LACCGJ Interim Report per California Penal Code Sections 933 (c) and 933.05			
		Response	933.05 a(1) Agree	933.05 a(2) Disagree Wholly or Partially	933.05 C. Budgetary or personnel matters over which it has decision-making authority
IR1.6.	The County and its 88 cities should make plans or they should partner with non- governmental entities to distribute these supplies.	Response: California Penal Code Section 933.05(c) [Budgetary] <i>This is a budgetary issue.</i> City staff and resources are limited. If adequate State or County funding is made available to cities, this issue may become more feasible.			XX
IR1.7.	Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.	Response: California Penal Code Section 933.05(a) (1) [Agree with the finding] <i>The respondent agrees with the finding,</i> and will be happy to make announcements on the cable channel with which it is affiliated. If service providers and transportation companies provide the information, the City will broadcast by cable, and will make the information available at City offices for the public.	XX		



CITY OF **CUDAHY** CALIFORNIA

Incorporated November 10, 1960

P.O. Box 1007
5220 Santa Ana Street
Cudahy, California 90201-6024
(323) 773-5143
Fax: (323) 771-2072

RECEIVED

MAR 28 2016

OFFICE OF
PRESIDING JUDGE

March 21, 2016

Los Angeles County Superior Court
Attn: Presiding Judge of the Los Angeles County Superior Court
111 N. Hill Street
Los Angeles, CA 90012

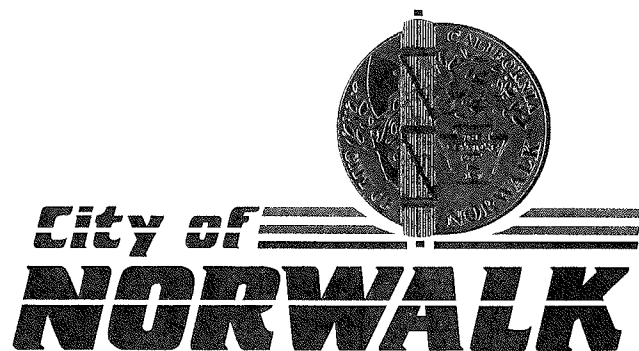
Subject: Response to Los Angeles County Civil Grand Jury Report on Inadequate El
Nino Planning for County Homeless Populations

The City of Cudahy agrees that public partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our few homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warm needs.

Sincerely,

Jose E. Pulido
City Manager

LEONARD SHRYOCK
Mayor
MICHAEL MENDEZ
Vice Mayor
ERI KELLEY
Councilmember
MARCEL RODARTE
Councilmember
LUIGI VERNOLA
Councilmember
MICHAEL J. EGAN
City Manager



12700 NORWALK BLVD., P.O. BOX 1030, NORWALK, CA 90651-1030 * PHONE: 562/929-5700 * FACSIMILE: 562/929-5773 * WWW.NORWALK.ORG

March 3, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to Interim Report by the 2015-16 Los Angeles County Civil Grand Jury – Inadequate El Niño Planning for County Homeless Population

The City of Norwalk appreciates the concern of the Los Angeles County Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's Homeless population. The City of Norwalk acknowledges the recommendations by the Civil Grand Jury in its Interim Report and provides this letter to respond to the recommendations.

The City of Norwalk is a member of the Gateway Cities Council of Governments (GCCOG), which is made up of 28 cities in southeast Los Angeles County, the County of Los Angeles, and the Port of Long Beach. The GCCOG region is home to over two million people and many of the cities within the region have been identified as disadvantaged communities that are struggling to provide basic local services to their community. Cities within the GCCOG region are impacted by homelessness and recognized, that individually, each city did not have the resources to meaningfully address the homeless issue on their own.

Every January, the County of Los Angeles together with GCCOG member cities work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point-in-time count of people who are homeless in each city. According to the official count conducted in January 2015, 3,571 individuals were found to be homeless in the Gateway Cities region – 352 in Norwalk.

Recognizing the need to address homelessness, the GCCOG member agencies joined together in an ongoing coordinated effort to combine resources to respond and reduce the number of homeless in the GCCOG region. In 2008, the GCCOG partnered with People Assisting The Homeless (PATH) and the Corporation For Supportive Housing to develop the Gateway Cities Homeless Strategy. The Executive Summary of the Homeless Strategy is attached for your reference. The Homeless Strategy is more than creating shelter during significant weather events. It is an all-encompassing plan that in part:

- Addresses the factors that lead to homelessness.
- Identifies existing services and interim housing within the GCCOG region.
- Enhances government-wide collaboration to leverage limited local funds to secure other forms of funding including homeless prevention, Emergency Food and Shelter Program funds, and Section 8 Home Funds.
- Creates and implements a multi-year plan to increase the stock of permanent supportive housing.

The City of Norwalk believes the GCCOG Homeless Strategy provides a long-term approach to address homelessness and meets the intent of the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Report Recommendations:

Interim Recommendation 1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response to Interim Recommendation 1.1

The interim recommendation has not yet been implemented but will be implemented in the future through a regional approach as explained further below. There is no current timeframe for implementation. The City of Norwalk understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's Homeless population. The City of Norwalk, along with other cities in Southeast LA County, has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient as it is a regional issue that requires a regional

approach. At the time of incorporation, most cities were not set up, nor funded, as health and welfare organizations. The County, on the other hand, was and serves this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address this issue, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health. Below is a summary of the efforts of the various agencies:

A. Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and LA County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B. Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections.

The 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job

training, and basic healthcare services. The Gateway's Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C. Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual city boundaries.

D. City of Norwalk

The City of Norwalk allocates annual funding to address the needs of homeless residents. Norwalk provides \$67,270 in funding to the various Social Service agencies to offer specialized services including mental health services, shelter services, medical and legal services.

Interim Recommendation 1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response to Interim Recommendation 1.2.

The recommendation has been implemented in that Red Cross shelters or other resource agency shelters provide needed supplies and equipment for all persons admitted to such shelters. In terms of shelters providing space for personal items and that they be staffed by Department of Health employees and patrolled by police, the shelters are staffed by third party non-profit organizations and not the City. Therefore that portion of the recommendation cannot be implemented by the City since the shelters are not under the control of the City. Nevertheless, as explained below, LAHSA's winter shelter system does provide support services in addition to shelter services.

The City of Norwalk understands emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Niño flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the Southeast LA County area are part of LA County Operational Areas for Emergency Management. Once, an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated.

Also, in a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelter for people who are homeless during the months of November through March. This "winter shelter" system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, clothing, and support services. Additionally, the GCCOG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms.

Interim Recommendation 1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response to Interim Recommendation 1.3.

The recommendation to modify ordinances that impede the sheltering of people in public structures and facilities has already been implemented and the City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during the El Niño event. The City, however, disagrees with the recommendation to relax restrictions in health, fire and other safety standards and therefore this portion of the recommendation will not be implemented because it is not reasonable. The City of Norwalk understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Norwalk Municipal Code was amended in 2014 to bring the City into compliance with Senate Bill 2. In fact, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. Ordinance No. 14-1657, amended the City's zoning code to permit transitional and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

In addition, under Ordinance No. 14-1652, emergency and temporary shelters are also allowed by right and conditionally in the industrial (M-1 and M-2) zones. In total, approximately 54% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

However, the City of Norwalk respectfully disagrees with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Health and Safety regulations are put in place to protect lives and we cannot endanger the lives of those seeking shelter and the many volunteers operating these facilities.

Interim Recommendation 1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response to Recommendation 1.4.

The recommendation has already been implemented. As indicated in the Response to Recommendation 1.3, the City of Norwalk already amended its Municipal Code to comply with SB 2 and the City has no ordinances or regulations that block private entities from providing temporary shelter to people without homes. Approximately 54%

of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation.

Interim Recommendation 1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response to Interim Recommendation 1.5.

The interim recommendation will not be implemented because there is no funding. The City of Norwalk understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. The City provides funding in the amount of \$12,750 annually to The Whole Child for the provision of Homeless Services which includes referrals to the Service Planning Area (SPA) 7 Family Solution Center to assist homeless families with children. Moreover, the City regularly opens Cooling Centers as part of the city's emergency response plan. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters on the City's website and at the Social Services Center.

The City regularly works with PATH Partners, Gateway Connections to help identify and address the needs of homeless individuals in the Gateway region. As part of the Gateway Cities Homeless Action Plan, PATH, along with the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and the Whittier First Day, have joined together to address chronic homelessness.

The City works directly with Our Place Housing Solutions to bring to the city mobile medical services specifically designed for chronically homeless persons. The City is an active participant in the SPA 7 Homeless Coalition, which is comprised of a network of agencies working together to identify resources available to assist homeless persons.

Furthermore, as described in the City's response to Recommendation 1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

Interim Recommendation 1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response to Recommendation 1.6.

The City incorporates herein its response to recommendation 1.5. Nevertheless, the City of Norwalk agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system's umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

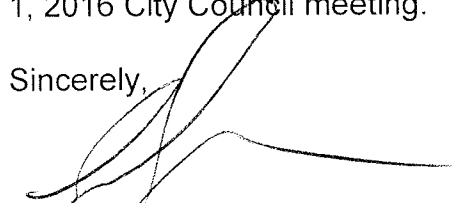
Interim Recommendation 1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response to Recommendation 1.7.

The interim recommendation has already been implemented. The City of Norwalk agrees public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City, through its partner PATH, and LAHSA have been providing outreach efforts in person to homeless residents that have been identified in encampments and hotspots. Homeless information is also available on the City's website, local newspapers and social media channels in an effort to provide information about cold weather shelters, shuttles available and other resources. In addition, the City continuously publicizes the Gateways to Housing Outreach Hotline through social media, website, press releases, public service announcements, flyers, newspaper ads, and at the Social Services Center and the Senior Center.

In conclusion, this completes the response of the City of Norwalk, which have been reviewed, commented upon, and approved by the Mayor and City Council at the March 1, 2016 City Council meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Egan", is written over the word "Sincerely," and extends across the line for the name.

Michael J. Egan
City Manager



CITY OF CUDAHY CALIFORNIA

Incorporated November 10, 1960

P.O. Box 1007
5220 Santa Ana Street
Cudahy, California 90201-6024
(323) 773-5143
Fax: (323) 771-2072

April 28, 2016

RECEIVED

MAY 05 2016

OFFICE OF
PRESIDING JUDGE

Los Angeles Superior Court
Attn: Presiding Judge of the Los Angeles County Superior Court
111 N. Hill Street
Los Angeles, CA 90012

Subject: Response to Los Angeles County Civil Grand Jury Report on Inadequate El Nino Planning for County Homeless Populations

1. How significant, using numbers, is the homeless problem in your City?

Every January, the County of Los Angeles, via the Los Angeles Homeless Service Authority (LAHSA), performs a point-in-time count of people who are homeless. In the past, these counts have been conducted every two years in January. These numbers are categorized by demographics, SPAs (Service Planning Areas), and by City in the 2015 count. According to this official count conducted January 2015, the City of Cudahy found zero homeless individuals who reside in the City. (See attached chart with City data.)

This year will mark the first time a count has been conducted each year, and the first time that the Cudahy staff and volunteers participated in the count. On January 15, 2016, approximately 15 community volunteers joined efforts with the LAHSA, canvassing the entire City, coinciding with adjacent cities counts. Results of this count are expected to be released by the LAHSA by May 2016. However initial results provided by Cudahy volunteers total less than 5 individuals counted.

2. Has the number of homeless people in your City increased or decreased during the last 5 years? Is there a consistency in the homeless population in your City, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

The number of people homeless per City has only been tabulated in the 2015 count. We don't have actual data for previous years. However, our City is part of the Gateway Cities Council of Governments (COG). The COG has a regional homelessness outreach and services initiative that is implemented by local homeless service agencies. The intrinsic (and subjective) assessment of homeless numbers and trends for our region is documented by the COG Homeless Team.

In 2013, 2,429 individuals were found to be homeless in the Gateway Cities region as compared to 3,571 counted in January 2015. This increase can largely be attributed to better homeless count methodology, specifically the involvement and leadership of the COG Homeless Team in facilitating the count and improved census tract coverage. However, some of this increase is a reflection of the overall increase in homelessness in Los Angeles county; homelessness increased by 12% in Los Angeles County from 2013-2015, and the visibility of encampments and homelessness also increased. This increase can be attributed to an extremely low rental vacancy rate in LA County, increasing rental costs and cost of living, lack of affordable housing, and unemployment and under employment. In the Gateway Cities region, there has also been a significant increase in the number of individuals experiencing homelessness who have substance abuse and/or mental health conditions, and the number of homeless families has also increased.

3. Does the City have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?

During the months of November through March, the County, via LAHSA, opened up emergency shelter and services for people who are homeless. This "winter shelter" system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, showers, clothing, and limited support services. Our region primarily relies on Bell Shelter, the designated Cold Weather Shelter in Service Area 7.

Additionally, the COG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to link individuals experiencing homelessness in the riverbeds and flood channels to transitional and permanent housing and services in advance of the predicted storms. Weekly collaborative outreach began in early October and is ongoing.

Our City is linked to this system, and we continuously refer people who are homeless in our City to these emergency shelters. In addition to extreme temperature events, on an ongoing basis, the City of Cudahy's Public Safety Department in collaboration with the Los Angeles Sheriff's Department routinely inspects the LA River Basin, under bridges, and public parks. When and if homeless individuals are found, referrals are made to the appropriate agencies (i.e., LAHSA, Red Cross, City of Bell Homeless Shelter, mental health services, etc.).

Lastly, upon discovery where individuals may be illegally residing in converted garages, sheds, or lean-to structures, city staff regularly coordinates with our two local motels to provide temporary housing at no charge for up to three days for impacted individuals. During this time, our LA County Sheriff's deputies, and City staff coordinate external resources to assist in finding stable and affordable housing options such as City of Bell homeless shelter.

4. Does the City currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the City provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?

See answer to #3.

5. After the need for short-term shelters has passed, does the City provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?

Our City is part of the Gateway Cities Council of Governments (COG). The COG has a regional homelessness outreach and services initiative that is implemented by local homeless service agencies. This program provides direct services to our City that includes the following: street outreach, case management, referrals to transitional housing, and access to permanent housing via vouchers and rapid re-housing assistance.

Gateway Cities COG Homeless Team works to link clients in Bell Shelter and other bridge housing, as well as those experiencing homelessness on the streets, to permanent housing. The COG Homeless Outreach team assists clients in getting necessary documentation to obtain housing, and enters clients' information into the countywide

Coordinated Entry System. Through the Coordinated Entry System, clients are matched to appropriate permanent housing resources based on their acuity and preferences.

6. Is there anything else you'd like to tell us to better understand your City's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

Although we have a zero homeless population in our City during the most recent count, our City staff and LA County Sheriff's deputies make a concerted effort to direct homeless individuals to the appropriate service providers as they're observed.

Sincerely,

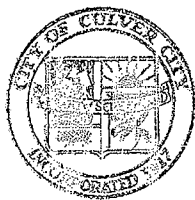
A handwritten signature in black ink, appearing to read 'Jose E. Pulido', with a long horizontal flourish extending to the right.

Jose E. Pulido
City Manager

Attachment: City Homeless Count Data for Question #1

Homeless Count January 2015

Artesia	41	32	9
Avalon	0	0	0
Bell Gardens	48	0	48
Bellflower	375	60	315
Cerritos	11	0	11
Commerce	52	0	52
Compton	501	198	308
Cudahy	0	0	0
Downey	180	15	165
Hawaiian Gardens	0	0	0
Huntington Park	222	0	222
La Mirada	28	0	28
Lakewood	116	0	116
Long Beach	2,345	unknown	2345
Lynwood	234	0	234
Maywood	32	0	32
Montebello		0	0
Norwalk	352	117	235
Paramount	134	0	134
Pico Rivera	131	0	131
Santa Fe Springs	333	330	3
Signal Hill	12	0	12
South Gate	212	0	212
Vernon	20	0	20
Whittier	367	154	213



CITY MANAGER'S OFFICE

CITY OF CULVER CITY

9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

(310) 253-6000

FAX (310) 253-6010

MARTIN R. COLE
Assistant City Manager
City Clerk

VIA USPS
Certified/Return Receipt Requested

March 16, 2016

The Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

RE: Transmittal of Responses
Interim Report by the 2015-2016 Los Angeles County Civil Grand Jury (El Niño Planning)

Dear Presiding Judge Kuhl:

Pursuant to Penal Code Sections 933(c) and 933.05, the City of Culver City respectfully provides this timely response to each of the recommendations made by the 2015-2016 Los Angeles County Civil Grand Jury in the above referenced Interim Report:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response: The Recommendation has been implemented to the extent such recommendation applies to the City. The City of Culver City has developed a "Strategy to Assist the Homeless during the 2016 El Niño Season" (Strategy). A copy of the Strategy is attached.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response: The Recommendation has been implemented to the extent such recommendation applies to the City. The City of Culver City has developed a "Strategy to Assist the Homeless during the 2016 El Niño Season" (Strategy). A copy of the Strategy is attached.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Culver City Employees take pride in effectively providing the highest levels of service to enrich the quality of life for the community by building on our tradition of more than seventy-five years of public service, by our present commitment, and by our dedication to meet the challenges of the future.

CITY OF CULVER CITY

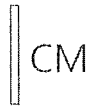
Strategy to Assist the Homeless during the 2016 El Nino Event

The following Strategy will be used to address the needs of homeless persons during the anticipated 2016 El Nino event. This Strategy was developed in collaboration with the City's Committee on Homelessness.

- To proactively address the safety of homeless persons in the Culver City community and to prevent harm and loss of life, the City's Housing Division of the Community Development Department, in cooperation with the Culver City Police Department (CCPD) Saint Joseph's Center (SJC) Homeless Outreach Team, and the CCPD's on staff Clinical Mental Health Consultant, has identified homeless individuals, including those considered chronic service resistant homeless persons in the community. The City continues its coordinated efforts to reach out to and help connect homeless persons with shelter and services, especially in anticipation of the storms predicted as a result of the 2016 El Nino event.
- The City has posted signage throughout the community, including at the Housing Division Office, at 10808 Culver Boulevard the former National Guard Armory and Cold Weather Shelter), all City parks, the City's Veterans Memorial Building, all Culver City Fire Stations, the CCPD and the Culver City Senior Citizen Center informing persons seeking shelter of the available Safe Haven/Emergency Cold Weather Shelters on the Westside of Los Angeles County.
- The City has posted weather protected signage throughout the areas of Ballona Creek (a major storm channel which carries urban runoff from the City of Los Angeles and other communities to the Pacific Ocean) located within Culver City informing homeless persons residing in the Creek of the dangers of remaining in the Creek and nearby storm drains, bridges, and underpasses. Such signage will also provide information on locations where homeless persons can seek services and shelter.
- In addition to posting signage, the City's Housing Division will continue to work with the SJC Homeless Outreach Team and the CCPD to conduct person-to-person outreach to homeless persons residing in Ballona Creek and inform them of the dangers of staying in the Creek and nearby storm drains, encourage them to seek shelter elsewhere, and connect homeless persons to services and shelter.
- To ensure homeless persons are not subject to the unique dangers and potentially life-threatening environment of a storm water channel during heavy storms, the City's Housing and Code Enforcement Divisions, in cooperation with the City Attorney's Office and CCPD, will continue to work to remove all homeless encampments from Ballona Creek and continue to inspect Ballona Creek for new encampments throughout the 2016 El Nino event.
- The City Council has appropriated \$245,441 in Fiscal Year 2015/2016 for homeless outreach, supportive services, and emergency hotel vouchers through contracts with SJC and Upward Bound House (UBH). Both SJC and UBH provide services and other assistance throughout the fiscal year to all homeless persons. Such services and assistance include: (1) emergency motel vouchers (to provide emergency shelter), (2) Metro Tap Cards (to provide transportation to such

Reply all | Delete Junk |

Culver City's Responses to Interim Recommendations - CGJ Report on Homeless and El Nino



Cole, Martin <martin.cole@culvercity.org>

Reply all |

To: ☐ Civil Grand Jury; Cc: ☐ Natalie Rascon; ☐ Cora Artizada;

Wed 3/16/2016 11:40 AM

16-03-16__The Hon Jud...
144 KB

Download Save to OneDrive - Los Angeles Superior Court

Gentlepersons:

Culver City respectfully provides the attached letter including timely responses to the Interim Recommendations contained in the referenced CGJ Interim Report. The original letter has been placed in the USPS.

Should you have any further questions, please feel free to contact me.

Thank you.

Martin R. Cole

Martin R. Cole, MPA
Assistant City Manager/City Clerk
City of Culver City
Post Office Box 507
9770 Culver Boulevard
Culver City, California 90232-0507
(310) 253-6000

City of Diamond Bar

Responses to Los Angeles Civil Grand Jury Recommendations on Homelessness & El Nino

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to CGJ from the expected torrential rains.

The City of Diamond Bar supports efforts of the Los Angeles Homeless Services Authority (LAHSA), Los Angeles Continuum of Care, County of Los Angeles and incorporated cities to identify potential emergency shelters throughout the county.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Diamond Bar supports efforts of the Los Angeles Homeless Services Authority (LAHSA), Los Angeles Continuum of Care, County of Los Angeles and incorporated cities to determine what supplies and equipment may be required at temporary facilities housing the County's homeless during the El Nino event. The City will work collaboratively with LAHSA and County Departments to provide a logistics role in supporting shelter operations, as well as coordination of public safety services at shelter locations through the County of Los Angeles Sheriff's Department, which is the City of Diamond Bar's contract law enforcement agency.

IR1.3. The County and each of its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Diamond Bar supports efforts to provide shelter to the County's homeless; however, cities must be able to protect the health and safety of the unique communities they serve through local legislative and enforcement authority.

IR1.4. The County and each of its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reasons similarly block private entities from providing shelter to people without homes.

The City of Diamond Bar supports efforts to provide shelter to the County's homeless, understanding that modifications to city ordinances and regulations should not violate, conflict, or exceed the statutory authority of existing state law regarding emergency shelters.

IR1.5. The County and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom

there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

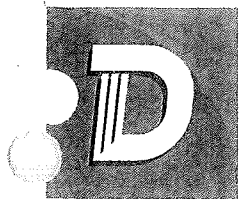
The City of Diamond Bar believes public investment in private non-profits that specialize in homeless services is the most effective way to purchase and distribute equipment that ensures people remain dry and avoid hypothermia.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Diamond Bar supports a public-private partnership approach to the distribution of such supplies.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Diamond Bar supports a County-wide public information campaign to ensure the County's homeless population is aware of shelters and other services available through the Los Angeles Homeless Services Authority (LAHSA), Los Angeles County, and affiliated organizations.



City of Downey

RECEIVED

FEB 29 2016

OFFICE OF
PRESIDING JUDGE

CITY COUNCIL

MAYOR
ALEX SAAB

MAYOR PRO TEM
FERNANDO VASQUEZ

COUNCIL MEMBERS
ROGER C. BROSSMER
SEAN ASHTON
LUIS H. MARQUEZ

CITY MANAGER
GILBERT A. LIVAS

CITY CLERK
ADRIA M. JIMENEZ, CMC

CITY ATTORNEY
YVETTE M. ABICH GARCIA

February 25, 2016

Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles Superior Court
111 North Hill Street, Room 204
Los Angeles, CA 90012

Dear Judge Kuhl:

Pursuant to California Penal 933 and 933.05 we are submitting the City of Downey's response to the recommendations made in the 2015-16 Los Angeles County Civil Grand Jury Final Report regarding Inadequate El Niño Planning for County Homeless Population.

Should you need any further information, please do not hesitate to contact me.

Respectfully Submitted,

CITY OF DOWNEY

Gilbert A. Livas
City Manager

Future Unlimited

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Downey agrees with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Downey, along with 27 other cities in Southeast Los Angeles County (Gateway Cities Region), has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population. Because of the dense population of the Gateway Cities, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment.** Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of Downey

Because of the vast need throughout the region, in 2014, the City of Downey opened its first-ever low-income housing development, a \$10 million, state-of-the-art, 50-unit affordable housing complex with on-site services including literacy, job training, counseling and other services as needed. The City provides funding to The Whole Child, a family services agency that provides emergency hotel vouchers for families who are unable to be accommodated by the Bell Shelter, the designated shelter for Special Planning Area 7 (as determined by the Los Angeles County Department of Public Health).

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Downey agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the Southeast LA County area are subdivided into Operational Areas for Emergency Management – most of us are located in "Area E" which would be the lead agency when an emergency is declared, responsible for the implementation of already-adopted coordinated regional emergency operations plans which include Red Cross and other nonprofit organizational shelters and aid efforts.

Since November 2015, the City has continued to provide outreach to homeless hotspots, the City Library and the city's community center to alert our homeless residents about the opportunity for shuttle transportation to the County's cold weather

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

shelters. Additionally, the City coordinates with the Gateway Connections Partnership and Our Place Housing Solutions for the provision of homeless outreach services. The City takes a proactive approach to maintenance operations, including homeless outreach workers and County mental health professionals on early notification and clean-up days, ensuring that supplies and resources are provided to the homeless residents of the City. Moreover, the nonprofit organizations to which the outreach workers belong also coordinate with churches and other nonprofits to provide additional supplies. Just recently, on January 24, 2016, local nongovernmental agency LA on Cloud 9, in coordination with the Downey Lions, Downey Kiwanis, Downey High School Kiwins and Downey-based St. Pius X-St. Matthias High School Kiwins, joined nearly 200 volunteers to serve 560 meals to homeless residents and distribute hygiene kits and personal supplies, including backpacks and blankets.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Downey agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. Thus, per municipal ordinance 2013-13, Downey's zoning code permits transitional, temporary and supportive housing facilities in all of our residential zones by right – this means without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a). Additionally, emergency and temporary shelters are also allowed by right in the hospital-medical zones. In total, approximately 80% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Downey understands the challenges posed by previous local regulations that may have impeded the establishment of homeless and supportive housing in the

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

past. However, as of 2013, the City of Downey's municipal code has been amended and, as described in detail above, approximately 80% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Downey agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Heating/Cooling Centers in its Barbara J. Riley Community and Senior Center and in the Downey City Library. All City offices provide information and referrals, including shuttle schedules, for the Bell Shelter, the SPA 7 emergency shelter, located just 3 miles from Downey. The City also funds The Whole Child, a nongovernmental organization that provides emergency hotel vouchers for families, who cannot be accommodated at Bell Shelter. Furthermore, the City coordinates with and refers individuals to the Gateway Connections partnership and Our Place Housing Solutions, to ensure homeless residents are included in the regional coordinated entry system and provided with resources and referrals by the partnership, which provides caseworkers and outreach 24 hours a day, 7 days a week. Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Downey agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
February 23, 2016

system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Downey agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why City staff, along with PATH and Our Place Housing Solution outreach workers, have been distributing notices and providing in-person information to homeless residents at homeless encampments and known hotspots throughout the City, informing homeless residents of the early opening of the cold weather shelters and the free transportation available. The City has also used its website, press releases, local newspaper, city public announcement monitors and social media channels to provide information about cold weather shelters, shuttles and the Gateways to Housing outreach workers who will respond 24 hours a day, 7 days a week.



City of Duarte

Sixteen Hundred Huntington Drive, Duarte, California 91010-2592
Tel 626-357-7931 FAX 626-358-0018 www.accessduarte.com

March 22, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA. 90012

Mayor
Samuel Kang
Mayor Pro Tem
Margaret E. Finlay
Councilmembers
John Fasana
Tzeitel Paras-Caracci
Liz Reilly
City Manager
Darrell George

Subject: Response to Interim Report by the 2015/2016 Los Angeles County Civil Grand Jury – Inadequate El Niño Planning for County Homeless Population

The City of Duarte appreciates the concern of the Los Angeles County Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's homeless population. The City of Duarte acknowledges the recommendations by the Civil Grand Jury in its Interim Report and provides this letter to respond to the recommendations.

The City of Duarte is a member of the San Gabriel Valley Council of Governments (SGVCOG), which is made up of 31 cities, 3 Los Angeles County Supervisorial Districts, and 3 Municipal Water Districts located in the San Gabriel Valley. The SGVCOG serves as a regional voice for its member agencies and works to improve the quality of life for the more than 2 million residents living in the San Gabriel Valley. Cities within the SGVCOG region are impacted by homelessness and recognized, that individually, each city did not have the resources to meaningfully address the homeless issue on their own.

Every January, the County of Los Angeles together with SGVCOG member cities work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point in time count of people who are homeless in each city. According to the official count conducted on January 26, 2016, a total of 9 homeless individuals were identified by volunteers within a total of 4 census tracts within the City of Duarte. It should be noted that the City of Duarte participated in the 2015 Homeless Count and a total of 23 homeless individuals were identified.

Recognizing the need to address homelessness, SGVCOG member agencies have joined together in an ongoing coordinated effort to combine resources to respond and reduce the

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 = Brand of the original Andres Duarte Rancho

number of homeless in the SGVCOG region. In 2015, the SGVCOG partnered with Union Station Homeless Services to provide a coordinated entry system for homeless in the San Gabriel Valley. In 2014, Union Station Homeless Services partnered with the United Way and LAHSA to become the lead homeless agency in the San Gabriel Valley, coordinating the efforts of over 40 social service agencies in an effort to end chronic veteran and family homelessness in the region.

The City of Duarte believes that the partnerships created meet the long term intent to reduce homelessness in the San Gabriel Valley and satisfy the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Recommendations:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Duarte understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's homeless population. The City of Duarte has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long term. The City of Duarte recognizes that the lead agency for our area is the Los Angeles County Homeless Services Authority (LAHSA). LAHSA is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County. LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless families and individuals in Los Angeles County. As such see the attached 2015-16 Winter Shelter Program Schedule.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

In a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelters for people who are homeless during the months of November through March. This "winter shelter" system is designed specifically for people on the streets who are experiencing inclement weather, and provides shelter, food, clothing, and support services. Additionally, the Department of Mental Health and the Los Angeles County Sheriff Department, as well as the Corps of Engineers, Senator Grace Napolitano, the City of Duarte, and other service providers, have been conducting outreach in riverbed areas and flood channels in advance of predicted El Niño storms.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

In 2010, the City of Duarte Development Code was created, which identified particular zones for emergency sheltering. The following zones are permitted as emergency shelter zones: Hospital, Industrial and Public Facility Zones. Per Duarte Development Code Section 19.14.020, 19.16.020, and 19.18.020 Emergency Shelters are permitted by right, meaning that without special permits or approvals, emergency housing can be provided. This is consistent with California Government Code Section 65583(a)(4a).

Given the initiatives already undertaken to alleviate the impacts of El Niño on homeless persons in Duarte, the City has not identified any health, fire, or safety standards that it believes would provide cognizable additional benefits, or that should be relaxed, given the balance the City must strike between addressing the specific issues raised by this temporary climatic condition on the homeless, and the broader protections such fire, health, and safety standards directly provided to those seeking shelter, the volunteers who serve them, and the public at large.

IR1.4. The County of Los Angeles and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

As indicated above the City of Duarte amended its code in 2010 to identify and allow for emergency shelter.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos, to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The attached LAHSA 2015-16 Winter Shelter Program includes shelter locations and a free transportation schedule. Additionally, the City of Duarte issues ponchos to Los Angeles County Deputy Sheriff's assigned to patrol Duarte to hand out to homeless individuals in need. The City of Duarte has its own animal control agency and has the ability to house small pets for a short period of time in emergencies.

IR1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

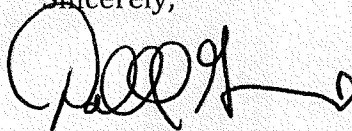
The City of Duarte agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. The City of Duarte partners with LAHSA, Union Station, Foothill Unity Center, and Foothill Family Services to assist in the needed distribution of supplies.

IR1.7 Public Service Announcement should be made throughout Los Angeles County about the location of public building shelters available to unsheltered people, including public transportation when needed.

The City of Duarte agrees public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City, through its partnership with LAHSA and Union Station and its contract with the Los Angeles County Sheriff Department, has been providing outreach efforts to homeless individuals that have been identified in encampments and hotspots. Additionally, local newspapers and media outlets provide information about shelters, handouts are provided at City buildings, shelter information is posted on the City Hall message board, and Deputy Sheriff personnel carry handouts in their patrol vehicles.

The City of Duarte appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Interim Report recommendations. If you need further assistance, please feel free to contact our Director of Public Safety Brian Villalobos at bcvillal@lasd.org or by phone at (626) 357-7938 x302.

Sincerely,

A handwritten signature in black ink, appearing to read 'Darrell George', with a stylized flourish at the end.

Darrell George
City Manager



CITY of GARDENA

ELECTED and ADMINISTRATIVE OFFICES – CITY MANAGER

1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / PHONE (310) 217-9503
WEB SITE: www.ci.gardena.ca.us

*Rec'd 4-7-16
Dico, RD*
PAUL K. TANAKA, Mayor
TERRENCE TERAUCHI, Mayor Pro Tem
TASHA CERDA, Councilmember
MARK E. HENDERSON, Councilmember
DAN MEDINA, Councilmember

MINA SEMENZA, City Clerk
J. INGRID TSUKIYAMA, City Treasurer
MITCHELL G. LANSDELL, City Manager
PETER L. WALLIN, City Attorney

March 23, 2016

PRESIDING JUDGE

Los Angeles County Supreme Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

**Subject: RESPONSE TO THE CITIES OF LOS ANGELES COUNTY EL NIÑO
PLANNING FOR THE COUNTY'S HOMELESS POPULATION
(CIVIL GRAND JURY REPORT)**

Honorable Presiding Judge:

Pursuant to California Penal Code 933(c) and 933.05, the City of Gardena is submitting our response to the recommendations made in the 2015-2016 Los Angeles County Civil Grand Jury Interim Report regarding Inadequate El Niño Planning for the County Homeless Population.

Should you need any further information, please do not hesitate to contact me.

Respectfully,

A handwritten signature in cursive script that reads 'Mitchell G. Lansdell'.

MITCHELL G. LANSDELL
City Manager

MGL:nw

Enclosure

c: Mayor Tanaka and Members of City Council
Department Heads

CITY OF GARDENA

Response to 2015-16 Civil Grand Jury Interim Report on El Niño Planning for County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Gardena is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations within the City of Gardena's six (6) square miles, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. While the City of Gardena is making an effort, we are working in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments, as well as local nonprofits and volunteer organizations to ensure resources and temporary housing is available to the Gardena homeless population.

South Bay Cities Council of Governments (COG) Homeless Strategy –

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The South Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment.** City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with PATH, to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

The City of Gardena addresses the needs of homeless residents through:

- Working with the California National Guard to make the Gardena Armory available as a cold-weather shelter
- One (1) full-time, in-house Counselor for case management and social services referrals
- Emergency outreach, counseling and referral services for available shelters and services; Distribution of canned and dry foods (limited to 3 times a year); Transportation vouchers; and emergency shelter vouchers in extreme cases.
- Gardena / Hawthorne Mental Evaluation Team (GHMET)

The Gardena Police Department has a team dedicated to handling the mental health and psychiatric needs of the citizens of Gardena. The team is a collaboration between the Department of Mental Health and the cities of Gardena and Hawthorne. The team is comprised of one dedicated Police Officer from each city and a Clinician from the Department of Mental Health. GHMET provides immediate field response to situations involving the mentally ill and violent or high-risk individuals. The GHMET coordinated approach specializes in a wide range of psychiatric and case management services. The components of these services include outreach, assessment and treatment, crisis intervention, consultation, referral and follow-up, psychiatry consultation and medication stabilization, and evaluation of children and adults for civil commitment to acute inpatient psychiatric care.

GHMET runs on an annual budget of approximately \$285,000. The budget is comprised of the salaries from each of the three team members as well as operating costs associated with the daily operations of the team.

The City of Gardena is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations within the City of Gardena, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. While the City of Gardena is making an effort, we are working in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments, as well as with local nonprofits and volunteer organizations to ensure resources and temporary housing is available to the Gardena homeless population.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide

space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Gardena agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. *The City's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.*

The City of Gardena provides outreach to homeless residents and local homeless gathering places through

- Gardena Mayme Dear Memorial Library
- Ken Nakaoka Community Center
- Social Services staff
- City's Emergency Plan provides for utilization of City facilities, i.e. Rowley Park Gymnasium and Rush Memorial Gymnasium
- City Staff participated in recent Countywide Homeless Count
- Referrals from the public (Gardena bi-annual brochure of services encourages residents to contact the Gardena Human Services Division for assistance in many human services needs)
- The City of Gardena has reached out to many non-governmental organizations, private businesses, charitable organizations, and other representatives of the whole community to identify both American Red Cross certified Mass Care Shelters and local community shelters operated by local charities, service organizations, or faith communities. This list has been incorporated into the City Emergency Operations Plan:

List of Churches				
No.	Name of Facility	Address	Address	Contact Phone Number
1	First Presbyterian Church of Gardena	1957 West Redondo Beach Boulevard	Gardena, CA 90247	(310) 329-6381
2	First Southern Baptist Church of Gardena	1025 Marine Avenue	Gardena, CA 90247	(310) 323-4972
3	Gardena Buddhist Church	1517 West 166th Street	Gardena, CA 90247	(310) 327-9400
4	Gardena Valley Assembly of God	1473 West 182nd Street	Gardena, CA 90248	(310) 329-6933
5	Gardena Valley Baptist Church	1630 West 158th Street	Gardena, CA 90247	(310) 323-5683
6	Maria Regina Catholic Church	2150 West 135th Street	Gardena, CA 90249	(310) 323-0030
7	New Hope Fellowship	16390 South Normandie Avenue	Gardena, CA 90247	(310) 532-6454
8	Pentecostal Missionary Church of Christ	1019 West 182nd Street	Gardena, CA 90248	(310) 327-1300
9	St. Anthony of Padua Catholic Church	1050 West 163rd Street	Gardena, CA 90247	(310) 327-5830

List of Service Groups				
No.	Name of Facility	Address	Address	Contact Phone Number
1	Elks Lodge No. 1919	1735 West 162nd Street	Gardena, CA 90247	(310) 327-1919
2	Gardena-Carson Family YMCA	1000 West Artesia Boulevard	Gardena, CA 90248	(310) 523-3470
3	Moose Lodge No. 2062	15511 South Vermont Avenue	Gardena, CA 90247	(310) 532-4030
4	South Bay Korean American Senior Citizens Association	10427 West 164th Street	Gardena, CA 90247	(310) 532-0955
5	Veterans of Foreign Wars Post 3261	1822 West 162nd Street	Gardena, CA 90247	(310) 324-6060

CITY OF GARDENA
Response to 2015-2016 Civil Grand Jury Interim Report
on El Niño Planning for County Homeless Population

List of Schools				
No.	Name of Facility	Address	Address	Contact Phone Number
1	153rd Street Elementary School	1605 West 153rd Street	Gardena, CA 90247	(310) 323-1029
2	156th Street Elementary School	2100 West 156th Street	Gardena, CA 90249	(310) 324-6639
3	Amestoy Elementary School	1048 West 149th Street	Gardena, CA 90247	(310) 327-5592
4	Chapman Elementary School	1947 Marine Avenue	Gardena, CA 90249	(310) 324-2275
5	Denker Avenue Elementary School	1620 West 162nd Street	Gardena, CA 90247	(310) 327-9420
6	Peary Middle School	1415 West Gardena Boulevard	Gardena, CA 90247	(310) 225-4200
7	Purche Avenue Elementary School	13210 Purche Avenue	Gardena, CA 90249	(310) 323-3184

List of City Facilities				
No.	Name of Facility	Address	Address	Contact Phone Number
1	Nakaoka Community Center	1670 West 162nd Street	Gardena, CA 90247	(310) 217-9537
2	Rowley Memorial Park and Gymnasium	13220 South Van Ness Avenue	Gardena, CA 90249	(310) 217-9562
3	Rush Memorial Gymnasium	1651 West 162nd Street	Gardena, CA 90247	(310) 217-9598

List of City Parks				
No.	Name of Facility	Address	Address	Contact Phone Number
1	Arthur Lee Johnson Memorial Park	1200 West 170th Street	Gardena, CA 90247	(310) 217-9563
2	George H. Freeman Park	2100 West 154th Place	Gardena, CA 90249	(310) 217-9558
3	Mas Fukai Park	15800 South Brighton Avenue	Gardena, CA 90247	(310) 217-9561
4	Thornburg Park	2320 West 149th Street	Gardena, CA 90249	(310) 217-9560
5	Vincent Bell Memorial Park	14708 South Halldale Avenue	Gardena, CA 90247	(310) 217-9557

List of Hospitals and Convalescent Homes				
No.	Name of Facility	Address	Address	Contact Phone Number
1	Clear View Sanitarium, Inc.	15823 South Western Avenue	Gardena, CA 90247	(310) 538-2323
2	Gardena Convalescent Center	14819 South Vermont Avenue	Gardena, CA 90247	(310) 532-9460
3	Las Flores Convalescent Hospital	14165 Purche Avenue	Gardena, CA 90249	(310) 323-4570
4	Memorial Hospital of Gardena	1145 West Redondo Beach Boulevard	Gardena, CA 90247	(310) 532-5705
5	South Bay Keiro Nursing Home	15115 South Vermont Avenue	Gardena, CA 90247	(310) 532-0701
6	Vista Hospital South Bay	1246 West 155th Street	Gardena, CA 90247	(310) 323-5330

List of Facilities Outside of Gardena City Limits				
No.	Name of Facility	Address	Address	Contact Phone Number
1	186th Street Elementary School	1581 West 186th Street	Gardena, CA 90248	(310) 324-1153
2	El Camino College	16007 Crenshaw Boulevard	Torrance, CA 90506	(310) 532-3670
3	Gardena High School	1301 West 182nd Street	Gardena, CA 90248	(310) 354-5000
4	Gardena Valley Japanese Cultural Institute	1964 West 162nd Street	Gardena, CA 90247	(310) 324-6611
5	St. Catherine Laboure Parish	3846 Redondo Beach Boulevard	Torrance, CA 90504	(310) 515-6033

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Gardena agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term

supportive sheltering. Emergency and temporary shelters are allowed by right in all residential zones, consistent with the State of California Housing Law, CA Code 65583(s)4(a).

Additionally, emergency and temporary shelters are also allowed by right in the City's industrial zones.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Gardena agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. Approximately 67.9% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Gardena agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. The City provides funding/staff support/resources for:

- Counseling Outreach Services – the Gardena Recreation, Human Services, Parks & Facilities Department provide immediate emergency response to reports of homeless individuals and families on the streets, and/or in vehicles. Staff assess the individuals and situations that surround them and then provide a plan of care that could include immediate and/or on-going counseling, food distribution, assistance /referrals for placement in shelters, transportation vouchers/bus tokens and/or one night hotel vouchers.
- Gardena / Hawthorne Mental Evaluation Team (GHMET) resources and referrals are designed to assist the mentally ill and homeless persons at risk for incarceration or involuntarily psychiatric hospitalization. This includes: crisis intervention, mental health consultation, and follow-up for proper mental health linkage. To assist the team with their mission, GHMET utilizes resources from several non-profit and other healthcare related organizations throughout the South Bay area. Some of the organizations include:

- South Bay Mental Health Services
- Augustus F. Hawkins Mental Health Services
- West Central Mental Health Services
- Alafia Mental Health Center
- Alma Family Services- Long Beach
- Didi Hirsh Mental Health
- Long Beach Asian Pacific Mental Health Program
- Long Beach Mental Health Services Adult Clinic
- San Pedro Mental Health Clinic
- Exodus Recovery Urgent Care
- Masada Homes
- Star view Adolescent Center
- New Image Emergency Shelter
- Harbor Interfaith
- Bell Shelter
- The Salvation Army
- Catholic Charities Community Services
- Sober Living Housing

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Gardena agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the South Bay Cities COG regional approach to coordinated resources and a coordinated entry system.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Gardena agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City will

- Provide shelter and transportation information to the public, pursuant to the City's Emergency Operations Protocol.
- Utilize Nixle® and other social media to update the community.

The City of Gardena believes that the above responses adequately address the recommendation and required responses contained in the Civil Grand Jury's Interim Report for Inadequate El Niño Planning for the County's Homeless Population, as required by California Penal Code Sections 933(c) and 933.05.

April 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor -Room 11-506
Los Angeles, CA 90012

Subject: City of Glendale response regarding 2015-2016 Civil Grand Jury report
Shelters for Extreme Weather Events and/or Heavy Rain Events

Honorable Judge:

The City of Glendale is in receipt of the Interim Report (IR) by the 2015-2016 Los Angeles County Civil Jury. During the 2015-16 wet/cold weather season, the City of Glendale took leadership to identify a site and a non-profit organization to run a Winter Shelter Program.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Glendale identified a property located at 1219 Los Angeles Street, Glendale CA 91204. This property is a privately owned commercial property that was used for a 120 bed Winter Shelter Program.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Glendale facilitated the permitting process and paid for the cost of making modifications to the building, totaling \$45,000 to accommodate the shelter use for up to 120 residents. The City of Glendale coordinated with the Fire, Building and Safety, and Health Departments to ensure that minimum standards were met.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

To accommodate the opening of the Glendale Winter Shelter Program in a timely manner, the City of Glendale issued a temporary occupancy permit and expedited the inspection and permit processing.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

During the season when maximum occupancy was reached, the City of Glendale provided bus passes, transportation tokens and or outreach vans to transport participants to the next nearest shelter.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Glendale partnered with the City of Burbank and Ascencia to operate the Winter Shelter Program. Ascencia operates a year around 40- bed, 60 -90 day emergency shelter for the general homeless population. In addition, the City of Glendale partners with the Glendale YWCA to operate a 10 bed year around shelter for persons fleeing domestic violence.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Glendale through outreach efforts and the Community Services and Parks department and Ascencia made direct public announcements for the Winter Shelter Program, including but not limited to: the Community Impact Bureau of Glendale Police Department, local hospitals, the City's community centers and libraries, Glendale Fire Department/Emergency Response team and other community organizations providing social services.

Please provide the name, phone number and email contact of person with primary responsibility for dealing with the homeless people in your city and the following questions.

1. How significant, using numbers, is the homeless problem in your city?

The City of Glendale conducts an annual homeless count. On January 28, 2015, a total of 208 unduplicated homeless persons were enumerated in the City of Glendale (vs. 318 in 2013). Of the 208, 122 persons were unsheltered and 86 were sheltered. The City has a robust continuum of care system and works closely and quickly to address needs of homeless persons. However, the City of Glendale would benefit from additional funding for housing vouchers through county funding such as DMH and DHS.

2. Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

The City of Glendale's homeless population is slightly decreased from 2013 to 2015. Some significant changes in 2015, include a 38% decrease with the over 25 population compared to 2013. The decrease in persons over age 25 experiencing homelessness is mainly due to not hosting a Winter Shelter Program in the City of Glendale in 2014-15. Winter shelter programs typically serve single, unaccompanied adults over 25 years old. Another factor is the reallocation of 18 transitional housing units to permanent supportive housing; and HUD does not count persons in permanent housing as homeless.

In 2015, the City of Glendale point in time count revealed 69 chronically homeless persons in Glendale, compared to 108 in 2013. Again, the main factor contributing to less chronically homeless in Glendale was not hosting a winter shelter program in the City of Glendale in 2014-15. Anytime a community hosts a regional winter shelter, the number of homeless person's increases in the community, impacting the unsheltered and sheltered homeless count. Ascencia is Glendale's CES lead utilizing the Vulnerability, Index and Services Prioritization, Decision, Assistance Tool (VI-SPAT) tool for all homeless persons entering Glendale programs. Ascencia conducts the initial CES Intake and continues to match clients with available housing units.

- 3. Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?**

The City of Glendale has a comprehensive Emergency Preparedness Plan. The Community Services and Parks Department is responsible for Emergency Shelter Operations, including for the homeless. Please see attached copy of the Plan.

- 4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?**

The City of Glendale has two year around shelters for the general homeless population and victims of Domestic Violence. Ascencia operates a 40 bed, 60-90 day emergency shelter, open between 4:30pm through 7:30am. The YWCA of Glendale operates a 10 bed, 45 day emergency shelter which is open 4:30pm through 7:30am. In addition, the City of Glendale typically hosts a Winter Shelter Program which typically operates from December 1st through March 31st and typically provides between 80 and 130 beds. All programs provide showers, toilets, washing facilities meals, and case management. In addition, the City is able to coordinate additional services with Ascencia for day center activities and programming.

- 5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?**

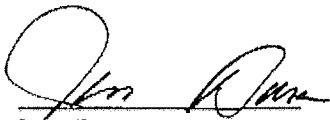
The City of Glendale being its own Continuum of Care (CoC) has many programing options for homeless persons. Utilizing the housing first approach the City of Glendale will continue to

prioritize unsheltered homeless persons for quick housing placement and administration of intensive case management and supportive services. This approach is HUD's proven model to significantly reduce the length of time people experience homelessness and prevent future episodes, which supports Glendale CoC goals.

In addition, the Rapid Re Housing models continue to be HUD's and Glendale's top priority for addressing the needs of the newly homeless. The City of Glendale was able to permanently house twelve homeless persons participating in the 2015-16 Glendale Winter shelter Program.

Should you have any questions regarding this communication, please feel free to contact Ivet Samvelyan at 818-548-3720.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jess Duran', written over a horizontal line.

Jess Duran, Director
Community Services and Parks



CITY OF GLENDORA CITY HALL

(626) 914-8200

116 East Foothill Blvd., Glendora, California 91741
www.ci.glendora.ca.us

April 20, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Honorable Presiding Judge:

It appears that the City of Glendora's previous response to the Los Angeles County's Grand Jury's interim report entitled "Inadequate El Nino Planning for County Homeless Population" is not as responsive as some members would prefer. The City of Glendora takes its obligations seriously to plan for emergency services and the impacts that any natural disaster may create on any segment of our community—especially those with the least resources to respond appropriately.

Our response was crafted to first set the stage of what the homeless population census is and what programs we have undertaken in totality—not to a single forecasted event such as an El Nino. This population faces events such as extreme cold and heat situations that will occur each and every year. As we have now documented for the region, the El Nino did not occur and in fact our rainfall in Los Angeles was little over half of what the average should be. So one could argue that the entire report premise was speculative at best and thus the questions being asked for responses are in themselves short-sighted and misplaced.

We are proud of the efforts we have taken as a city, but more importantly with the various non-profits that are on the front lines with delivery of every day services that this segment is in need of. We urge the Panel to read about those accomplishments and appreciate the efforts that a small community like Glendora strives to implement every day of the year.

In particular response to the interim recommendations:

IR1.1 – The recommendation has been implemented. The City of Glendora has identified buildings to house any displaced person, which includes homeless persons, for the identified population of our community in the event of an El Nino or any other occurrence requiring such need.

IR1.2 – The recommendation has been implemented. The City of Glendora has previously determined and reviews the needs of what supplies and equipment it would take to outfit those buildings to handle servicing our identified population from within Glendora that may be housed, including the homeless population.

IR1.3 – The respondent disagrees wholly or partially with the finding. Since CGJ has not provided any specificity as to this recommendation nor the genesis that has produced such a recommendation, the request that the City of Glendora modify existing building, fire, energy, zoning or any other regulation or ordinance that has been developed for the protection of the general welfare and health of its occupants is sorely misplaced; it potentially places the very individuals CGJ wishes to serve in danger and may not be legally possible under either State or Federal law. Such regulations and ordinances have been developed by professionals in their field based on best management practices and painful experiences that others have experienced when such requirements were not in place. For example, the limit on the number of persons in a building at any one time is in place based on professional experience of our public safety personnel to move people in a timely and orderly fashion should there be a need to, such as in the case of a fire or earthquake scenario.

Another example would be ADA regulations under both State and Federal law requiring certain conditions be met or in place. Failure to provide such regulations and ordinances would put the very population the CGJ wants to assist in harm's way, and places both the private and public operator in a legal quagmire.

IR1.4 – The respondent disagrees wholly or partially with the finding. Since CGJ has not provided any specificity as to this recommendation or to the genesis that produced such a recommendation, the request that the City of Glendora take steps to waive any regulation or ordinance that governs the sheltering of persons, whether in a private or public building, in accordance with County, State and Federal laws and regulations that were enacted to provide for the welfare and health protection of the public is neither reasonable and/or legally possible. To modify or waive those requirements, mandates, or best management practices, potentially puts the very individuals sought to shelter in harm's way unnecessarily.

IR1.5 – The recommendation has been implemented. The City of Glendora has for some time made available equipment and supplies such as those described like ponchos, foot wear, etc., to those in need. And for those individuals with pets we have facilities that can accommodate pets on a short term basis while their owners remain warm and dry in the facilities identified in IR1.1.

IR1.6 – The recommendation has been implemented. The City of Glendora has and continues to partner with non-governmental entities in servicing the needs of our homeless population, regardless of an El Nino event occurring. We have strong ties to East San Gabriel Valley Coalition; Shepherds Pantry, Glendora Ministerial Association and others that are engaged in some manner with providing services to this population.

IR1.7 – The recommendation has been implemented. The City of Glendora has used extensive use of various venues to communicate such announcements through traditional media formats, social media, social service providers and by way of the population members themselves.

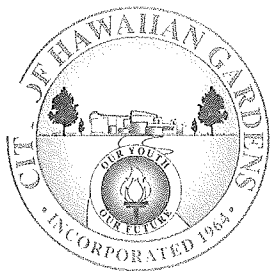
In closing, we hope that CGJ will take the opportunity to better understand the City of Glendora's extensive and holistic approach and responses to both the initial survey (which we were excluded from), and the interim recommendations. While we commend the effort to be prepared to serve this population under any situation, the real solution is for a more comprehensive response by the State and Federal authorities to provide more permanent housing and social services to support the needs of these individuals.

Sincerely,

CITY OF GLENDORA

A handwritten signature in black ink, appearing to read 'Ch. JH', is written over the printed name and title.

Chris Jeffers
City Manager



"Our Youth - Our Future"

CITY OF HAWAIIAN GARDENS

March 9, 2016

Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: **City of Hawaiian Garden's Response to the 2015 Interim Grand Jury Report,
"Inadequate El Niño Planning for County Homeless Population."**

Dear Judge Kuhl:

The City of Hawaiian Gardens appreciates the concern of the Los Angeles Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's Homeless population. The City of Hawaiian Gardens along with other cities in Southeast Los Angeles County has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term.

The City of Hawaiian Gardens is required to respond to various recommendations in the 2015 Los Angeles County Grand Jury Interim Report entitled, " Inadequate El Niño Planning for County Homeless Population." After studying the report's findings and recommendations, I am submitting the following responses on behalf of the City of Hawaiian Gardens ("City").

1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Response: The City agrees with the recommendation.

Action: The recommendation will not be implemented because it is not warranted.

The City of Hawaiian Gardens is a small built-out community, only 0.9 square miles, with a minimal number of known homeless people. The minimal number of homeless people does not warrant the location of buildings to temporarily house them. Additionally, because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to

circulate through several cities within the region, and the limited resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. Thus, the City is aware of city efforts in our region, but they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout Los Angeles City and County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities of Southeast Los Angeles, the 28 cities in the Gateway Region have invested above and beyond that LAHSA's County-wide, federally-funded approach – the Gateway Cities Council of Governments (COG) Homeless Strategy, a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the COG and Los Angeles County Supervisors to coordinating with funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job

training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within in the Gateway Cities. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 special planning areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual.

2. *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

Response: The City agrees with the recommendation.

Action: This recommendation will not be implemented because it is not warranted.

See response to Recommendation No. 1.

3. *The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

Response: The City agrees with the recommendation.

Action: This recommendation has been implemented.

The City has adopted and implements the County Codes for building and construction and its General Plan and Zoning Code provides for the zoning and location of temporary emergency shelters.

4. *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

Response: The City agrees with the recommendation.

Action: The recommendation has been implemented.

See response to Recommendation No 3.

5. *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

Response: The City agrees with the recommendation.

Action: The recommendation will not be implemented because it is not warranted.

See response to Recommendation No. 1.

6. *The County and its 88 cities should make plans or they should partner with nongovernmental entities to distribute these supplies.*

Response: The City agrees with the recommendation.

Action: The recommendation will not be implemented because it is not warranted.

Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
March 9, 2016
Page 5

See response to Recommendation No. 1 and 5.

7. *Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

Response: The City agrees with the recommendation.

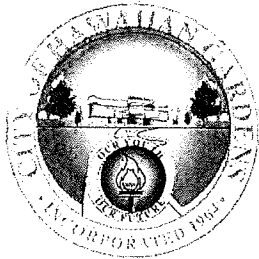
Action: The recommendation will be implemented.

The City of Hawaiian Gardens appreciates the opportunity to respond to the Grand Jury's report and should there be any questions relating to the City's response, please contact City Manager Ernesto Marquez at (562) 420-2641, Ext. 201.

Sincerely,

A handwritten signature in black ink, appearing to read "Barry Bruce", written over a horizontal line.

Barry Bruce
Mayor



**CITY OF HAWAIIAN GARDENS
CITY COUNCIL
STAFF REPORT**

Agenda Item No.: D-2

Meeting Date: 3/8/2016

City Manager: [Signature]

CITY OF HAWAIIAN GARDENS

ACTION:

- ☒ Approved
☐ Denied
☐ Amended
☐ Receive & File
☐ Other

Changes

VOTE: 5-0

DATE: 3/8/2016

TO: Honorable Mayor and Members of the City Council

FROM: Ernesto Marquez, City Manager

DATE: March 8, 2016

SUBJECT: DISCUSS AND CONSIDER THE CITY'S RESPONSE TO THE 2015 CIVIL GRAND JURY INTERIM REPORT REGARDING INADEQUATE EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION.

SUMMARY

Pursuant to California law, the City Council is requested to authorize the submittal to the Presiding Judge of the Los Angeles County Superior Court a response to the December 29, 2015 Civil Grand Jury Interim Report entitled, "Inadequate El Niño Planning for County Homeless Population."

BACKGROUND/DISCUSSION

LEGAL REQUIREMENTS - RESPONDING TO GRAND JURY REPORTS.

California Penal Code Section 925a authorizes the civil grand jury to "examine the books and records of any incorporated city". Included within the investigatory powers of a grand jury is the authority to "investigate and report upon the operations, accounts, and records of the officers, department functions, and the method or system of performing the duties of any such city... and make such recommendations as it may deem proper and fit."

California Penal Code Section 933(c) provides that within 90 days after a grand jury submits a final report on the operations of any public agency subject to its reviewing authority, "the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body."

1. Responding to Grand Jury Findings:

Penal Code Section 933.05(a) provides that as to each grand jury finding, the responding entity shall indicate one of the following:

"(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor."

Notwithstanding the foregoing requirements of Penal Code Section 933.05, the Grand Jury in this instance does not require the City to respond to the findings of its report. The Grand Jury is only requiring the City to respond to its recommendations. In addition, the responses provided by the responding cities were not provided nor summarized in the Grand Jury report. Because the Grand Jury derived its findings from the information it collected from the select cities, the City would not be able respond to the Grand Jury's findings in any case.

2. Responding to Grand Jury Recommendations:

California Penal Code Section 933.05(b) provides that as to each grand jury recommendation, the responding entity shall report one of the following actions:

"(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor."

THE GRAND JURY FINDINGS AND RECOMMENDATIONS

The 2015 Civil Grand Jury reviewed information from 16 cities in the County, all of which have 100,000 in population or more, regarding the preparations these cities have made to provide shelter to the County's homeless population during severe winter storms. The Grand Jury interim report is attached. The Grand Jury report makes the following findings and recommendations.

GRAND JURY FINDINGS

1. There are more than 44,000 homeless people in Los Angeles County.
2. There is a severe lack of shelter beds and/or emergency beds available in Los Angeles County.

3. There is very little substantive planning, at least as reported to the Grand Jury, that has the purpose of keeping large numbers of people dry during severe rainstorms.
4. There are coordinated sweeps of river banks and dry washes, and presumably, other areas known to present risk of flooding.
5. There is little or no effort to suspend ordinances and regulations to provide additional shelter by government or private entities.
6. Some private entities would provide emergency shelter if permitted to do so.

GRAND JURY RECOMMENDATIONS

- IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.
- IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.
- IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.
- IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.
- IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.
- IR1.6. The County and its 88 cities should make plans or they should partner with nongovernmental entities to distribute these supplies.
- IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response to 2015 Grand Jury

March 8, 2016

page 4

THE CITY'S RESPONSE TO THE GRAND JURY

The attached draft letter identifies the recommendations that the City is required to address, including the specific responses to the same. Generally, the City agrees with the recommendations of the Grand Jury but will not be implementing them except for number 7 because they have either been implemented or are not warranted due to the minimal number of homeless people in the City.

RECOMMENDATION

Authorize the Mayor to execute and forward the City's response to the 2015 Interim Grand Jury Report.

FISCAL IMPACT

There are no fiscal impacts with this action.

ATTACHMENTS

1. Draft Letter to Presiding Judge responding to the Grand Jury Interim Report.
2. Interim Report by the 2015-2016 Los Angeles County Civil Grand Jury.

CITY OF HAWTHORNE



4455 West 126th Street • Hawthorne, California 90250-4482

310-344-2401

January 23, 2017

254-42317
4017

Via Facsimile: 442-247-3890

Joanne D. Saliba, Foreperson
Douglas Benedict, Chair, Continuity Committee
County of Los Angeles, Civil Grand Jury
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Inadequate El Nino Planning for County Homeless Population

Dear Ms. Saliba/Mr. Benedict:

Arnie:

1. Each city should immediately locate buildings that could be used to shelter the homeless population from the torrential rains of El Nino. **Implemented. No further action required. The City will make the Hawthorne Memorial Center available as emergency shelter for the homeless. A few years ago, the City used the Memorial Center to provide shelter to displaced families due to a fire.**
2. Each city should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those building during the El Nino event. Shelters should also include space for personal items (shopping carts) to be controlled by Department of Health employees and patrolled by the police department. **Will implement. The City will provide supplies for basic human needs at the Memorial Center. In March, 2017, the city staff will recommend a budget amendment of \$9,000 to provide space for the personal items of the homeless at nearby storage facilities.**
3. Each city should take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times. **Implemented. No further action required because two provisions already exist in the Hawthorne Municipal Code that provide ample opportunity to react in emergency situations: 1) zoning restrictions would not apply to city facilities (17.06.010), and; b) if there is an emergency, the City will invoke 2.16.010 and declare an emergency to marshal the necessary city resources and open the memorial center (or any other city facility) on a temporary basis.**
4. Each city should take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes. **Implemented. No further action required because the establishment of emergency shelters is allowed by right in the M-1 zone of the City.**

5. Each City at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia. **Will implement. City staff will recommend a budget amendment in March, 2017 of \$9,000 to pay for tents, tarps and ponchos for those who cannot be accommodated in shelters.**
6. Each City should make plans to partner with nongovernmental entities to distribute these supplies. **Will implement by partnering with local non-profits to distribute necessary supplies to the homeless. Will accomplish this objective on or before June, 2017.**
7. Public service announcements should be made throughout L.A. County about the location of public-building shelters available to unsheltered people, including public transportation when needed. **The City will comply on or before June, 2017 by advertising on the City's digital billboard and City website.**

I have designated our City Attorney to be the contact person on the above. You can reach me him at 310-349-2960.

Sincerely,

A handwritten signature in black ink, appearing to read "Arnold Shadbeh", written over a horizontal line.

Arnold Shadbeh
Interim City Manager
City of Hawthorne



City of Hermosa Beach

Civic Center, 1315 Valley Drive, Hermosa Beach, California 90254-3885

February 9, 2016

[Handwritten signature]

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge and Grand Jury:

Pursuant to California Penal Code Sections 933(c) and 933.05, attached is the written response of the City of Hermosa Beach ("City") to the Recommendations pertaining to the City contained in the Grand Jury report entitled "Inadequate El Niño Planning for County Homeless Population" ("Report"). At its regular meeting of February 9, 2016, the City Council approved and authorized the City Manager to submit on its behalf the responses to the Recommendations as set out in the attached document.

The City appreciates the dedication of the Grand Jury and the input given in the report.

Sincerely,

[Handwritten signature of Tom Bakaly]

Tom Bakaly
City Manager

[Handwritten signature of Carolyn Petty]

Carolyn Petty
Mayor

Response to 2015-16 Grand Jury Report on
'Inadequate El Niño Planning for County Homeless Population'
(City of Hermosa Beach)

Recommendation 1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response 1 The City of Hermosa Beach is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of the South Bay region, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations in Hermosa Beach's 1.4 square mile land area, there has been an implicit understanding that planning for the needs of the region's homeless population on an individual city basis is impractical and inefficient. Thus, Hermosa Beach is working in coordination with two lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the South Bay Cities Council of Governments (SBCCOG), as well as local non-profits and volunteer organizations to address regional homeless issues and ensure that resources and temporary housing is available to Hermosa Beach's homeless population.

In addition to LAHSA's County-wide, federally-funded Winter Shelter Program (which has established temporary shelters serving the South Bay region in the cities of Long Beach and Inglewood, as well as cold weather-activated shelters in San Pedro and Compton), the SBCCOG and its member cities have gone beyond this County-wide approach and partnered with 'People Assisting the Homeless' (PATH) - a 501(c)3 non-profit organization to establish a one-year Homeless Outreach Program for the South Bay specifically. On-track to begin in mid-February, a component of this partnership will include a sub-regional coordinated entry system to connect local homeless persons with emergency and long-term housing based on acuity and housing preference. The coordinated entry system has consolidated resources available (from emergency food and medical aid, short-term sheltering and long-term housing, to financial, job-related, mental health and substance abuse assistance) through PATH's network of service providers. Specifically, housing resources include: VA Supportive Housing and services for Veterans and their families; Continuum of Care Section 8 Vouchers; Housing through the Department of Mental Health; Permanent Housing options via Department of Health Services 'Housing for Health' Program (for frequent utilizers of County health facilities); and Affordable Housing options as available. Additionally, the SBCCOG/PATH Homeless Outreach Program will include a Street Outreach Team which will operate 24 hours a day, 7 days a week within South Bay area cities to ensure that individuals are matched with the appropriate services and shelter resources.

Recommendation 2 **The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.**

Response 2 The City of Hermosa Beach agrees with the recommendation, and that emergency supplies and equipment are a continuous need in the serving of housing and shelter-related resources for our homeless populations. Though the recommendation has not yet been implemented as specifically stated, the City plans to support these efforts through its partnership with the SBCCOG/PATH Homeless Outreach Program once the coordinated-entry system launches later this month.

Additionally, the City of Hermosa Beach is cognizant that a critical component toward determining what emergency supplies and resources are most needed must be to conduct a census count of Hermosa Beach homeless persons - identifying the types of homeless (unsheltered, vehicular homeless, Veterans, etc.) and *homeless hot-spots* within the City. The *Greater Los Angeles County Homeless Count* serves to identify homeless population trends and basic needs at the City and County level. As in previous years, the City of Hermosa Beach again participated in the most recent 2016 count, with approximately 30 volunteers congregating at our City Hall and conducting a census count of homeless persons in the cities of Hermosa Beach, Manhattan Beach and El Segundo.

Also relevant to this recommendation, it should be mentioned that the City's emergency plans (which are currently being updated and include operating procedures for flooding and other catastrophic weather events) are not resident-specific. To clarify, the City's Emergency Preparedness Plan does not make the distinction between homeless or housed residents in outlining its operating procedures, and therefore ensures that as official cooling or heating center(s) are established per its guidelines, these resources will be accessible to all those in need.

Recommendation 3 **The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.**

Response 3 The City of Hermosa Beach agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. Emergency temporary

shelters are allowed by right in the City's 'General Commercial' and 'Special Plan Area 7 and 3' zoning districts. The recommendation requires further analysis as staff evaluate potential shelter locations and whether the needs of the City's homeless population can be adequately served by way of the SBCCOG/PATH coordinated entry system and currently available South Bay Area 8-serving winter shelters.

Recommendation 4 **The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.**

Response 4 The City of Hermosa Beach agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described above, emergency temporary shelters are allowed by right in the City's 'General Commercial' and 'Special Plan Area 7 and 3' zoning districts. As the City's 1.4 square miles are primarily highly-dense residential areas, the City of Hermosa Beach is committed to working with the aforementioned Homeless Service Partners, non-profit organizations and advocates to ensure that the housing needs of our homeless individuals are being met regionally and facilitated locally.

Recommendation 5 **The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.**

Response 5 The City of Hermosa Beach agrees with the recommendation and follows it, as it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in local emergency shelters. Among other resources outlined in the Hermosa Beach Homeless Strategy and Action Plan, the City has stockpiled jackets, blankets and other warm/water repellant clothing as a result of an ongoing community-wide winter clothing drive. These materials have been made available to homeless individuals at our Community Center, and the City has been working with local community volunteers and our Police Department to both identify individuals who may benefit from these items, and distribute them as necessary.

Furthermore, the City Manager's Office has also requested additional funds to be appropriated as part of the City's mid-year budget review, for the purpose of addressing high-need, urgent issues that may arise related to the homeless. The City intends to utilize a portion of these funds for transit vouchers, informational pamphlets and special circumstances as they relate to assuring that unsheltered people remain dry and warm during the El Niño season.

Lastly, our public safety officials are well-aware of LAHSA's Winter Shelter Program, as well as upcoming initiatives and services through the SBCCOG/PATH partnership, and will continue to direct homeless persons to those resources as appropriate.

Recommendation 6 **The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.**

Response 6 The City of Hermosa Beach agrees with the recommendation and follows it. As detailed in the City's responses above, Hermosa Beach agrees wholeheartedly that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our region's homeless residents. For this reason, the City has collaborated with a variety of groups in addressing all components of its Homeless Strategy and Action Plan. Key among these moving forward, of course, will be the SBCCOG/PATH regional approach to coordinated resources and a coordinated entry system. Included under the coordinated entry system umbrella will be various individual nonprofit/nongovernmental organizations working in tandem to ensure that homeless individuals are being matched with the appropriate resources (be they winter clothing, mental health services, or shelter).

Recommendation 7 **Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.**

Response 7 The City of Hermosa Beach agrees with the recommendation and follows it. Clearly, comprehensive communication efforts are essential to ensuring the effectiveness of any homeless strategy. To that end, the City is committed to spreading the word regarding available resources, including the location and availability of shelters.

In November 2015, the City hosted an El Niño Preparedness Community Meeting, where LAHSA's Winter Shelter Program was highlighted as a resource for the City's homeless. Additionally, resource pamphlets and informational cards (with shuttle pick-up locations for the region's cold-weather homeless shelters) are currently distributed in person to homeless individuals, as appropriate, by local advocates and public safety officers. Moving forward, the City will continue to publicize local homeless resources via public service announcements, flyers, the City's website, social media, Nixle, monthly newsletters and SBCCOG/PATH Homeless Outreach hotline cards – to be distributed by members of the PATH Homeless Outreach Team and local volunteers.

Rec'd MAR 21 2016



City of Hidden Hills

6165 Spring Valley Road • Hidden Hills, California 91302
(818) 888-9281 • Fax (818) 719-0083

March 15, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

SUBJECT: City of Hidden Hills Response to the 2015-16 Los Angeles County Civil
Grand Jury Interim Report on Inadequate El Niño Planning for County
Homeless Population

Honorable Presiding Judge:

On behalf of the City of Hidden Hills (City), please accept this as our official response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Niño Planning for County Homeless Population (Report). At its March 14, 2016 regular meeting, the Mayor and the City Council of the City of Hidden Hills publicly reviewed and approved this letter.

IR1.1 Response – The recommendation has been implemented. The City has a very small geographic territory (just under 2 square miles) and a small population (approximately 1850 residents). The City is gated, with private roads, and does not have a homeless population. The City owns and controls only one building – a very small 3642 sq. ft. City Hall. The City Hall Council Chambers (660 sq. ft.) could be used for very temporary sheltering for several people, but the building does not contain any facilities required for long-term sheltering (kitchen, showers, etc.). Thus, long-term sheltering would need to be coordinated with neighboring cities, Los Angeles County, and non-profit organizations.

IR1.2 Response – The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. As stated in IR1.1 Response, any long-term sheltering would need to be in partnership with neighboring agencies, Los Angeles County, and non-profit organizations. The City's City Hall building does not have the capacity to store necessary equipment for long-term sheltering.

IR1.3 Response – The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during any El Niño event.

IR1.4 Response – The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that block private entities from providing temporary shelter to people without homes.

IR1.5 Response – The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. As stated in IR1.1 Response and IR1.2 Response, the City does not own or control a facility large enough to accommodate people for long-term sheltering or for the storage of tents, tarps, etc. However, the City can assist in coordinating with surrounding agencies, Los Angeles County and non-profit agencies on shelters for people with or without pets.

IR1.6 Response – The recommendation will not be implemented because it is not warranted due to inapplicability. As stated in IR1.1 Response and IR1.2 Response, the City does not own or control a facility large enough to accommodate people for long-term sheltering or for the storage of supplies. However, the City can assist non-governmental entities if ever possible.

IR1.7 Response – The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. The City does not have the capacity to set up a public building shelter. However, the City can refer those in need to area-wide public shelters and faith-based shelters.

Thank you for providing the City of Hidden Hills with an opportunity to respond to the Report. Should you have any questions concerning the responses contained in this letter, please contact me at your convenience.

Respectfully,

A handwritten signature in cursive script that reads "Cherie L. Paglia".

Cherie L. Paglia
City Manager

CLP/dlg



Lugo
220

posted

Office of the City Manager

Via U.S. Mail

January 20, 2017

Ms. Joanne D. Saliba
Foreperson, 2016-2017 Los Angeles Civil Grand Jury
210 West Temple Street, 11th Floor Room 11-506
Los Angeles, California 90012

RE: INADEQUATE EL NINO PLANNING FOR COUNTY HOMELESS POPULATION, SECTIONS 1R1-1R.7

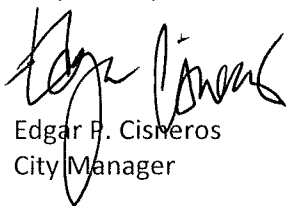
Dear Ms. Saliba,

The City of Huntington Park is in receipt of your letter and is pleased to submit the following responses to your inquiry.

- IR1.1 – 2. Los Angeles Homeless Services Authority's (LAHSA) current role.
- IR1.2 – 4. More analysis required.
- IR1.3 – 4. More analysis required.
- IR1.4 – 4. More analysis required.
- IR1.5 – 1. Implemented - Salt Lake Park Gymnasium to provide these services.
- IR1.6 – 1. Implemented - City coordinates with LAHSA.
- IR1.7 – 1. Implemented - Currently using existing City modes.

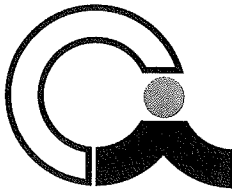
If you wish to discuss this matter further or anything Huntington Park-related, please contact me at (323) 584-6222. Thank you.

Respectfully Submitted,



Edgar P. Cisneros
City Manager

EC/sc



CITY OF INDUSTRY
Incorporated June 18, 1957

Rec 4-1-16
D/00

March 28, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: City of Industry's Response to 2015-2016 Interim Recommendations
of Civil Grand Jury

Dear Presiding Judge:

The following are the responses of the City of Industry to the recommendations of the 2015-2016 Los Angeles County Civil Grand Jury interim report titled, "Inadequate El Nino Planning for County Homeless Population" that was released on December 28, 2015.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response: Agreed. The City of Industry offered the use of two city-owned warehouses to the Los Angeles Homeless Services Authority as temporary winter shelters. A letter dated January 15, 2016 from the City of Industry to Mr. Peter Lynn of the Los Angeles Homeless Services Authority (LAHSA) is included as Attachment A, as well as Mr. Lynn's email response.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response: Agreed. City of Industry staff met with staff from the Los Angeles Homeless Services Authority in January 2016 to tour facilities and discussed materials and supplies that would be necessary to initiate an emergency winter shelter. The City of Industry agreed to equip shelters and provide security to the shelters, if needed by LAHSA.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response: Agreed.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response: Agreed.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response: Agreed. The City of Industry was not called upon to provide these services.

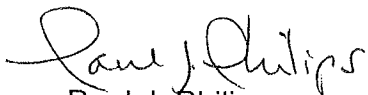
IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

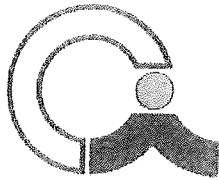
Response: Agreed. The City of Industry was not called upon to provide these services.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response: Agreed. The City of Industry was not called upon to provide these services.

Sincerely,


Paul J. Philips
City Manager
City of Industry



CITY OF INDUSTRY

Incorporated June 18, 1957

January 15, 2016

Mr. Peter Lynn
The Los Angeles Homeless Services Authority
811 Wilshire Boulevard, 6th Floor
Los Angeles, CA 90017

RE: City of Industry Donation of Two Temporary Winter Shelters for County's Homeless Population

Dear Mr. Lynn,


The City of Industry would like to offer two warehouses to the Los Angeles Homeless Services Authority (LAHSA) for additional temporary winter shelter. With media reports this month highlighting that the County's winter shelter program is near capacity, our City Council prioritized identifying facilities that could ease this critical challenge.

One warehouse is 175,000 square feet located on Turnbull Canyon Road and the second warehouse is 45,000 square feet located on Walnut Drive. The warehouses can be equipped with heat to serve as temporary winter shelter for our County's most vulnerable population.

We are concerned with the El Nino storms and the expected colder winter temperatures. The City of Industry would like to donate these facilities to LAHSA this winter and stand ready to join the County to address the challenges facing the homeless population.

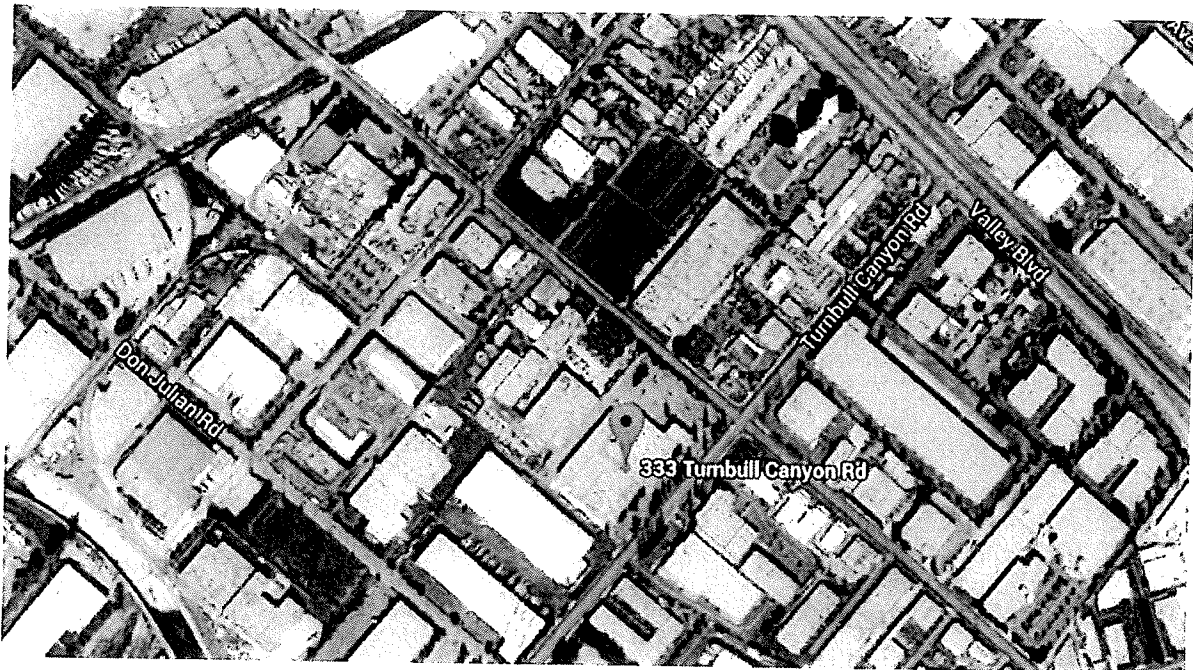
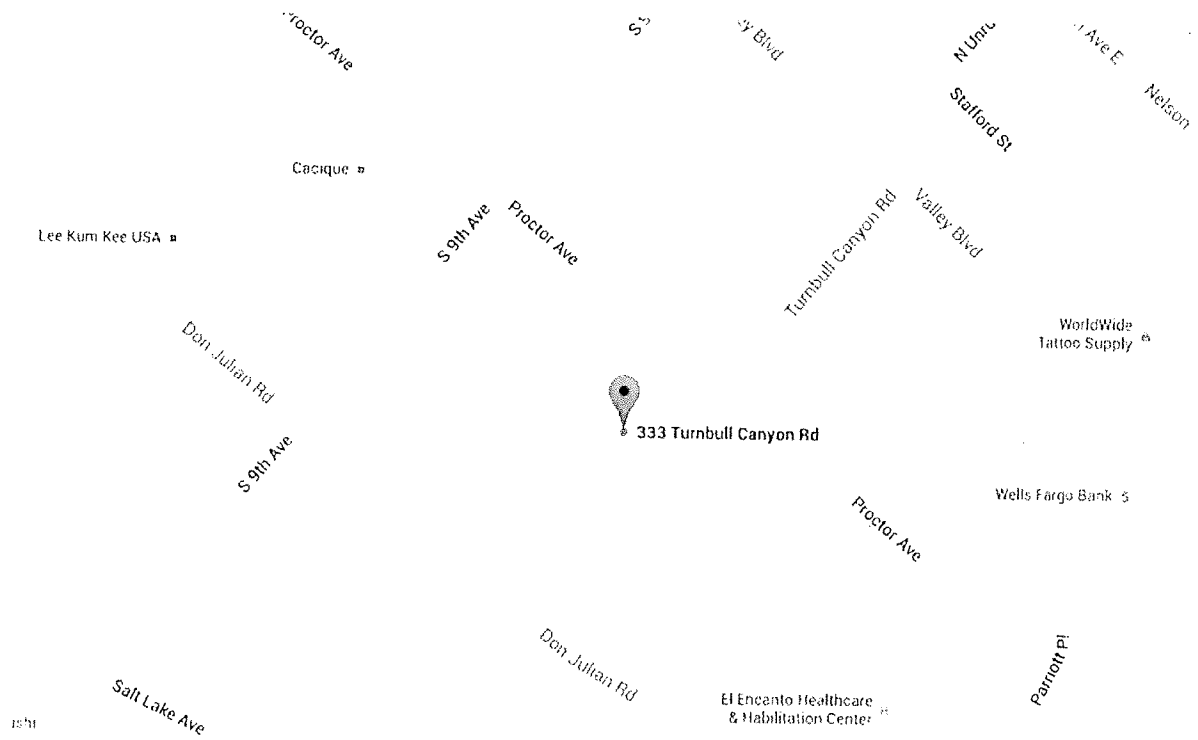
We have included a map and photos of the facilities. Please let us know what the next steps are to open the facilities as soon as possible.

Sincerely,

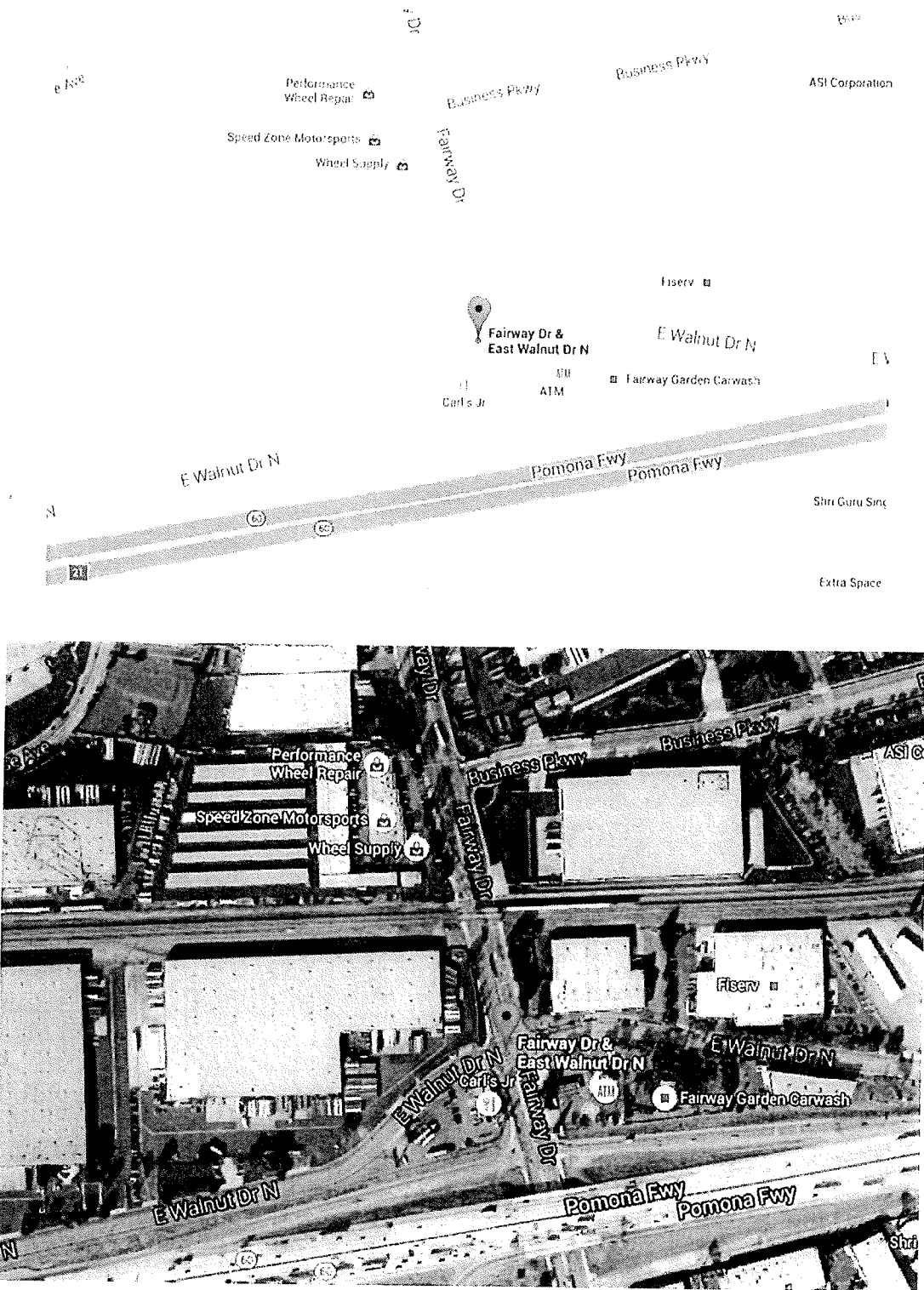

Paul Philips
City Manager
City of Industry

CC: Senator Ed Hernandez
Senator Tony Mendoza
Assemblymember Ian Calderon
Assemblymember Roger Hernandez
Los Angeles County Supervisor Hilda Solis
Los Angeles County Supervisor Sheila Kuehl

Attachment 1: Warehouse location at 333 Turnbull Canyon Road



Attachment 2: Warehouse Location at Fairway and Walnut Drive



Fwd: FW: City of Industry Letter Re: Temporary Winter Shelters

Notebook: IPHMA

Created: 3/18/2016 12:56 PM

Author: Beckv Warren (bwarren@dolphingroup.org)

Subject: Fwd: FW: City of Industry Letter Re: Temporary Winter Shelters

From: Becky Warren (bwarren@dolphingroup.org)

To: Alex Gonzalez (alex@cityofindustry.org)

Date Received: Thursday, January 21, 2016 8:22 AM

FYI -

----- Forwarded message -----

From: **Peter Lynn** <plynn@lahsa.org>

Date: Wed, Jan 20, 2016 at 3:51 PM

Subject: FW: City of Industry Letter Re: Temporary Winter Shelters

To: Becky Warren <bwarren@dolphingroup.org>

Cc: Paul Philips <paul@cityofindustry.org>, Diane Schlichting <DSchlichting@cityofindustry.org>, Christopher Callandrillo <ccallandrillo@lahsa.org>, Kelli Pezzelle <kpezzelle@lahsa.org>

Hello Ms. Warren and Mr. Philips,

Thank you for forwarding the letter and for proactively jumping in to help locate shelter space – it's not the first thing that most of our cities are offering up.

We are still evaluating the demand for the temporary shelters that we have put together with the County, and it's not clear based on the initial activation of the temporary sites that we will need the additional capacity, but it's helpful to have a ready resource. I'm copying Chris Callandrillo, LAHSA's Director of Programs, and Kelli Pezzelle, our shelter coordinator, to connect them as well.

Thank you

Peter



Peter Lynn
Executive Director
Los Angeles Homeless Services Authority
811 Wilshire Boulevard, 6th Floor
Los Angeles, CA 90017
plynn@lahsa.org
213-683-3333



CITY OF INGLEWOOD

OFFICE OF THE CITY MANAGER



March 28, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Ciara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Dear Honorable Carolyn B. Kuhl:

Listed below are the City of Inglewood responses to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report entitled: Inadequate El Niño Planning for County Homeless Population.

IR1.1 - *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.*

IR1.1R - The City of Inglewood is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, the City of Inglewood and the County Department of Public Health continue to work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments newly founded Homeless Outreach Program.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the

effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities Council of Governments (COG) Homeless Strategy

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach. The South Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment. City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with PATH, to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

IR1.2. - *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

IR1.2R - The City of Inglewood agrees that emergency supplies and equipment are imperative in addressing the housing needs for the homeless population. The City has recently hired an Emergency Services Coordinator who has been tasked with working with staff and other outside agencies to draft a comprehensive Emergency plan.

IR1.3 - *The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

IR1.3R - The City of Inglewood agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. The City's municipal Ordinance No. 13-05 permits transitional, temporary and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's M-1 (Light-Manufacturing) zones. In total, approximately 5.5% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

IR1.4 - *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

IR1.4R - The City of Inglewood agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described in detail above, approximately 5.5% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

IR1.5 - *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

IR1.5R - The City of Inglewood agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, The City provides information and referrals, including shuttle schedules, for LAHSA's emergency winter /cold weather shelters. As described in IR1.1R, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

IR1.6 - *The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

IR1.6R - The City of Inglewood agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the South Bay Cities COG regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

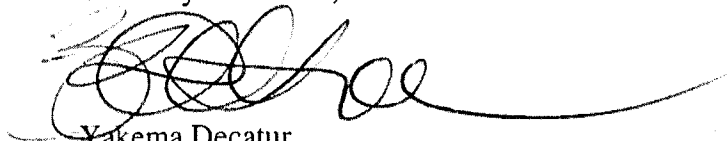
IR1.7 - *Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

IR1.7 - The City of Inglewood agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including scheduling for public transportation. The City of Inglewood has been proactively working to do the following:

- distribute notices and providing in-person information to homeless residents
- used its website, press releases, city public announcement monitors
- will publicize the PATH outreach hotline flier *through social media, website, press releases, public service announcements, flyers, newspaper ads,*

If any further clarification is needed on the responses that have been provided, please feel to directly contact me directly at 310-412-5282 or via email ydecatur@cityofinglewood.org.

Cordially submitted,

A handwritten signature in black ink, appearing to read 'Yakema Decatur', with a long, sweeping horizontal line extending to the right.

Yakema Decatur,
Deputy to the City Manager



City Council
Jonathan C. Curtis, Mayor
Michael T. Davitt, Mayor Pro Tem
Leonard Pieroni
David A. Spence
Terry Walker

April 28, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Flotz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Re: Response to the 2015-2016 Los Angeles County Civil Grand Jury Report on Inadequate El Niño Planning for County Homeless Population

The City of La Cañada Flintridge acknowledges the recommendations of the Civil Grand Jury in its Interim Report and provides this letter in response. The City's response was prepared pursuant to Penal Code Section 933(c) and 933.05. Although the City's response is slightly outside the 90 days permitted, an extension until April 28, 2016 was provided by Mr. Bart Benjamins, Foreperson of the 2015-2016 Los Angeles County Civil Grand Jury, once it was determined that the City did not receive the Interim Report until February 18, 2016.

On a general note, the City of La Cañada Flintridge is a member of the San Gabriel Valley Council of Governments (SGVCOG), which is made up of 31 cities and representing over two million people. Cities within the SGVCOG region are impacted by homelessness and recognize that to meaningfully address the homeless issue, SGVCOG member agencies must work cooperatively in an ongoing and coordinated effort to combine resources to respond and reduce the number of homeless in the region. The SGVCOG 2014-2017 Strategic Plan provides goals and strategies and identifies required resources for addressing homelessness within the region. The City of La Cañada Flintridge believes the strategies identified by the SGVCOG provides for a long-term approach to address homelessness and meets the intent of the recommendations in the Civil Grand Jury's Interim Report.

Every January, the County of Los Angeles, together with many cities, work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point-in-time count of people who are homeless in each city. LAHSA is a Joint Powers Authority established in 1993 as an independent agency by the County and the City of Los Angeles. As the lead agency in the Los Angeles Continuum of Care, LAHSA coordinates and manages over \$70 million dollars annually in federal, state, County, and city funds for programs that provide shelter, housing and services to homeless persons across Los Angeles County. LAHSA also performs policy and planning research and analysis, with the goal of supporting, creating, and sustaining solutions to homelessness. According to the official count conducted in January 2015, the latest year for which information is available, no individuals were found to be homeless within the City of La Cañada Flintridge.

Below are the responses to the Los Angeles County Civil Grand Jury Interim Report recommendations:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people which will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of La Cañada Flintridge agrees with the CGJ recommendation that additional work is needed to shelter the homeless, not only during the immediate El Niño threat but on a long-term basis. Homelessness is a regional issue due to the tendency of the homeless population to circulate through numerous locations and cities within the region.

As part of the preparation of the City's Housing Element, adopted in 2013, an analysis was undertaken of properties within the City where an emergency shelter would be permitted without discretionary approvals. Given the high property values in the City, new construction of emergency shelters is unlikely due to financial infeasibility. Therefore, adaptive reuse of existing properties in the commercial zone would be the most likely scenario for establishing an emergency shelter. A list of 18 parcels was provided in the Housing Element of existing buildings that are appropriately zoned for an emergency shelter. However, there are limited opportunities for shelter locations within La Cañada Flintridge due to its small geographic area and very low vacancy rate, approximately three percent on average, within existing commercial buildings within the City.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to the need across the county. Shelters additionally should provide space for personal items and be staffed and controlled by department of Health employees and patrolled by police.

The City of La Cañada Flintridge agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, assistance will be provided to any person in need. The City of La Cañada Flintridge is part of Operational Area C for the Los Angeles County Office of Emergency Management. Once an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated. Also, in a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelter for people who are homeless during the months of November through March, which was extended through April based on anticipated rain events. This "winter shelter" system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, clothing, and support services.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the shelter of people in public structures and facilities during

the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of La Cañada Flintridge acknowledges that, during the past, local regulations have often acted as impediments to the establishment of housing for the homeless. In 2008, Senate Bill (SB) 2 was adopted, clarifying and strengthening housing element law to ensure that local jurisdictions zone for and facilitate the establishment of emergency shelters. SB 2, codified within Government Code Section 65583, requires each local jurisdiction to permit emergency shelters within at least one zone without any discretionary action, with sufficient capacity within that zone to accommodate the need for emergency shelters. Additionally, development and management standards must be objective, encourage or facilitate the development of, or conversion to, emergency shelters. In accordance with SB 2, in 2014 the City of La Cañada Flintridge amended various portions of its Zoning Code allowing for the establishment of an emergency shelter within a commercial zone without the requirement for a discretionary approval. The City's compliance with the applicable provisions of state law has been verified by the Department of Housing and Community Development, which certified the City's Housing Element of its General Plan as recently as 2014.

However, the City of La Cañada Flintridge respectfully disagrees with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Regulations related to health, fire and safety were adopted to protect lives. Deliberately relaxing such regulations has the potential to place in danger those seeking shelter, as well the many volunteers operating such facilities.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that, for whatever reason, similarly block private entities from providing temporary shelter to people without homes.

As indicated above, the City of La Cañada Flintridge previously amended its Zoning Code to fully comply with SB 2. Provision for an emergency shelter as of right (no discretionary approvals required) has already been made within a commercial zone of the City and additional emergency shelters are provided for with a Conditional Use Permit. As the City is less than nine square miles and the land area being primarily residential, the City is committed to partnering with other agencies and non-profit organizations and advocates to ensure that the housing needs of homeless individuals are being met on a regional basis.

IR1.5. The County of Los Angeles and each of its 88 cities, at a minimum, should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of La Cañada Flintridge understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. As described above, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County. The City's public safety

officials are aware of LAHSA's Winter Shelter Program and will continue to direct homeless persons to those resources as appropriate.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of La Cañada Flintridge concurs with the recommendation that partnerships with non-governmental entities are a necessary component in addressing the critical short-term and chronic long-term needs of the homeless. The City participates in the SGVCOG, who coordinate with groups such as the San Gabriel Valley Consortium on Homelessness, LAHSA and PATH Partners on a coordinated regional approach to funding.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

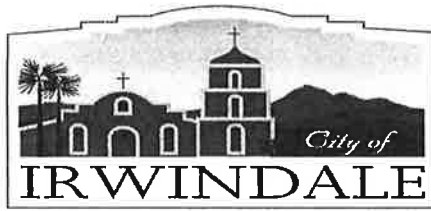
The City of La Cañada Flintridge agrees with the recommendation that public service announcements are a necessary tool in educating the public about the location and availability of shelters, including public transportation options that are available for accessing shelters. Just as a regional response is necessary to combat homelessness, a comprehensive communication effort is essential to ensuring the effectiveness of any homeless strategy. To that end, LAHSA has been providing outreach efforts in person to homeless residents that have been identified in encampments and hotspots. As efforts to publicize resources available to the homeless move forward, the City will publicize local resources available via public service announcements, flyers, the City's website, and social media.

The City of La Cañada Flintridge appreciates the opportunity to respond to the recommendations of the Los Angeles County Civil Grand Jury Interim Report. Should you have any questions regarding the response, please contact Robert Stanley, Director of Community Development, at (818) 790-8881.

Sincerely,



Mark R. Alexander
City Manager



City of Irwindale
5050 N. Irwindale Avenue • Irwindale, California 91706
Voice: 626-430-2217 • Facsimile: 626-962-4209

January 23, 2017

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: City of Irwindale Response to 2015-2016 Los Angeles Civil Grand Jury Final Report, Sections 1R1 – 1R.7, “Inadequate El Nino Planning for Homeless Population”

Dear Presiding Judge,

Pursuant to your letter dated December 23, 2016, please accept this letter as the City of Irwindale’s formal response to the 2015-2016 Los Angeles Civil Grand Jury Final Report, Sections IR.1 – IR.7, “Inadequate El Nino Planning for Homeless Population”. Refer to the attached revised matrix identifying Irwindale’s responses.

If you have any further questions or require additional information, please do not hesitate to contact our Community Development Director, Gus Romo, at (626) 430-2206 or via email at gromo@irwindaleca.gov, or myself, at (626) 430-2217 or via email at jdavidson@irwindaleca.gov.

Sincerely,

John Davidson
City Manager

ATTACHMENTS

- 1 - Civil Grand Jury Recommendations & Irwindale Responses to Sections IR.1 – IR.7
- 2 - Irwindale Answers to 2015 Homeless Survey
- 3 - Emergency Action Plan
- 4 - Irwindale Homeless Prevention Measures
- 5 - December 23, 2016 Civil Grand Jury Letter w/enclosures

ATTACHMENT 1

Civil Grand Jury Recommendations for Sections IR.1 – IR.7, “Inadequate El Nino Planning for Homeless Population”, of 2015-2016 Final Report

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

IR1.6. The County and its 88 cities should make plans or they should partner with nongovernmental entities to distribute these supplies.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

City	Recommendation	Implemented	Will Implement	Will NOT Implement	No Response	Deferred to LAHSA or other service provider
Irwindale	IR1.1			X		
	IR1.2					X
	IR1.3	X				
	IR1.4	X				
	IR1.5					X
	IR1.6			X		
	IR1.7					X

ATTACHMENT 2
Irwindale Answers to 2015 Homeless Survey

- 1. How significant, using numbers, is the homeless problem in your city?**

Irwindale believes it has anywhere from 5 -15 homeless that often encamp within the Army Corps of Engineers flood control channels leading into the Santa Fe Dam recreational area.

- 2. Has the number of homeless people in your city increased or decreased during the last 5 years?**

The number of homeless people appears to be the same for the last 5 years.

- 3. Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?**

Unknown.

- 4. Does the city have an Emergency Preparedness Plan that includes providing services to the homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?**

Yes. See Attachment 3.

- 5. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?**

No. The City does not provide food or shelter. However, the City has supported programs that do so, as further described in Attachment 4. Specifically, the City approved entitlements for Cory's Kitchen in the City of Irwindale. Corey's Kitchen provides meals and homeless prevention services to the homeless. Additionally, the HOPE TAY (Transitional Age Youth) center located at Pacific Clinics in the adjoining City of Arcadia offers services to youth ages 16-25 that are homeless or at risk of becoming homeless. The City provides references to interested persons to these resources.

- 6. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?**

No.

- 7. Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?**

The City of Irwindale has been working with the surrounding cities of Duarte and Azusa, the County of Los Angeles, and the Army Corps of Engineers to clear flood control property within our jurisdictions of homeless encampments in an effort to prevent loss of life during rain events.



City of La Habra Heights
1245 N. Hacienda Road
La Habra Heights, CA 90631
(562)694-6302
www.lhhcity.org

March 10, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

To Presiding Judge of the Los Angeles County Superior Court,

This letter is in response to the Inadequate El Nino Planning for County Homeless Population: Interim Report (IR) by the 2015 – 2016 Los Angeles County Civil Grand Jury and includes answers to the Los Angeles County Civil Grand Jury Homeless Survey, Topic: Shelters for Extreme Weather Events and/or Heavy Rain Events. As required by California Penal Code Sections 933(c) and 933.05, a response to all recommendations in a Civil Grand Jury Report is required within ninety (90) days following the release of the report to the public, which was December 28, 2015.

The City of La Habra Heights understands the need for the Civil Grand Jury investigation related to city policies and plans concerning caring for the homeless during periods of extreme weather events such as unusually cold weather and heavy rain. With the impending likelihood of heavy rainstorms during the strong El Niño weather season forecast to soon impact Southern California, it is important to investigate the resources and operations in place and what may be needed for the future.

The following are the City's answers to the Los Angeles County Civil Grand Jury Homeless Survey:

1. How significant, using numbers, is the homeless problem in your city?

The City of La Habra Heights has not found signs of homelessness within the City boundaries.

2. Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

La Habra Heights City limits are 6.2 square miles and the topography of the City does not provide a conducive environment for a homeless population to thrive. There has never been an incidence of a homeless person in La Habra Heights and therefore, no increase or decrease of homeless population within the last five (5) years.

3. Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?

The City's Emergency Preparedness Plan provides resources for the needs of the community. For example, La Habra Heights is a horse community, and therefore, the City has included a large animal component to the emergency preparedness plan. Since the City has not encountered a homeless problem since its incorporation, services to a homeless population are not included.

4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?

The City does not provide short-term shelters for homeless during times of extreme temperature events and rainstorms. City facilities are not available for this purpose. The City does not have a public facility with kitchen and washing facilities available. The City of La Habra Heights works closely with the Red Cross. Should a need arise, it may be possible to erect a temporary shelter.

5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?

The City does not provide aid as homeless leave temporary shelter and transition to permanent housing because short-term shelters are not available within the City to transition from.

6. Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

The City of La Habra Heights is aware of the large number of people currently without homes in Los Angeles County and how rapidly this number is growing. With the expected historic rainy season impending, it is an issue that has to be addressed to keep this population safe. Our community works closely with the Los Angeles County Sheriff's Department, the La Habra Heights Fire Department and agencies like the American Red Cross to keep apprised of public safety issues that need to be addressed.

Thank you for your investigation into this issue within our County. If you have any questions or are in need of additional information about this letter or the City of La Habra Heights, I am the

primary responsible person for dealing with homeless people in our community and I am available by phone at (562) 694-6302 or by email at Shaunac@Lhhcity.org.

Sincerely,

A handwritten signature in cursive script that reads "Shauna Clark".

Shauna Clark
City Manager

Ron Piazza
Vice Mayor

Steve Croft
Council Member



Jeff Wood
Mayor

Todd Rogers
Council Member

Diane DuBois
Council Member

March 20, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

**Subject: City of Lakewood Response to the Recommendations of
2015-2016 Los Angeles County Civil Grand Jury Interim Report
on Inadequate El Niño Planning for the County Homeless Population**

Dear Presiding Judge of the Los Angeles County Civil Grand Jury:

The City of Lakewood has reviewed the Grand Jury Interim Report on El Niño Planning for the County Homeless Population. In accordance with California Penal Code Section 933(c) and 933.05, the following is Lakewood's response to the report:

IR1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

The City of Lakewood understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's Homeless population. Lakewood, along with other cities in Southeast Los Angeles County, has been working cooperatively for years with multiple agencies to address and safeguard the wellbeing of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and limited resources of cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. Los Angeles County, on the other hand, serves this function through the Department of Public Health. Although there are individual city efforts taking place to address this issue, they also work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the Gateway Cities Council of Governments (COG) Homeless Initiative. Working in conjunction with these lead agencies is the Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates

Lakewood

housing and services for homeless families and individuals in LA County. LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and LA County. LAHSA coordinates and manages over \$70 million annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

- B) Gateway Cities Council of Governments (COG) Homeless Initiative – Gateway Connections
- Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities located in Southeast Los Angeles County, the 27 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. The Gateway Cities Council of Governments (COG) Homeless Initiative is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 27 cities are working with the Gateway Cities COG and LA County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateway's strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 27-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary). Since October 2012, this effort has:

- Served 19,936 people;
- Provided case management to 14,458 people;
- Connected 5,469 people to mental health, primary care, or substance abuse services;
- Helped 2,141 people increase their income; and
- Placed 1,370 people in emergency shelter or bridge housing. Of those, 1,143 have been permanently housed and 113 are veterans.

- C) Los Angeles County Department of Public Health (DPH)
- The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and wellbeing for all persons in LA County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in

the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into eight Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual city boundaries.

IR1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Lakewood understands emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The city's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that anyone who needs help would be helped. Per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the Southeast LA County area are part of LA County Operational Areas for Emergency Management. Once an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated.

Lakewood has participated in homeless counts in 2013 and 2015, and plans to participate again in 2017. Throughout the year, in partnership with the Los Angeles County Sheriff's Department, city staff continually monitors the local homeless population and provides them with resources and assistance as necessary.

IR1.3 The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Lakewood understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Lakewood Municipal Code was amended in 2012 to bring the city into compliance with Senate Bill 2 (Government Code 65583(a)4a). However, we respectfully disagree with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Health and Safety regulations are put in place to protect lives, and we simply cannot endanger those seeking shelter or those helping them.

IR1.4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

As indicated above, the City of Lakewood has already amended its Municipal Code to comply with SB 2.

IR1.5 The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Lakewood understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. Thus, Lakewood regularly opens a Cooling Center in our Weingart Senior Center and provides information for the County's emergency/cold weather shelters. The City also provides funding/staff support/resources for:

- The City is part of SPA 7 in the Gateway Connections, where information is provided and shared with other communities regarding homelessness resources in the area.
- The City coordinates with PATH. The PATH street team makes contact with the local homeless population and attempts to provide them shelter and resources.
- The City also works with other community providers such as Kingdom Causes.

Furthermore, as described in the response to IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

IR1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Lakewood agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why Lakewood is proud of the Gateway COG's regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system's umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

IR1.7 Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

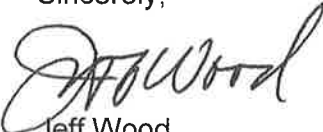
The City of Lakewood agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public

transportation. The city is committed to posting this information using our extensive public information channels, which include our website, Facebook page, the weekly e-magazine newsletter, the monthly Lakewood Living Magazine, and Lakewood AM station 1620. We also have available at city parks and facilities a directory that provides information on food and shelter resources in the immediate area. Finally, the city has also partnered with the Los Angeles County Sheriff's Department to distribute information regarding available shelters and services to those in need.

We appreciate the opportunity to respond to the Civil Grand Jury's Report. As was mentioned above, cities, counties, and nonprofit agencies cannot face this issue alone. Having the state as an active partner in this effort would go a long way. Legislative proposals such as the Senate's "No Place Like Home" initiative would help cities and counties with additional resources and flexibility to better serve homeless individuals and families, increase access to affordable housing, address the effects of income inequality, and extend programs for homeless who are either disabled or in need of mental-health assistance. This \$2 billion initiative repurposes Proposition 63 (2004) bond funds and leverages billions of additional dollars from other local, state, and federal funding to achieve its goals.

Should you have any questions, please direct them to Paolo Beltran at 562-866-9771, ext. 2129.

Sincerely,



Jeff Wood
Mayor



CITY OF LA MIRADA
DEDICATED TO SERVICE

13700 La Mirada Boulevard
La Mirada, California 90638

P.O. Box 828
La Mirada, California 90637-0828

Phone: (562) 943-0131 Fax: (562) 943-1464
www.cityoflamirada.org

February 29, 2016

RECEIVED

MAR 25 2016

**OFFICE OF
PRESIDING JUDGE**

The Honorable David S. Wesley
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, California 90012

**SUBJECT: RESPONSE TO THE LOS ANGELES COUNTY CIVIL GRAND JURY
INTERIM REPORT ON EL NINO PLANNING FOR THE HOMELESS
POPULATION**

Dear Honorable Judge Wesley:

The City of La Mirada has reviewed the Interim Report (IR) published by the Los Angeles County Civil Grand Jury on El Nino planning for the County's homeless population. This letter serves as the City's response to the Civil Grand Jury's (CGJ) recommendations.

CGJ Recommendation No. IR1.1

"The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains."

The City of La Mirada is sensitive to the well-being of the region's homeless population. Like other cities in Southeast Los Angeles County, the City experiences a transient and homeless population that circulates through several cities in the region. La Mirada is a relatively small, full-contract City with meager homeless resources compared to those of larger organizations. Smaller cities like La Mirada are simply not capable of operating robust health and welfare programs. From the onset, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient.

The County of Los Angeles provides many homeless resources through its County Department of Public Health programs. The City of La Mirada works in cooperation with the Los Angeles County Homeless Services Authority (LAHSA) and the Gateway Cities Council of Governments (COG) Homeless Strategy to address the needs of local homeless populations.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority (LAHSA) is statutorily charged with the provision of resources, including sheltering, for the entirety of

Los Angeles County in 85 of the 88 cities in the County. Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts.

LAHSA's primary role is to coordinate effective utilization of Federal and local funding to provide services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County.

Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, prevention programs, and supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure a wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

An estimated 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County. As a result, the 28 Gateway Cities have invested \$1.2 million annually in LAHSA's County-wide, federally-funded approach.

Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 Gateway Cities actively collaborate with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel to address homeless issues.

The Gateways Strategy involves contracts with People Assisting the Homeless (PATH), the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. One of the primary solutions involves on-the-ground outreach and a coordinated entry system with a consolidated database of resources. PATH's Street Outreach Team operates 24 hours a day within the 28-city region by focusing on housing the homeless long-term and connecting homeless residents with supportive services within the Gateway Cities region. PATH's resources include emergency food and medical aid to short-term sheltering to long-term

housing, literacy and job training, basic mental and healthcare services, and substance abuse assistance if necessary.

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. DPH focuses on the population as a whole, conducting activities through a network of public health professionals throughout the community. As one of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of LAHSA and Gateway Connections. DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics.

Organized into eight Special Planning Areas (SPAs), most of the Gateway Connections cities are located in SPA 7. SPA 7 experienced a 27 percent increase in the homeless population during the 2015 Los Angeles Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers, and a satellite site on "Skid Row". Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of La Mirada

The City of La Mirada addresses the needs of homeless residents by providing referrals to nearby social services. For instances involving criminal conduct, homeless residents and transients are screened for mental health issues when contacted by the City's contracted law-enforcement agency, the Los Angeles County Sheriff's Department.

CGJ Recommendation No. IR1.2

"The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police."

Response

The City of La Mirada supports efforts to maintain emergency supplies and equipment needed to assist in providing disaster relief for all residents, including the homeless population. The City's emergency plans, which include flooding and other catastrophic natural and manmade events, are not resident-specific. The City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, are designed to ensure a resilient community. For disaster sheltering specifically, the City complies with the emergency shelter standards established by the American Red Cross.

These standards include providing evacuation centers and emergency shelters without requiring identification or residency information.

Those in need of emergency shelter are encouraged to visit the Salvation Army's 89-bed cold-weather shelter located in the City of Bell. The LAHSA Winter Shelter Program provides free transportation from designated pick-up points throughout SPA-7.

A number of City of La Mirada facilities provide outreach materials to the local homeless population, including La Mirada City Hall, the Activity Center, the Resource Center, and the Community Sheriff's Station. Staff has also visited with homeless individuals in person to provide information on local services. Examples of recent outreach efforts include providing homeless individuals with information on early-opening of County cold-weather shelters, participating in the 2015 and 2016 Los Angeles County Homeless Counts, and coordinating contact between homeless individuals and local service organizations like PATH and Whittier First Day.

CGJ Recommendation No. IR1.3

"The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times."

Response

The City of La Mirada's Municipal Code Section 21.18.020 permits transitional, temporary and supportive housing facilities in all of its residential zones by right without special permits or approvals (consistent with the state of California housing law, CA Code 65583(a)4a). Additionally, emergency and temporary shelters are also allowed by right in the City's Emergency Shelter Overlay (ESO) Zoning District. In total, approximately 117.5 acres of the land area in the City is open to sheltering of some kind, by right, without special permits or approvals, regardless of public or private ownership or operation.

CGJ Recommendation No. IR1.4

"The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes."

Response

The City of La Mirada promotes the safe housing of homeless residents. As described in detail above, approximately 117.5 acres of the City's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

CGJ Recommendation No. IR1.5

"The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia."

Response

The City of La Mirada understands the importance of safeguarding homeless individuals who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City participates in the Los Angeles County Heating and Cooling Center program. The City has designated the La Mirada Activity Center as a Heating and Cooling Center as part of the program. As mentioned above, the City provides information and referrals for the LAHSA emergency and cold weather shelters.

The City collaborates on a regular basis with Gateway Connections, PATH and local service providers like Whittier First Day to provide the homeless with long and short-term resources and accommodations. Furthermore, as described in No. IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

CGJ Recommendation No. IR1.6

"The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies."

Response

The City of La Mirada supports partnerships with non-governmental entities that address the critical short-term and chronic long-term needs of the homeless population. For this reason, the City supports the Gateway Cities COG's "Gateways to Housing" regional approach to coordinated resources and a coordinated entry system. Moreover, each of the non-profit and non-governmental organizations that operate under the coordinated entry system umbrella also providing food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

CGJ Recommendation No. IR1.7.

"Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed."

Response

The City of La Mirada makes regular efforts to disseminate information regarding homeless resources and services, locations and availability of shelters, and information on public transportation. The City distributes notices and fliers in-person, and publishes articles on its website and social media outlets.

CITY OF LA MIRADA

Los Angeles County Civil Grand Jury Response
February 29, 2016
Page 6

On behalf of the City of La Mirada, I appreciate the opportunity to respond to these recommendations. If you have any questions, please do not hesitate to contact my office at (562) 943-0131.

Sincerely,

CITY OF LA MIRADA

A handwritten signature in black ink, appearing to read 'Jeff Boynton', with a stylized flourish at the end.

Jeff Boynton
City Manager

JB:ah:av



R. Rex Parris	Mayor
Marvin E. Crist	Vice Mayor
Ken Mann	Council Member
Angela E. Underwood-Jacobs	Council Member
Raj Malhi	Council Member
Mark V. Bozgian	City Manager

March 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles CA 90012

Honorable Presiding Judge:

The City of Lancaster has received the *Interim Report (IR) from the 2015-2016 Los Angeles County Civil Grand Jury (CGJ) regarding the Inadequate El Nino Planning for the County Homeless Population*. We understand that all of the 88 cities in Los Angeles County are required to respond to the recommendations in the IR and the City of Lancaster is pleased to submit this correspondence as our response.

Two overarching conditions are referenced throughout this response, and are most impactful to our community's ability to address homelessness in our area.

The most impactful issue we and many communities face is funding. The Los Angeles Homeless Service Authority (LAHSA) is the statutorily created entity responsible for managing over \$70 million in federal, state, and county funding annually for various homeless service programs, including sheltering for those in need. Throughout most areas of the county, there is an inequity in the distribution of funding, none more so than in the Antelope Valley. Based on information from LAHSA, about 12% of the county's homeless population lives in the Antelope Valley, yet homeless services organizations in the Antelope Valley receive only about 2.1% of LAHSA total funding. It might be productive for the CGJ to also examine LAHSA's annual distribution of funding and priority for services and projects funded.

The other important point regarding any community's ability to serve the public during an emergency situation, such as a significant El Nino storm, is its state of emergency preparedness. Every City is required to have an Emergency Operations Plan (EOP) and most cities train and prepare for a multitude of possible emergencies, including earthquakes, floods and terrorist actions. Part of any City's emergency preparedness should be the pre-identification of shelter sites, usually in partnership with the American Red Cross and other agencies / service providers. Depending upon the size and scope of an emergency

in any area of Los Angeles County, a City can also request and receive assistance from the L.A. County Sheriff's Department, L.A. County Fire Department, L.A. County, the State, and the Federal government. As it relates to homelessness and potential El Nino storms, a City's ability to respond to the sheltering needs of its homeless population is not strictly limited by the number beds, but is scalable based upon its level of preparedness, the size and scope of a storm, and its impact on residents, homeless and otherwise.

In order to overcome the lack of fair-share regional funding, the City of Lancaster has proactively partnered with numerous local non-profit service providers and our regional Ministerial Association to provide for the needs of our homeless and other at-need populations. The City's primary partner is Grace Resources, a local non-profit which operates a food bank, thrift store, the region's only year-round shelter, and a winter shelter.

Each January in a collaborative effort with LAHSA, the City partners to provide volunteers, aerial surveillance, and organizational support to conduct LAHSA's annual homeless census. According to the official count of January 2015, Service Area 1 - Antelope Valley counted 2,818 people who are currently homeless. This number does not account for those living in rural areas, which are not included in the LAHSA homeless counts. As previously stated, a significant discrepancy exists as about 12% of the Los Angeles County homeless population lives in the Antelope Valley, but the homeless services organizations in the Antelope Valley receive only about 2.1% of LAHSA total funding.

The Antelope Valley has traditionally been an underserved community in regard to a multitude of county-funded social wellness services. Homelessness has been an ongoing struggle for the community, especially during the extreme temperatures that occur throughout the year. Both the high and low temperatures that the Antelope Valley endures puts a strain on our local organizations as they continue to support the homeless, exacerbated by woefully inadequate regional funding.

The City of Lancaster recognizes and shares many of the concerns of the CGJ to ensure the safety of the region's homeless population both during any immediate threats of El Nino storms and long-term. Below are the City's responses to recommendations in the *Interim Report (IR) from the 2015-2016 Los Angeles County Civil Grand Jury (CGJ) regarding the Inadequate El Nino Planning for the County Homeless Population*.

IR1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

(This recommendation has been implemented in part; it will not be implemented fully because it is not reasonable to do so due to an inequitable distribution of countywide regional funding).

As discussed above, the City of Lancaster has partnered and worked with local social service organizations, the faith based community, and LAHSA to ensure the safety and well-being of the local homeless population during extreme weather conditions. As further discussed above, the City of Lancaster has emergency preparedness plans in place which address local emergencies, including sheltering needs in the event of significant weather events. The plans include the pre-identification and ability to mobilize large emergency shelter locations throughout the community.

As previously described, with inequitable regional funding and resources, the City and its partners are limited in the level of service we can provide. The primary role of LAHSA is to coordinate the utilization of Federal, State, and regional funding in order to provide services to the homeless population throughout Los Angeles County, which includes Lancaster. Currently, LAHSA manages over \$70 million dollars annually in these funds for various service programs, including shelter for those in need. According to documentation provided by LAHSA, only 2.1% of the total funding is provided to the Antelope Valley region. The amount dedicated to the Antelope Valley does not allow for the most effective use of resources to cover both shelter and service programs.

IR1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

(This recommendation has been implemented).

The City of Lancaster and its partners recognize that emergency supplies and equipment are important when serving the homeless population or residents in the event of an emergency. Emergency plans in place are community wide and provide for assistance and sheltering for all residents, including homeless individuals. These plans

include provisions for sheltering, food, water, additional supplies, and security considerations. Notwithstanding the above, the City of Lancaster has partnered with Grace Resources, L.A. County, and LAHSA to open the area's only winter shelter (from December 2015 through March 2016) specifically in anticipation of predicted El Nino storms. This shelter not only includes an additional 60 beds, but also food, water, and other services. Also, the capacity of the building itself (a portion of an old L.A. County hospital) is much greater than 60 and is available to temporarily shelter a much larger number of homeless individuals. Public transportation to and from the shelter is provided through the Antelope Valley Transit Authority (AVTA).

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

(This recommendation has been implemented in part; to the extent it has not been implemented, it will not be implemented because it is unreasonable to the extent that such waivers or modifications would endanger human life or safety).

The existing and expanded services described in this response have virtually all been approved through expedited processes. Further, the City worked with the Los Angeles County Fire Department to temporarily relax some Fire Code requirements to allow for the opening of the winter shelter in December 2015 in preparation for predicted El Nino storms. A third party "fire monitor" was required to be on site in exchange for relaxing some code requirements. Finally, City Councils have broad latitude during emergency conditions, upon making prescribed findings, to declare a local state of emergency. This emergency declaration would allow for the suspension of many ordinances and regulations, including elements of the California Public Contracting Code, to address the declared emergency.

That said, local, county, and state ordinances and regulations exist for good reason, in large part to protect the health and safety of all citizens, including the homeless. The Civil Grand Jury's recommendation, in part "... by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times" may not always be prudent. The City of Lancaster will always exercise discretion and caution both when enforcing and relaxing existing codes and ordinances. An example of this, in partnership with the L.A. County Fire Department, is the reference above to relaxing some Fire Codes with the provision of a "fire monitor" in the recently opened winter shelter.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

(This recommendation has been implemented in part; to the extent it has not been implemented, it will not be implemented because it is unreasonable to the extent that such waivers or modifications would endanger human life or safety).

Please see Response IR1.3 above.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

(This recommendation has been implemented in part; it will not be implemented fully because it is not reasonable to do so due to an inequitable distribution of countywide regional funding).

As previously referenced, the lack of equitable funding through LAHSA precludes many initiatives that might otherwise be pursued by the cities of the Antelope Valley. That said, by partnering with Grace Resources, and the local social service and faith based communities, the City of Lancaster, led by our Vice Mayor Marvin Crist, has been able to leverage its "compassionate spirit" to provide for the sheltering and health needs of the local homeless and at-need populations. While limited by inequitable regional funding, and not a substitute for our fair of such funding, our faith based and social service communities have stepped up to serve their community. In addition to the food bank and shelter services previously mentioned, further efforts include food drives, blanket and clothing drives, and outreach ministries to known homeless encampments. These additional outreach efforts

have been done entirely by the local community, without the level of regional funding or support the Antelope Valley should be receiving through LAHSA and the County of Los Angeles.

IR1.6. The County and its 88 cities should make plans or they should partner with non-government entities to distribute these supplies.

(This recommendation has been implemented in part; it will not be implemented fully because it is not reasonable to do so due to an inequitable distribution of countywide regional funding).

Partnering with non-governmental entities is essential in addressing the needs both short-term and long-term, of our homeless population. As referenced previously, the City of Lancaster has aligned with Grace Resources, faith based groups, local non-profit and social service providers, and the American Red Cross (when applicable), to address and provide resources, concentrating on the importance of providing adequate services and shelter.

IR1.7. Public service announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

(This recommendation has been implemented).

The City of Lancaster agrees that public service announcements are important when providing information regarding the location of shelters and public transportation. Currently, the City provides ongoing outreach via press releases, social media, and other traditional media outlets. However, we have found that the most impactful and effective means of reaching our homeless and at-need populations is to continue to maintain strong partnerships with our local faith based and non-profit communities, who are many times the first point of contact with these residents.

Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
March 25, 2016
Page 7 of 7

The City of Lancaster appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury on this important issue. If you have additional questions or would like to discuss the City's responses, please feel free to contact me at mbozigian@cityoflanasterca.org or (661) 723-6133.

Sincerely,



Mark Bozigian, City Manager
City of Lancaster

c: Mayor Parris and Lancaster City Council Members
Allison Burns, City Attorney
Jason Caudle, Deputy City Manager
Melissa Varela, Management Analyst I

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

GUEL A. SANTANA
CITY ADMINISTRATIVE OFFICER

ASSISTANT
CITY ADMINISTRATIVE OFFICERS

BEN CEJA
PATRICIA J. HUBER

April 8, 2016

County of Los Angeles, Civil Grand Jury
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

RESPONSE TO THE LOS ANGELES COUNTY CIVIL GRAND JURY RECOMMENDATIONS FOR THE PLANNING OF COUNTY HOMELESS POPULATION

Dear Members of the Civil Grand Jury:

On December 31, 2015, the Los Angeles County Civil Grand Jury (CGJ) issued an interim report ("the report") entitled, "Inadequate El Niño Planning for County Homeless Population." The report examined the state of homelessness throughout the County of Los Angeles, focusing on the number of homeless individuals, the current estimated capacity of shelters throughout the County's 88 cities, and the actions the CGJ recommends cities take to prepare them for inclement weather expected from El Niño.

As stated in the report, there are an estimated 44,000 homeless individuals in Los Angeles County ("the County"), and just over half reside in the City of Los Angeles ("the City"). The anticipated arrival of an El Niño winter weather pattern mobilized the City to revisit its existing Emergency Operations Plans (EOP) and ensure adequate preparations and assets were in place to accommodate its residents – including the homeless – should an unforeseen emergency situation take place.

Alongside planning for disaster scenarios, the City also focused on developing its Comprehensive Homeless Strategy (http://clkrep.lacity.org/online/docs/2015/15-1138-s1_misc_03-21-2016.pdf). Adopted by the Los Angeles City Council on February 9, 2016, this comprehensive plan addresses homelessness, weighing its efforts towards finding a means to provide shelter – temporary and permanent – and supportive services. Balancing these priorities, the City has taken many efforts to create capacity for additional shelter beds, while extending the length of operations to get the most out of its services during this winter season.



April 8, 2016
Page 2

The City is confident in its approach in anticipation of El Niño. It has leveraged limited public resources to maximize its response and preparation to support the City's most vulnerable, while remaining focused on the long term solutions that will achieve a substantive reduction in homelessness.

If there are any questions as they relate to the City's response, please contact Cielo Castro at (213) 473-7533 or at Cielo.Castro@lacity.org.

Sincerely,

A handwritten signature in black ink, appearing to read "M. A. Santana", followed by a horizontal line.

Miguel A. Santana
City Administrative Officer

MAS:jd:wp7

Attachment

CITY OF LOS ANGELES
RESPONSE TO THE CIVIL GRAND JURY INTERIM REPORT RECOMMENDATIONS:
INADEQUATE EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION

Recommendation IR1.1: *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Providing safe and adequate shelter for our homeless population is a top priority for the City of Los Angeles ("City"), especially as we find ourselves at the tail end of the winter season. Anticipating possible prolonged periods of inclement weather brought by El Niño, the City proactively moved to compile a list of City-owned facilities that met specific shelter requirements (shower availability, disabled accessibility) able to accommodate temporary emergency shelter beds.

In the event the City's existing winter shelter program experienced near overcapacity and the County's shelters also reached maximum occupancy levels, the City is prepared to activate five Los Angeles City Recreation and Parks facilities and adapt them into augmented emergency shelter sites, increasing shelter capacity by 755 beds.

The City, through contractual agreements with the Los Angeles Homeless Services Authority (LAHSA), is ready to deliver basic emergency shelter services including transportation, shower facilities, meals, and safety. Recognizing the likelihood of experiencing a longer winter season, the City allocated \$1.3 million to extend services one additional month before and beyond the customary winter shelter function period, while an extra \$1.7 million was provided to expand the number of shelter beds available by 440.

Recommendation IR1.2: *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

In the event of El Niño related inclement conditions, resource allocation and deployment would follow standard sheltering and request processes as established in existing plans and Inclement Weather Shelter Standard Operating Procedures. The City, in coordination with its partner stakeholder agencies, has identified the need to purchase and store caches of emergency supplies to support the needs of communities during evacuation and sheltering situations. These caches of supplies are stored in areas across the City and are maintained by the City and its partner agencies. Supplies

include shelter materials, consumable medical provisions, and supplies in support for people with disabilities and other functional needs.

In addition to the City's existing resources for emergency response operations, special allocations were specifically set aside to provide for items and equipment in preparation for El Niño related incidents. LAHSA received \$275,000 from the City for the purposes of purchasing cots, tarps, hygiene kits, and other materials to be used in the event of high precipitation levels or dangerously low temperatures moved our augmented emergency shelter sites to become activated.

Recommendation IR1.3: *The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the shelter of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

The City understands the urgency created by the lack of suitable, safe, and permanent housing for its homeless population. It has prioritized the development and implementation of a Comprehensive Homeless Strategy - with the unprecedented collaboration of its counterparts in the County of Los Angeles - aimed at addressing the various core causes that lead to homelessness. While building a sufficient amount of permanent supportive housing requires time and resources, the City has proactively sought to maximize its authority to provide for temporary shelter as permitted through the declaration of a shelter crisis. The outcomes were two ordinances: the *Shelter Crisis* ordinance and the *El Niño Shelter Crisis* ordinance.

The *Shelter Crisis* ordinance amends the definition of "shelter for the homeless" in the Los Angeles Municipal Code (LAMC) Section 12.03 to include facilities that are not just residential, as well as to expand the definition of "provider" to include religious institutions and non-profit, charitable organizations. Additionally, the ordinance also amends LAMC Sections 12.80 and 12.81 to allow the City's declaration of a shelter crisis to authorize the establishment and operation of temporary homeless shelters on public and private property as needed. The *Shelter Crisis* ordinance was approved by the City Planning Commission and is pending consideration in the Planning and Land Use Management Committee.

Concurrently, the *El Niño Shelter Crisis* ordinance incorporates the provisions of the *Shelter Crisis* ordinance into one standalone ordinance that provides for temporary shelters to be established during this year's El Niño season. The *El Niño Shelter Crisis* ordinance was adopted by the City and became effective on April 5, 2016. Providers may register their facilities as a temporary shelter online at <http://elninoshelter.lacity.org/>.

Recommendation IR1.4: *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

See response to Recommendation IR1.3.

Recommendation IR1.5: *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

The City believes it can best serve its residents – including the City's homeless population – by prioritizing scarce resources in expanding its shelter service operations and increasing shelter capacity to meet the higher need should Los Angeles experience severe weather conditions. By investing in shelters, the City can maximize its ability to provide immediate additional services, while concurrently providing sustainable long-term solutions to address the scarcity of affordable housing throughout the region.

Recommendation IR1.6: *The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

The City of Los Angeles is strongly committed to aligning our efforts and leveraging our resources to work closely with the region's influential advocacy and non-profit community. While the City does not agree with Recommendation IR1.5 and IR.6, it does agree that our non-governmental partners play a crucial role in finding a viable sustainable solution to the homelessness in the City, and - more broadly – in Los Angeles County.

Recommendation IR1.7: *Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

The City agrees with Recommendation IR1.7. It continues to work with the Los Angeles Homeless Services Authority (LAHSA) to identify the most effective methods and provide the necessary resources to ensure the homeless community receives timely and accurate shelter information in the event of an impending storm or severe cold front.

The City recently amended LAMC 56.11, which calls for new protocols that among other things directs the LA Bureau of Sanitation to provide LAHSA with regular updates identifying new homeless encampments throughout the City. This ensures that LAHSA is current with the locations of concentrated homeless individuals and are better prepared to deploy their outreach teams to engage these areas.

During extreme weather situations, the City's Emergency Operations Plan (EOP) directs city-wide emergency response efforts for all Angelenos regardless of housing status. The EOP includes 21 annexes, including the Adverse Weather Annex which sets forth City plans for extreme weather events of all types. This up to date information allows the City to deploy its outreach assets – in coordination with LAHSA - with sufficient lead time to reach unsheltered individuals across the City.

Concurrently, the City established *El Niño LA* (www.elninola.com), an online information page designed to provide residents preparation tips in the instance of an emergency. *El Niño LA* also includes a resources guide for residents concerned for a homeless neighbor or other individuals seeking shelter. On this page a listing of operating winter shelters, shower and laundry services, and supportive services can be found.

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Rec



City of La Puente

15900 E. Main Street La Puente, CA 91744-4719 Telephone (626) 855-1500 Fax (626) 961-4626 www.lapuate.org

March 28, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

**Subject: Response to Cities of Los Angeles County El Nino Planning of the County's
Homeless Population - Civil Grand Jury Interim Report**

Dear Honorable Presiding Judge:

This letter serves as the City of La Puente's response to the Interim Report on Inadequate El Nino Planning for County Homeless Population by the 2015-2016 Los Angeles County Civil Grand Jury ("Grand Jury").

Listed below are each of the seven (7) recommendations by the Grand Jury and the City of La Puente's ("City") response.

IR1.1. – The County and Cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the Grand Jury from the expected torrential rains.

Response:

The City of La Puente is in agreement that possible shelter facilities should be identified throughout the County. However, as La Puente is a community of roughly 3.4 square miles in size with predominately residential land uses with limited City facilities and privately owned buildings that could function as shelter facilities; the practical application of this recommendation is not likely. The City has provided an annual grant in the amount of \$5,000 to the East San Gabriel Valley Coalition for the Homeless ("Coalition") as funding for emergency shelter services in nearby Hacienda Heights.

IR1.2. – The County and Cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by Police.

Response:

The City agrees with the recommendation that additional supplies and equipment should be relocated to the buildings identified as part of IR1.1; however the City lacks the resources to provide for these supplies. The City believes this recommendation is met through the City's contribution to the Coalition. In addition, there is a designated pick-up location within the City for the Coalition to pick-up homeless individuals and provide them nightly shelter as part of the Coalition's winter shelter program.

IR1.3. – The County and Cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response:

The City respectfully disagrees with this recommendation. The City is not supportive of compromising life and safety standards for buildings and structures which would put volunteers, workers and homeless people in potential life-threatening situations. Instead, the City has spent considerable time and resources towards facilitating the construction of permanent, safe, and sanitary housing opportunities through the development of a new 72 unit affordable housing development. This project would target the senior homeless population in providing permanent housing with a social services component.

IR1.4. – The County and Cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response:

The City agrees with this recommendation. The City recently completed a comprehensive update of its Zoning Code and has received certification from the State Department of Housing and Community Development on the 5th Cycle (2013-2023) adopted Housing Element. In updating the Zoning Code and Housing Element, the City took actions to comply with the provisions of SB 2 to identify a zone in which to permit emergency shelters by right (without a discretionary action). In addition, changes were also made to revise the definitions of transitional housing and supportive housing and allow these uses to be subject to the same requirements as they apply to other residential dwellings of same type in the same zone.

IR1.5. – The County and Cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response:

The City cannot implement this recommendation in its entirety and therefore disagrees partially with the recommendation. The City does not have the financial resources available to procure for tents, tarps, and ponchos to people that cannot be accommodated in shelters. In addition, should the City have available resources to purchase these items, there is not available and suitable City facilities to store these items. The City does agree that steps should be taken to assure that individuals that cannot be sheltered are protected from hypothermia. To that end, the City's contribution to the Coalition provides services to La Puente through the Homeless Emergency Assistance Center in Hacienda Heights. This center provides emergency shelter services during winter months which consists of shelter, meals, showers, haircuts, referrals for special assistance, medical and dental care, and various other needed services.

IR1.6. – The County and Cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response:

The City agrees with this recommendation and has implemented the recommendation through its annual funding in the amount of \$5,000 to the East San Gabriel Valley Coalition for the Homeless.

IR1.7. – Public Service Announcements should be made throughout the County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response:

The City agrees with this recommendation. As the Los Angeles Homeless Services Authority ("LAHSA") is statutorily charged with coordinating the effective and efficient use of funding in providing services to the homeless, the City believes LAHSA is best suited to implement this recommendation.

Sincerely,



David Carmany
City Manager

Rec'd

MAR 21 2016

CITY COUNCIL

JIM GAZELEY
MARK WARONEK
HENRY SANCHEZ JR.
MICHAEL G. SAVIDAN
BEN TRAINA



ADMINISTRATION

RYAN SMOOT
CITY MANAGER

CITY OF LOMITA

March 15, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

RE: Inadequate El Nino Planning for the County Homeless Population

Honorable Presiding Judge:

Pursuant to California Penal Code Sections 933(c) and 933.5, attached is the written response of the City of Lomita to the Recommendations pertaining to the City contained in the Grand Jury report entitled "Inadequate El Nino Planning for County Homeless Population."

The City appreciates the dedication of the Grand Jury and the input given in the report.

If you have any questions or clarifications, please feel free to contact me at 310.325.7110 x115 or r.smoot@lomitacity.com.

Sincerely,

Ryan Smoot
City Manager

Grand Jury Recommendations/ City Responses

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response 1. The City of Lomita is in agreement with the Los Angeles Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of the South Bay region, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations in Lomita's 2 square mile land area, there has been an implicit understanding that planning for the needs of the region's homeless population on an individual city basis is impractical and inefficient. Thus, Lomita is working in coordination with two lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the South Bay Cities Council of Governments (SBCCOG), as well as local non-profits and volunteer organizations to address regional homeless issues and ensure that resources and temporary housing is available to Lomita's homeless population.

In addition to LAHSA's County-wide, federally-funded Winter Shelter Program (which has established temporary shelters serving the South Bay region in the cities of Long Beach and Inglewood, as well as cold weather-activated shelters in San Pedro and Compton), the SBCCOG and its member cities have gone beyond this County-wide approach and partnered with 'People Assisting the Homeless' (PATH) - a 501(c)3 non-profit organization to establish a one-year Homeless Outreach Program for the South Bay specifically. On-track to begin in mid-February, a component of this partnership will include a sub-regional coordinated-entry system to connect local homeless persons with emergency and long-term housing based on acuity and housing preference. The coordinated entry system has consolidated resources available (from emergency food and medical aid, short-term sheltering and long-term housing, to financial, job-related, mental-health and substance abuse assistance) through PATH's network of service providers. Specifically, housing resources include: VA Supportive Housing and services for Veterans and their families; Continuum of Care Section 8 Vouchers ; Housing through the Department of Mental Health; Permanent Housing options via Department of Health Services 'Housing for Health' Program (for frequent utilizers of County health facilities); and Affordable Housing options as available. Additionally, the SBCCOG/PATH Homeless Outreach Program will include a Street Outreach Team and a hotline which will operate 24 hours a day, 7 days a week within South Bay area cities to ensure that individuals are matched with the appropriate services and shelter resources.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response 2. The City of Lomita agrees with the recommendation, and that emergency supplies and equipment are a continuous need in the serving of housing and shelter-related resources for our homeless populations. Though the recommendation has not yet been implemented as specifically stated, the City plans to support these efforts through its partnership with the SBCCOG/PATH Homeless Outreach Program once the coordinated-entry system launches later this month.

Additionally, the City of Lomita is cognizant that a critical component toward determining what emergency supplies and resources are most needed must be to conduct a census count of Lomita homeless persons - identifying the *types* of homeless (unsheltered, vehicular homeless, Veterans, etc.) and *homeless hot-spots* within the City. The *Greater Los Angeles County Homeless Count* serves to identify homeless population trends and basic needs at the City and County level. The most recent 2016 count will help the City identify opportunities.

Also relevant to this recommendation, it should be mentioned that the City's emergency plans (which are currently being updated and include operating procedures for flooding and other catastrophic weather events) are not resident-specific. To clarify, the City's Emergency Preparedness Plan does not make the distinction between homeless or housed-residents in outlining its operating procedures, and therefore ensures that as official cooling or heating center(s) are established per its guidelines, these resources will be accessible to all those in need.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response 3. The City of Lomita agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. The recommendation requires further analysis as staff evaluate potential shelter locations and whether the needs of the City's homeless population can be adequately served by way of the SBCCOG/PATH coordinated entry system and currently available South Bay Area 8-serving winter shelters.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response 4. The City of Lomita agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As the City's 2 square miles are primarily highly-dense residential areas, the City of Lomita is committed to working with the aforementioned Homeless Service Partners, non-profit organizations and advocates to ensure that the housing needs of our homeless individuals are being met regionally and facilitated locally.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have

pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response 5. The City of Lomita agrees that it is of paramount importance to safeguard homeless residents who, for various reasons are unable to be accommodated in emergency shelters. Thus, the City provides information and referrals including shuttle schedules for the County's emergency/cold weather shelters. The City also intends to utilize PATH services to coordinate assistance for those that are in need of shelter once the contract has been signed by the County. Lastly, our public safety officials are well-aware of LAHSA's Winter Shelter Program, as well as upcoming initiatives and services through the SBCCOG/PATH partnership, and will continue to direct homeless persons to those resources as appropriate.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response 6. The City of Lomita agrees with the recommendation and follows it. As detailed in the City's responses above, Lomita agrees wholeheartedly that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our region's homeless residents. For this reason, the City has collaborated with a variety of groups in addressing all components of the homeless issue. Key among these moving forward, of course, will be the SBCCOG/PATH regional approach to coordinated resources and a coordinated entry system. Included under the coordinated entry system umbrella will be various individual nonprofit/nongovernmental organizations working in tandem to ensure that homeless individuals are being matched with the appropriate resources (be the winter clothing, mental health services, or shelter).

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response 7. The City of Lomita agrees with this recommendation that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. The City has completed the following:

- Used the website, public announcements, and social media channels to provide information about cold weather shelters and shuttles;
- Worked with law enforcement to provide them with information about the Winter Shelter program when they come across those that are homeless.



14717 Burin Avenue ♦ Lawndale, California 90260 ♦ (310) 973-3200

*Filed
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Riley*

March 14, 2016

Done

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

Members of the Los Angeles County Civil Grand Jury,

As requested of the cities in Los Angeles County, attached is the City of Lawndale's response to the planning for the county homeless population during the event of an El Nino.

Sincerely,

Stephen N. Mandoki
City Manager

Attachment: City of Lawndale Responses to Civil Grand Jury

Cc: Mayor and City Councilmembers
Directors and Managers

City of Lawndale

Response to 2015-16 Civil Grand Jury Interim Report on El Nino Planning for County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the Civil Grand Jury (CGJ) from the expected torrential rains.

Response

The City of Lawndale is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, these they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments newly founded Homeless Outreach Program. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of

Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities Council of Governments (COG) Homeless Strategy –

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The South Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment.** City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with PATH, to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

D) City of Lawndale

The City of Lawndale addresses the needs of homeless residents through our partnership and work with the Los Angeles County Sheriffs' Department which has a mental health evaluation team to assist people experiencing homelessness when appropriate.

Section 8, motel vouchers are available through the Los Angeles County Housing Authority.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Lawndale agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.

The City of Lawndale provides outreach to homeless residents and local homeless gathering places through the Los Angeles County Library in Lawndale. The Library, as well as City Hall, is a source for informational material for individuals experiencing homelessness.

The City provides information regarding shelters on its website and at public counters at city facilities. The City also participated in and supported the Los Angeles County homeless count.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Lawndale agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. The City's municipal ordinance No. 1091-13 permits transitional, temporary and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's Light Manufacturing (M-1) Zone. In total, approximately 2% of the land area in the city is open to

sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Lawndale agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described in detail above, approximately 2% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Lawndale agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Heating/Cooling Centers in [describe locations]. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters.

In addition, the City of Lawndale has been at the forefront of supporting the People Assisting the Homeless (PATH) organization. City staff and elected official attended numerous meetings with the County Supervisor and his staff to discuss the opportunities to implement the PATH program in the South Bay area. After much effort on everyone's part, an investment of over \$600,000.00 has been made to address homelessness in the Lawndale and the entire South Bay area.

Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Lawndale agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the South Bay Cities COG regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

Response

The City of Lawndale agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation.

That is why the City has been using its website for the distribution of information, press releases, and public announcements. The City's cable channel is also available for the distribution of information. The City will use all of its available means (web site, cable television, public counters) to provide information about cold weather shelters as well as publicizing the PATH outreach hotline flier through social media, website, press releases, public service announcements, and flyers.,



CITY OF LONG BEACH

OFFICE OF THE CITY MANAGER

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802 • (562) 570-6711 • FAX (562) 570-6583

PATRICK H. WEST
CITY MANAGER

March 15, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Re: Civil Grand Jury Interim Report Titled: Inadequate El Nino Planning for County Homeless Population

1) The City of Long Beach is in agreement with the Los Angeles County Civil Grand Jury in its concern for those experiencing homelessness, particularly related to the El Nino storm surge anticipated this season.

The City of Long Beach operates as one of four Continuum of Care (CoC) Homeless Services Delivery models in the County of Los Angeles; The City of Glendale and Pasadena are the other two cities and the Los Angeles Homeless Services Authority (LAHSA), a joint powers authority representing both the City and County, maintains coordinated response for the remaining 85 cities within the County. The Continuum of Care programs are funded by the Federal Department of Housing and Urban Development (HUD) to provide a comprehensive system of homeless resources including prevention, street outreach, emergency shelter, transitional housing and permanent supportive housing. As a lead agency for the CoC Federal funding, LAHSA, Glendale, Pasadena and Long Beach must complete annual shelter counts and biannual street and shelter counts, coordinate public and private partnerships to mitigate the causes and impacts of homelessness and promote connectivity of available resources via a Coordinated Entry System (CES) within the jurisdiction.

Within the Long Beach CoC, the City Health Department operates the Multi-Service Center (MSC), which acts as the CES for homeless people, providing services to 1,300 duplicate contacts per month, providing linkages to health, income and housing resources year-round. The Villages at Cabrillo is a residential affordable housing community currently serving 1,300 per-night, and is the largest military base closure converted to housing for homeless people in the nation. The street outreach network canvasses the City, providing linkages to both the MSC, Villages at Cabrillo and the broader CoC shelter and housing service delivery system, year-round, but with increased coverage during anticipated storm surges.

The results of the Long Beach CoC biennial point in time homeless counts are as follows:

On January 29, 2015, the count revealed an 18% decrease in overall homelessness, from 2,847 in 2013 to 2,345 in 2015. Of the 2,345 results, 832 were sheltered and 1,513 were unsheltered.

The Long Beach CoC Housing Inventory (Total beds designated for homeless individuals and members in families) for 2015 includes:

- 258 Emergency Shelter beds
- 477 Transitional Housing beds
- 1,249 Permanent Supportive Housing units designated for homeless persons

During inclement weather, the Los Angeles Homeless Services Authority funds the County Service Planning Area (SPA) 8 Winter Shelter Program, sited within Long Beach for 144 beds initially, which was later increased to 169 in response to the El Nino storm surge. The program operates from November 2, 2015 – March 31, 2016 this season, opening one month earlier than prior years in response to El Nino. The provider, Long Beach Rescue Mission, has served up to 195 individuals, without turning anyone away.

In summary, the City of Long Beach provides the most comprehensive level of service, shelter and permanent supportive housing resources within the County of Los Angeles, because of its investment as a lead agency for the Continuum of Care Program. Long Beach plays a leadership role within the cities of SPA 8 for the Winter Shelter Program and County CES, and the Gateway Cities Council of Governments (COG) Homeless Strategy. Homelessness, and the planned responses to address the issue, must be regionally coordinated to have the greatest effectiveness. Albeit Long Beach is an independent CoC jurisdiction from the surrounding cities that are under the LAHSA driven CoC system, the Long Beach MSC continues to respond to the regional influx from surrounding areas where resources are not available or accessible. Additionally, a certain number of homeless people decline persistent outreach attempts to engage in services, shelter, permanent housing options or to participate in the seasonal Winter Shelter Program when beds are available, even during a storm surge. Long Beach continues to provide a response that is within our capacity and is reflective of our commitment to be proactive with addressing homelessness.

2) The City of Long Beach agrees that emergency supplies and equipment are a continuous need and more specifically to provide for the basic human needs of all people, including homeless people, during a storm surge event. The City maintains a robust emergency preparedness plan and regularly trains its employees on the protocols to mitigate special needs populations in the wake of a natural disaster. The MSC is incorporated as a key component within the City disaster planning efforts.

The Long Beach Continuum of Care, comprised of public and private partner agencies, provides outreach to vulnerable homeless populations, targeting hot spots and known areas of congregation at regular intervals, year-round and prior/during storm surges. The City maintains an interdepartmental work group to coordinate the City's response to homelessness in an effort to provide linkages to care and to maintain personal and public safety. Public Infrastructure related to the flood control channels are within the jurisdictional authority of Los Angeles County, however, the City of Long Beach homeless outreach

teams and Police Department officers regularly accompany the LA County Public Works maintenance employees in conducting maintenance of this regional infrastructure.

3) The City of Long Beach agrees that the County and its 88 Cities should evaluate and take steps to reasonably modify ordinances and regulations to promote the sheltering of people in response to storm surges, such as the anticipated El Nino event.

The City of Long Beach has sited emergency and transitional shelters within the City limits, and has invested significantly in the development of the 26 acre Villages at Cabrillo campus for over 1,300 units of shelter and affordable housing resources for homeless populations. Long Beach is the largest provider of homeless services within SPA 8 and has hosted the seasonal Winter Shelter Program for more than a decade. The LAHSA provides funding and oversight for the County-wide Winter Shelter Program, which was expanded in both operational periods and numbers of bed capacity across the County system in response to El Nino. In order to site this program, the Long Beach City Council must authorize a Resolution declaring a shelter crisis, as per California Government Code Sections 8698.1 and 8698.2. In making such a declaration, State law enables local jurisdictions to suspend local laws and regulations "to the extent that strict compliance would in any way prevent, hinder or delay the mitigation of the effects of the shelter crisis" for any City-owned, leased or maintained property. The seasonal Winter Shelter Program site requires this local declaration in order to ensure the winter shelter opens in a timely manner. This season, the Long Beach location opened one month early to operate from November 1, 2015 to March 31, 2016 in response to the anticipated El Nino storm surge. The program was initially funded for 144 beds and later expanded to 169 beds. The provider, Long Beach Rescue Mission, to date has not turned anyone away, serving up to 195 per-night in response to inclement weather and meeting the present population demand.

Additionally, LAHSA has funded a second Winter Shelter Program Site in the City of Inglewood with 100 beds to serve the SPA 8 region. The LAHSA is also preparing to provide weather dependent winter shelter sites to manage additional demand that exceeds the current Winter Shelter Program capacity on unincorporated County land, Athens Park, near the City of Compton.

4) The City of Long Beach Continuum of Care maintains 735 emergency and transition shelter beds for homeless individuals and families year-round and provides expedited siting of the County Winter Shelter Program during seasonal inclement weather for an additional resource of 169 - 195 bed nights.

Senate Bill 2, established in 2007, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. The shelter by right clause ensures that private entities can site shelter locations without special permits or administrative use permit restrictions in designated areas identified within the City Housing Element. The City of Long Beach has complied with SB 2, and has identified zoning codes whereby private entities could provide temporary shelter to people without homes.

5) The City of Long Beach takes great care regarding the importance to safeguard homeless residents, who, for various reasons, are unable to be accommodated in emergency shelters.

The SPA 8 Winter Shelter Program, located within Long Beach, and operated by the Long Beach Rescue Mission, does accommodate pets within the program, via the use of animal crates for dogs or other carriers for smaller animals.

6) The City of Long Beach agrees that an effective response to homelessness requires diverse community based partnerships. The Long Beach Continuum of Care represents a robust network of nonprofit and faith based partners, working together to best meet the needs of those experiencing homelessness within the jurisdiction.

The Long Beach system of care serves as a model for service delivery to meet the needs of homeless people, with a centralized intake center, coordinated shelter placement, housing first and rapid rehousing programs fully implemented. Long Beach experiences regional influxes from other areas countywide, as homeless persons come to Long Beach seeking assistance. Long Beach has prioritized regional interconnectivity strategies, namely through its collaborations within SPA 8 and with the Gateway Cities Council of Governments Homeless Strategy.

7) The City of Long Beach agrees that public outreach is an important component, to ensure that those who seek assistance are able to access it. The City of Long Beach has developed and implemented a City-wide outreach component, distributing Pocket Guide Resource Directories at every City facility, from the Street Outreach Network to the City Libraries to ensure every person in Long Beach is familiar with the MSC, the Villages at Cabrillo and other resources within the Long Beach CoC. The MSC and other CoC community-based agencies employ van shuttles to provide transportation access to ensure proper linkages to care. The Winter Shelter Program, operated by the County of Los Angeles can be accessed via the internet, by calling countywide 211, or by visiting the MSC, which is one of three pick up/drop off locations for the program.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick H. West", with a long horizontal line extending to the right.

PATRICK H. WEST
City Manager



Final
4-1-16
D100
Red

March 24, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

CITY OF MONROVIA'S RESPONSE TO THE INTERIM REPORT BY THE 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY ON INADEQUATE EL NIÑO PLANNING FOR THE COUNTY HOMELESS POPULATION

Dear Presiding Judge,

The City of Monrovia (City) is in receipt of the Interim Report by the 2015-2016 Los Angeles County Civil Grand Jury titled, *Inadequate El Nino Planning for County Homeless Population* (Report). Per Section VII of that document, please consider this correspondence as the City's official response to the interim recommendations included in the report.

IR1.3 AND IR1.4 NOT APPLICABLE TO THE CITY

After reviewing the contents of the Report, we have determined that IR1.3 and IR1.4 are not applicable to the City. Pursuant to **IR1.3**, the City does not have any ordinances and / or regulations that would impede the sheltering of people in public structures and facilities during an El Niño storm event. In addition, regarding **IR1.4**, the City does not have any ordinances or regulations that would block private entities from providing temporary shelter to people without homes.

COMMENTS REGARDING IR1.1, IR1.2, IR1.5, IR1.6, AND IR1.7

With regard to **IR1.1**, the City has engaged in efforts to identify buildings that could be used to shelter homeless people during an El Niño storm event. There are three shelters near Monrovia that have been identified by the City as sheltering options, including:

- *The Women's Room at Friends in Deed (444 East Washington Boulevard, Pasadena)* offers a safe daytime refuge for women who are alone, homeless, or at risk. From healthy meals, to writing workshops, to free showers, laundry services, to monthly haircuts and massages, the Women's Room is a resource available to those in Monrovia and the region.
- *Ascencia (1219 Los Angeles Street, Glendale)*, a non-profit organization based in Glendale, provides a shelter program with 80 beds and offers assistance for homeless single adults, as well as families, for those in Monrovia and the region.

- The East San Gabriel Valley Coalition for the Homeless (located at six sites throughout the San Gabriel Valley in West Covina, Glendora, Hacienda Heights, San Dimas, and Rowland Heights) offers a rotating shelter service available for those in Monrovia and throughout the San Gabriel Valley. Importantly, no one is turned away through the East San Gabriel Valley Coalition for the Homeless.

In reviewing **IR1.2**, the City has verified and confirmed that the Women's Room at Friends in Deed, Ascencia, and the East San Gabriel Valley for the Homeless do have the necessary supplies and equipment for the basic needs of people housed in the shelters during an El Niño storm event.

The City agrees with the findings contained in **IR1.5**, and we have teams mobilized through our Monrovia Area Partnership (MAP) and Community Emergency Response Team (CERT) programs that can be deployed to provide tents, tarps, and ponchos for people who cannot be accommodate in shelters. Our MAP program consists of over 150 community leaders who have been through an extensive City training program that are committed to civic engagement and volunteerism, while our CERT program participants are trained to mobilize and deploy in the event of emergencies such as an El Niño storm event.

One of the City's key responses to the homeless situation is identified in **IR1.6**, which involves partnering with nongovernmental entities to provide services and supplies. The Women's Room at Friends in Deed, Ascencia, and the East San Gabriel Valley Coalition for the Homeless are available resources to address homelessness, and we provide assistance as resources are made available.

As we have developed our response to the homeless situation, the City has engaged in local efforts similar to what is identified in **IR1.7**. We have publicized locally the resources available regarding shelter services, including through our social media platforms and through a weekly update newsletter published by the City. We also have the option of creating public service announcements through the City's cable television channel, KGEM.

I hope that the above outlined information is helpful to the Civil Grand Jury as part of the assessment of homelessness during an El Niño storm event. If you have any questions or need additional information, please feel free to contact me at (626) 303-5506 or via email at lvasquez@ci.monrovia.ca.us.

Best regards,


Lauren Vasquez
Deputy City Manager



CITY OF LA VERNE CITY HALL

3660 "D" Street, La Verne, California 91750-3599
www.ci.la-verne.ca.us

March 16, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Presiding Judge:

Please accept the City of La Verne's responses to the 2015-2016 interim recommendations made by the Civil Grand Jury which are contained in the Cities of Los Angeles County Inadequate El Nino Planning for the Homeless Population report as required by California Penal Code Section 933(c) and 933.05:

It should be noted that the City's response is provided under the context that the City of La Verne's estimated homeless population is less than 10 persons based on the County's of Los Angeles' last reported local count. Given the limited number, we believe the following is responsive to that population.

Cities should locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated if there are torrential rains:

Response: Agree; La Verne's City staff has designated the La Verne Community Center, Senior Activity Room, located at 3680 D Street as the primary location for a homeless shelter. This location has the appropriate ADA fixtures, access, and security features to shelter La Verne's homeless population.

Cities should determine what supplies, equipment, and staffing are needed to monitor shelter residents and provide basic human needs:



General Administration 909/596-8726 • Water Customer Service 909/596-8744 • Parks & Community Services 909/596-8700
Public Works 909/596-8741 • Finance 909/596-8716 • Community Development 909/596-8706 • Building 909/596-8713
Police Department 909/596-1913 • Fire Department 909/596-5991 • General Fax 909/596-8737

Response: Agree; the elements of this recommendation will be implemented using Red Cross and Tri-City Mental Health support services, and in-house staff from Community Services and Police Departments.

Cities should take steps to modify ordinances that would impede sheltering people in public facilities:

Response: Agree; this recommendation has been implemented. The City has no ordinances that would impede sheltering people in public facilities. The City will allow the use of alternate public facilities to shelter the homeless if the occupancy group classification for the facility is comparable to a shelter use and can provide basic human needs, but the occupancy load of the facility cannot increase.

Cities should waive ordinances and regulations that may block private entities from providing temporary shelter:

Response: Agree; this recommendation has been implemented. The La Verne General Plan and La Verne Municipal Code provide appropriate accommodation for emergency shelters, transitional and supportive housing, and single room occupancy (SRO) units. The City of La Verne has amended its Housing Element and Zoning Code to address these housing types per requirements of SB 2. The City has amended the City's Zoning Code to allow emergency shelters by-right in at least one zoning district, and to permit transitional and supportive housing in all residential zones by-right without any discretionary action, subject only to those regulations that apply to other residential dwelling units of the same type in the same zone. The City will allow private entities to shelter the homeless if the occupancy group classification for the facility is comparable to a shelter use and can provide basic human needs, but the occupancy load of the facility cannot increase.

Cities should purchase and provide tents, tarps, and ponchos for those who can't be accommodated in shelters to prevent hypothermia:

Response: Given the City's limited homeless population we respectfully disagree with this recommendation relative to our circumstances as we believe La Verne can accommodate our need within the other actions above.

Cities should make plans to partner with non-governmental entities to distribute supplies:

Response: Agree; this recommendation has been implemented. The City of La Verne will work with the Red Cross to distribute supplies at the shelter.

Cities should make public service announcements identifying the location of public shelters and information about public transportation:

Response: Agree; this recommendation has been implemented. The City's Public Information Officer will work with the Red Cross and provide shelter and transportation information to the public pursuant to the City's emergency operations protocol. The City will use our Nixle Community Alert System and other forms of social media to update the community during an emergency event.

The City of La Verne believes that the above responses adequately address the recommendations and required responses contained in the Civil Grand Jury's Interim Report for Inadequate El Nino Planning for the County's Homeless Population as required by California Penal Code Section 933(c) and 933.05.

If you have any questions or require additional information, please contact Hal Fredericksen, Community Development Director at 909-596-8706.

Sincerely

A handwritten signature in black ink, appearing to read "Bob Russi". The signature is stylized with a large, sweeping "R" and a cursive "B" and "R" following.

Bob Russi,
City Manager



City of **LYNWOOD**

A City Meeting Challenges

11330 BULLIS ROAD
LYNWOOD, CALIFORNIA 90262
(310) 603-0220



April 26, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street 11th Floor- Rm 11-506
Los Angeles, CA 90012

Subject: Response to Interim Report from the Los Angeles County Civil Grand Jury –
Inadequate El Nino Planning for County Homeless Population

The City of Lynwood is 4.9 square miles located between the cities of Long Beach and Los Angeles with a population of 71,371 residents (city-data.com 2013). The 2015 Greater Los Angeles Homeless County identified 234 homeless residents in the City of Lynwood.

Recognizing the need to address homelessness the City has taken great strides to assist Lynwood Homeless including partnering with local homeless services agencies in the surrounding area, including a homeless services task force bringing local stakeholders as well as homeless services agencies to the table.

The City has partnered with the Gateway Cities Council of Governments (GCCOG) and joined together to develop the Gateway Cities Homeless Strategy. GCCOG partnered with PATH Partners in 2008 to launch a region wide effort to address homelessness among the 27 cities and the unincorporated County areas. The COG also developed regional groups within the COG called Local Planning Areas (LPA) to reflect a more locally focused community engagement process. These LPA's have transitioned into Local Coordinating Alliances (LCA). The City of Lynwood is in LCA 3.

Recommendation Response:

IR1.1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

The City of Lynwood is a small bedroom community that is completely built out with limits vacant space and limited resources. Lynwood has partnered with the Gateway Cities Council of Governments (GCCOG) Homeless Strategy, L.A. County Homeless Services Authority (LAHSA) in addition to the City's Homeless Solutions Task Force.

This task force includes three homeless services providers (HOPICS, PATH, and Our Place Housing Solutions) as well as the Department of Mental Health, representation from the LA County Public Library, our Century Sheriff's Station, and other community stakeholders.

The Los Angeles County Homeless Services Authority (LAHSA) is statutorily charged with the provision of resources, including sheltering, for Los Angeles County in 85 of the 88 cities in the County.

IR1.2 *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment needs to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Nino event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

In anticipation of the forecasted El Nino event the Los Angeles County Homeless Services Authority (LAHSA) opened emergency shelters for homeless individuals from November to March. These "Winter Shelters" are designed specifically for homeless individuals who are living on the streets during inclement weather.

Lynwood's Homeless Solutions Task Force also made arrangements with a local shelter provider to pick up the homeless at designated locations, take them to the shelter during inclement weather, providing them the opportunity to have meal, shower, and warm place to sleep.

IR1.3 *The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

The City is working on ordinances to assist churches and other organizations that have or are interested in housing the homeless. Relaxing restrictions in health, fire, and other safety standards threatens all individuals' safety and quality of life. The City will ensure that all ordinances/restrictions that do not threaten the public's health and/or safety are enacted.

IR1.4 *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelters to people without homes.*

As stated in IR1.3 the City will ensure that all ordinances/restrictions that do not threaten the public's health and/or safety are enacted.

IR1.5 *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

As stated in IR1.1 the City has partnered with the Gateway Cities Council of Governments (GCCOG) and the Los Angeles Homeless Services Authority to provide services to our community. GCCOG was allocated \$1.2 to facilitate the creation of a sub-regional coordinated entry system to connect residents with emergency and long term housing. Elected Officials from all of the cities are working with the Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources.

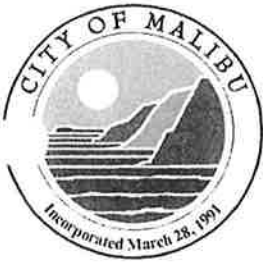
Our GCCOG Homeless Strategy involves coordinated contracts with PATH and Our Place Housing Solutions to provide services to our homeless. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and Los Angeles County. Our partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safety havens, transitional and permanent housing, and prevention including any necessary support services needed.

IR1.6 *The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

The GCCOG Homeless Strategy and LAHSA provide assistance with outreach to homeless individuals in the community. In addition, our local law enforcement personnel also assist in outreach and assistance.

IR1.7 *Public Service Announcement should be making throughout Los Angeles County about the location of public building shelters available to unsheltered people, including public transportation when needed.*

Public outreach is made through flyers distributed by our Block Watch representatives, Homeless Solution Task Force members, and law enforcement to provide the homeless with information about services available to them.



City of Malibu

23825 Stuart Ranch Road • Malibu, California • 90265-4861
Phone (310) 456-2489 • Fax (310) 456-3356 • www.malibucity.org

April 21, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shorridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

RE: Response to the 2015-2016 Los Angeles County Civil Grand Jury Report entitled "El Niño Planning for the County's Homeless Population"

Dear Judge Kuhl:

On December 28, 2015, the Los Angeles County Civil Grand Jury issued its interim report entitled "Inadequate El Niño Planning for County Homeless Population" (Report). The Report focuses on the inadequacy of efforts taken to provide reliable shelter to the County's homeless population in advance of the forecasted El Niño weather patterns. The Report concludes with the Grand Jury requesting a response from cities in the County to Report Recommendation Nos. IR1.1, IR1.2, IR1.3, IR1.4, IR1.5, IR1.6, and IR1.7.

The City of Malibu and our community continue to provide assistance to the homeless population in Malibu whenever possible, and the City provides the following information in response to the Grand Jury's recommendations:

IR1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Malibu does not operate any public facilities other than City Hall and the Michael Landon Community Center, located at Malibu Bluffs Park. Both facilities have a variety of existing functional limitations related to structure, design, size and fixtures that would limit daily operations and, as such, preclude their use for temporary housing. However, the City takes other actions to provide assistance to the homeless during El Niño events and throughout the year.

The City participated in the planning and production of Malibu Connect Day on October 28, 2015, where City, County, State, Federal and non-profit agencies provided free, one-stop services to people experiencing homelessness. Services and assistance included help with accessing public benefits, Medi-Cal enrollment, affordable housing, health

screenings, free haircuts, flu vaccinations, referrals to social services, emergency shelter and veterans' benefits. Attendees received a free boxed lunch and service kit. In addition to providing these much-needed services, it allowed the City the opportunity to open the line of communication with the homeless in our community in order to make future efforts more amenable to the individuals who need it most.

The City worked with Step Up on Second (Step Up), a Santa Monica-based non-profit organization, to develop an agreement whereby the City would provide a portion of its Community Block Development Grant (CDBG) funds to help fund a rehabilitation project for one of the organization's existing multi-unit residential facilities. Step Up, founded in 1984, provides a variety of services to people experiencing serious mental illness to help them recover, stabilize, and integrate into the community, including permanent supportive housing for low and moderate income individuals. Step Up currently operates 200 units of innovative, community-based supportive housing in Santa Monica and Hollywood. The City's CDBG funds were to be used by Step Up for much needed building rehabilitation projects and necessary upgrades. Step Up also agreed to send staff to Malibu to do outreach to Malibu's homeless population in efforts to place individuals into permanent housing. On December 14, 2015, the City Council adopted Resolution No. 15-69, authorizing the use of \$57,000 in CDBG funds for the Step Up on Second project. However, after authorization of the CDBG funds, the funds were frozen by the authorizing agency.

In addition, the City and County worked together to develop a shuttle service that would provide homeless individuals with transportation to shelters in Santa Monica and West Los Angeles during El Niño rain events. Due to Malibu's 22-mile length along the Pacific Ocean and Pacific Coast Highway (PCH), several locations were selected for shuttle pickup in order to service a greater number of homeless who might not have otherwise been able to reach a single pick-up site.

Finally, the Los Angeles County Sheriff's Department has organized homeless outreach operations throughout the City, including canyons both in the City and in the unincorporated Los Angeles County areas of Malibu. This outreach included geocoding encampments to aid in future rescue operations, if needed.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Malibu agrees with the recommendation that emergency supplies and equipment are a continuous need in the serving of housing and shelter-related resources for our homeless populations. Though the recommendation has not yet been implemented as specifically stated, the City is cognizant that a critical component toward determining what emergency supplies and resources are most needed must be to conduct a census count of

Malibu's homeless population. Toward that end, the City participated in the Greater Los Angeles County Homeless Count in early 2016. The project was a joint effort of Los Angeles County Sheriff's personnel, Malibu CART members, Pepperdine students, uniformed personnel, State Park Rangers, and other community groups and individual volunteers to accurately assess the number and location of the County's homeless population so that services can be budgeted and directed where needed.

Also relevant to this recommendation, it should be mentioned that the City's emergency plans are not resident-specific. To clarify, the City's Emergency Preparedness Plan does not make the distinction between homeless or housed-residents in outlining its operating procedures, and therefore ensures that these resources will be accessible to all those in need. The City of Malibu has a standing agreement with the American Red Cross, Los Angeles Region (AMR) to provide emergency shelter services at Malibu Bluffs Park in the event of a disaster situation, as well as a Memorandum of Understanding (MOU) with AMR to provide trained personnel to staff Red Cross shelters following a catastrophic disaster in the Los Angeles area. Both of these agreements could go into effect should the El Niño storms produce serious flooding or landslides in the Malibu area.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City's Housing Element provides the formal mechanism to accommodate housing that is inclusive for all, and to the extent City Hall and the Michael Landon Center were feasible for housing, the ability to use the facility exists. Regardless, these two City facilities are not conducive to housing.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason simply block private entities from providing temporary shelter to people without homes.

The City agrees with and takes seriously its obligation to provide housing opportunities for all populations through its long-range planning documents and zoning codes. We do not believe that there exists any City ordinance or regulation that would act as an impediment or would prevent private entities from providing temporary shelter to guests, homeless or otherwise. Nor do the City's ordinances or regulations prevent or even limit residents from inviting visitors or the homeless into their homes and accessory structures. The same is true for the City's commercial businesses.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City agrees that it must take steps to safeguard homeless residents that cannot be accommodated in emergency shelters and, as noted above, is implementing this recommendation through the provision of supplies. The City's Emergency Services Department maintains disaster supply caches in six locations throughout the City that include food and shelter provisions for emergency and disaster situations. The City maintains these supplies to be made available to members of the public, including the homeless, as the need arises. In addition, the Sheriff's Department maintains supplies, including blankets and water, at the Malibu-Lost Hills Station specifically earmarked for the homeless.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City is proud to partner with community action groups formed with the specific purpose of supporting Malibu's homeless population by providing assistance and resources, including the Community Assistance Resource Team (CART) and the Malibu Interfaith Group. These and other groups have assisted with homeless counts and provide ongoing services including meals and transportation to the homeless population. We have actively discussed their availability to assist in any City operations to support the homeless in our community.

The Sheriff's Department, acting on behalf of the City, works with the Veterans Administration (VA), People Assisting the Homeless (PATH), and Ocean Park Community Center (OPCC) when assisting the homeless population in Malibu. OPCC received a grant specifically to service Malibu (beyond their standard Santa Monica boundary) and sends a Registered Nurse twice a week to Malibu. The Sheriff's Deputy who manages homeless operations in Malibu takes the nurse to camps where he has identified individuals with medical issues. The Sheriff's Department and OPCC are in the process of placing two individuals in facilities.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Malibu agrees with the importance of communicating with residents and the public relative to the locations of public shelters. The City does so through its website, government television channel and social media, and through local faith-based organizations.

Throughout 2016, the City's Public Works Department, in coordination with the Emergency Services Coordinator, have attended meetings of the City Council and Public Works Commission to provide El Niño preparation updates. The City will continue to publicize local homeless resources via public service announcements on the City's website, social media and other resources identified.

The City of Malibu, its partner agencies, and community organizations remain committed to providing services to the homeless population living in our community.

Sincerely,



Jim Thorsen
City Manager

Cc: Mayor Rosenthal and Honorable Members of the Malibu City Council
Bart Benjamins, Foreperson, Los Angeles County Civil Grand Jury



City of Maywood

4319 East Slauson Avenue • Maywood, California 90270
Tel: (323) 562-5700 • Fax (323) 773-2806

March 30, 2016

The Honorable Carolyn B. Kuhl
Superior Court of Los Angeles
Civil Grand Jury
210 W. Temple Street #13
Los Angeles, CA 90012

RE: Inadequate El Niño Planning for County Homeless Population Interim Report

Dear Judge Kuhl:

I write you today on behalf of the City of Maywood Interim City Manager Pedro Carrillo, in response to the Civil Grand Jury's (CGJ) Inadequate El Niño Planning for County Homeless Population Interim Report (IR) released in December 2015. City of Maywood staff has prepared a response to all recommendations in the IR as is required by California Penal Code Section 933 (C) and 933.5. Additionally, staff has provided responses to the CGJ Homeless Survey found in the appendix of the IR.

If you should have any questions or concerns, please feel free to contact City of Maywood Project Manager, Andre Dupret at (323) 562-5721 or via e-mail at andre.dupret@cityofmaywood.org.

Sincerely,

Enrique Vega
Assistant to the Interim City Manager



City of Maywood Responses To:

Los Angeles County Civil Grand Jury Interim Report on the Inadequate EI Niño Planning for County Homeless Population; and Homeless Survey Questions

City's Recommendations:

IR1.1. The City owns several vacant buildings, which can be utilized as temporary emergency shelters when necessary.

IR1.2. When necessary, the City will coordinate with the County and the City's mutual aid partners to provide for the basic human needs of the people housed in the City's temporary emergency shelter(s).

IR1.3. The City has noted this recommendation and will do what it can to take the necessary action(s) to modify ordinances and regulations that would impede the sheltering of individuals within the context of the Interim Report.

IR1.4. In the event it becomes necessary, the City will ease ordinances and regulations that may block private entities from providing temporary shelter to people without homes.

IR1.5. Due to budgetary constraints, the City must rely on the County and mutual aid partners for provisions and services to assure that unsheltered people remain dry and avoid hypothermia.

IR1.6. The City, with assistance from the Los Angeles County Sheriff's Department, is developing plans to partner with non-governmental entities to distribute supplies and services.

IR1.7. The City makes public service announcements through its newsletter and on its website.

Homeless Survey Questions:

1. How significant, using numbers, is the homeless problem in your city?
2. Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have

you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

3. Does the City have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? Is so, could you provide us with a copy of this plan?
4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?
5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?
6. Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

City's Answers to Homeless Survey Questions:

The City does not have a comprehensive homeless emergency shelter program in place nor does it maintain homeless emergency shelters or provisions to serve the needs of a homeless population in the event of temperature events and rainstorms.

However, homelessness does exist within the City. On a scale of 1 to 10, with 10 being the most severe level of homelessness in the City, Maywood's number would be about 5. Small pockets of activity tend to be concentrated at certain retail centers along the City's two main commercial corridors, primarily at or near the intersection of Atlantic Blvd. and Slauson Ave., and at other isolated locations throughout the City such as Riverfront Park along the Los Angeles River embankment, some industrial areas, and at the railroad tracks along Randolph Street. Although no official homeless count has been conducted by the City, it is believed that no more than 10 homeless individuals reside within the city limits at any given time.

According to data maintained by the Los Angeles County Sheriff's Department, East Los Angeles Division which serves the City of Maywood, homeless activity has remained constant, with seasonal high and low swings, during the past twelve months. It should be noted that the lack of any significant El Nino related weather events during the 2015-2016 rainy season has resulted in minimal demand or need for emergency sheltering.

Current efforts to address and mitigate homeless activity in the City involves intervention by Los Angeles County Sheriff public safety personnel and City staff. Intervention measures include the distribution of referral information on temporary shelter facilities near the City of Maywood, assistance in locating health services and crisis intervention programs available through the County and not-for-profit organizations, and the Los Angeles County Department of Mental Health Mobile Triage Team.

The City is currently working with the Los Angeles County Sheriff's Department to develop a plan to address the homeless issue within the City. The development of the plan will involve not only input from the Sheriffs and City staff, but from leaders and stakeholders in the community, homeless specialists, health advisors and care givers. The resulting plan would be a functioning, living document that will help to mitigate homelessness within the City of Maywood and contribute to the goal of eradicating homelessness throughout the region.

Primary City Contact: Andre Dupret
 Project Manager
 (323) 562-5721
 Andre.dupret@cityofmaywood.org



Filed
4-1-16
D100
REV

March 24, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

CITY OF MONROVIA'S RESPONSE TO THE INTERIM REPORT BY THE 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY ON INADEQUATE EL NIÑO PLANNING FOR THE COUNTY HOMELESS POPULATION

Dear Presiding Judge,

The City of Monrovia (City) is in receipt of the Interim Report by the 2015-2016 Los Angeles County Civil Grand Jury titled, *Inadequate El Nino Planning for County Homeless Population* (Report). Per Section VII of that document, please consider this correspondence as the City's official response to the interim recommendations included in the report.

IR1.3 AND IR1.4 NOT APPLICABLE TO THE CITY

After reviewing the contents of the Report, we have determined that IR1.3 and IR1.4 are not applicable to the City. Pursuant to **IR1.3**, the City does not have any ordinances and / or regulations that would impede the sheltering of people in public structures and facilities during an El Niño storm event. In addition, regarding **IR1.4**, the City does not have any ordinances or regulations that would block private entities from providing temporary shelter to people without homes.

COMMENTS REGARDING IR1.1, IR1.2, IR1.5, IR1.6, AND IR1.7

With regard to **IR1.1**, the City has engaged in efforts to identify buildings that could be used to shelter homeless people during an El Niño storm event. There are three shelters near Monrovia that have been identified by the City as sheltering options, including:

- The Women's Room at Friends in Deed (444 East Washington Boulevard, Pasadena) offers a safe daytime refuge for women who are alone, homeless, or at risk. From healthy meals, to writing workshops, to free showers, laundry services, to monthly haircuts and massages, the Women's Room is a resource available to those in Monrovia and the region.
- Ascencia (1219 Los Angeles Street, Glendale), a non-profit organization based in Glendale, provides a shelter program with 80 beds and offers assistance for homeless single adults, as well as families, for those in Monrovia and the region.

- The East San Gabriel Valley Coalition for the Homeless (located at six sites throughout the San Gabriel Valley in West Covina, Glendora, Hacienda Heights, San Dimas, and Rowland Heights) offers a rotating shelter service available for those in Monrovia and throughout the San Gabriel Valley. Importantly, no one is turned away through the East San Gabriel Valley Coalition for the Homeless.

In reviewing **IR1.2**, the City has verified and confirmed that the Women's Room at Friends in Deed, Ascencia, and the East San Gabriel Valley for the Homeless do have the necessary supplies and equipment for the basic needs of people housed in the shelters during an El Niño storm event.

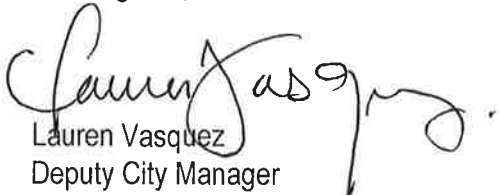
The City agrees with the findings contained in **IR1.5**, and we have teams mobilized through our Monrovia Area Partnership (MAP) and Community Emergency Response Team (CERT) programs that can be deployed to provide tents, tarps, and ponchos for people who cannot be accommodate in shelters. Our MAP program consists of over 150 community leaders who have been through an extensive City training program that are committed to civic engagement and volunteerism, while our CERT program participants are trained to mobilize and deploy in the event of emergencies such as an El Niño storm event.

One of the City's key responses to the homeless situation is identified in **IR1.6**, which involves partnering with nongovernmental entities to provide services and supplies. The Women's Room at Friends in Deed, Ascencia, and the East San Gabriel Valley Coalition for the Homeless are available resources to address homelessness, and we provide assistance as resources are made available.

As we have developed our response to the homeless situation, the City has engaged in local efforts similar to what is identified in **IR1.7**. We have publicized locally the resources available regarding shelter services, including through our social media platforms and through a weekly update newsletter published by the City. We also have the option of creating public service announcements through the City's cable television channel, KGEM.

I hope that the above outlined information is helpful to the Civil Grand Jury as part of the assessment of homelessness during an El Niño storm event. If you have any questions or need additional information, please feel free to contact me at (626) 303-5506 or via email at lvasquez@ci.monrovia.ca.us.

Best regards,


Lauren Vasquez
Deputy City Manager



ALVAREZ-GLASMAN & COLVIN

ATTORNEYS AT LAW

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March 29, 2016

Via Email to civilgrandjury@lacourt.org

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California

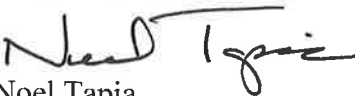
Re: Responses to LA Civil Grand Jury Interim Report Policy Recommendations

Dear Presiding Judge,

Our office serves as the City Attorney for the City of Montebello (the “City”). Enclosed hereto are the City’s responses to the Los Angeles County Civil Grand Jury Interim Report’s policy recommendations. The City Council adopted the responses at its March 23, 2016 City Council meeting.

Should you have any questions regarding the City’s responses, please do not hesitate to contact me.

Very truly yours,



Noel Tapia

NT/lis
Enclosures

City of Montebello

Response to 2015-16 Civil Grand Jury Interim Report on El Niño Planning for
County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Montebello does not own or control buildings that may currently serve as shelter for the homeless. This recommendation would require the City to engage in a lengthy and costly inventory of privately owned buildings throughout the City. Accordingly, the City of Montebello respectfully rejects this recommendation due to cost and time constraints.

However, the City employs a more focused approach by utilizing the existing resources and working closely with local agencies/organizations that facilitate needed services for those in need. The City of Montebello is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term, as such working with the City's partners will help in ensuring that assistance through our collaborative efforts with local organizations is provided to the homeless population. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs; although there are individual city efforts taking place to address the needs of local homeless populations, the City work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of

Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two

homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

D) City of Montebello

The City of Montebello does not have an emergency shelter facility within the city limits; however the city addresses the needs of homeless residents through partnerships with local shelters and agencies. During fiscal year 2015-2016 the City awarded the following CDBG funds in support of programs providing shelter, food, clothing, and motel and gas vouchers to homeless individuals and families.

- \$15,000 to Heart of Compassion through CDBG funds to support programs for the homeless. Heart of Compassion provides food and employment training to homeless program participants. The organization also provides family living, nutrition, and parenting classes.

- \$5,000 in CDBG funding to the East San Gabriel Valley Coalition for the Homeless. The ESGVC provides emergency and transitional shelter programs; alleviates hunger by providing food; assists with basic daily needs such as clothing, hygiene, and transportation. The ESGVC also partners with local agencies and churches to provide food and shelter to the homeless. The Coalition contacts and arranges for the different church sites for a two-week stay and transports the clients to each site. It coordinates the thousands of volunteers who provide food, clothing, hygiene kits, soap, and towels for the showers and other supplies.

- \$5,000 in CDBG funding is provided to The Whole Child, a nonprofit organization that provides comprehensive mental health services, parent enrichment and housing services to children and their families. Funds are also used to provide emergency shelter and transitional housing to Montebello residents or families who require such assistance.

The City of Montebello receives an annual allocation of HOME Investment Partnership Act (HOME) funds from the Department of Housing and Urban Development to develop affordable housing programs in accordance with the federal regulations. Partnership Housing has requested that the City provide funding in the amount of \$809,020 from the City of Montebello's available HOME

funds for the development of two sites for the purpose of developing four (4) affordable single-family homes.

The City supports other government and economic opportunities for low- and moderate-income residents. The City has focused on the creation of jobs for low- and moderate- income persons through capital improvement projects, and projects related to the Whittier Boulevard Corridor Revitalization (funded by Section 108 loan funds). Programs related to housing improvement, homeless shelters, supporting the County's rental assistance program, and funding affordable housing creation have resulted in housing the homeless and improving the living conditions of the elderly and low-income families.

The City has supported, and will continue to support, a City youth employment program offering summer youth employment benefitting low-income households. The City's youth employment program offers youth an opportunity to acquire job skills and work experience. The City's Department of Parks and Recreation partners with United States Department of Agriculture (USDA) and State Department of Education, Child Nutrition Services, to conduct the Summer Food Service Program (SFSP) for children ages 1 – 18 years. As a Free Lunch Program, children who qualify receive a well-balanced nutritious meal throughout the summer or during school break sessions.

The Rio Hondo Temporary Shelter provides a variety of services and programs designed to assist homeless persons and families. The Salvation Army Bell Shelter offers emergency shelter, transitional housing, case management, and health care services. City staff refer homeless individuals to the Bell Shelter to ensure all individuals and families in need of services receive the assistance needed. The Bell Shelter is one of the primary homeless shelters in SPA 7 which offer not only emergency and transitional housing, but counseling and programs to address emotional and psychological barriers. Other housing and supportive services in SPA 7 include Southern California Alcohol and Drug Program, Women and Children Crisis Shelter, Su Casa Ending Domestic Violence, and the Los Angeles County Department of Children and Family Services.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

Please see response to Recommendation NO.IR1.1 above. The City of Montebello agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population, thus permits shall be granted to qualifying Montebello-

based, nonprofit service groups and organizations, as well as voluntary, charitable, health and welfare agencies that provide support or support health and welfare services to individuals. Such services must directly benefit human beings, whether children, young, adults, or the aged, the ill and infirm, or the mentally or physically handicapped. Such services must consist of care, research or education in the fields of human health or social adjustment and rehabilitation; relief of victims of natural disasters and other emergencies; or assistance to those who are impoverished and therefore in need of food, shelter, clothing, education and basic human welfare services. The City also allows for all officers and employees of this city, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who, by agreement or operation of law, including persons impressed into service under the provisions of Section 2.48.070(E), may be charged with duties incident to the protection of life and property in this city during such emergency, shall constitute the emergency organization of the city. Additionally, the City allows for metal prefabricated structures to be used to house emergency (disaster) equipment and supplies in any zone and shall not be considered a habitable structure for zoning purposes; provided, that such shelter shall not be used for any other purpose than emergency equipment and supply shelter.

The City of Montebello is a participant in the Los Angeles Continuum of Care. The city is served by SPA 7 located in the East Los Angeles Area. The needs of homeless persons in the city and the surrounding area are served through a network of agencies and service providers including LAHSA, the City, the Montebello Police Department, the school districts in the area, and social service agencies. In addition, the city has participated in the LAHSA 2016 Greater Los Angeles Homeless Count and has participated in previous homeless counts. In coordination with LAHSA, the City of Montebello identified the homeless population with the assistance of volunteers to help secure and direct resources where they are most needed. Furthermore, the City of Montebello counts on a variety of nonprofit organizations to provide shelter, food, and emergency supplies through partnerships with regional agencies. The Mexican American Opportunity Foundation provides food and resources to those in need through a partnership with the Los Angeles Regional Food Bank. Our Lady of the Miraculous Medal Parish provides food distribution through St. Joseph Center Food Pantry. Also, the Armenian Relief Society of Western U.S.A helps homeless individuals by providing services by multilingual social workers in the following languages in addition to English: Armenian, Arabic, Farsi, French, Russian, and Spanish which helps to overcome language barriers thus providing assistance to a wider range of individuals in need.

Potrero Heights Park Community and Senior Center provides the community with social, recreational, and educational activities. The Montebello Senior Center provides a hot lunch to low income individuals as well as information and referrals. The Senior Nutritional Lunch Program is provided in partnership with the Los Angeles County and YWCA San Gabriel Valley. Lunch is available weekdays Monday – Friday for seniors ages 60 and older with a suggested donation of \$2.00. Meals are served on a first come – first serve basis.

Montebello Police Department works with numerous county agencies in support of the Emerald Necklace Task Force. The task force conducts outreach, makes direct contact and provides options for crisis housing, benefits and other services for persons living in places not meant for human habitation. Homeless encampments along the Emerald Necklace pose a threat to the health and safety of homeless individuals especially during heavy rainfall. Montebello Police Department collaborates with the Department of Mental Health (DMH) to provide outreach to the community. One Department of Mental Health works in Montebello every Monday and Tuesday with a full-time officer assigned with the DMH clinician to ensure that homeless individuals contacted in the field receive the resources available to find shelter and support.

During the 2015 – 2016 program year and upcoming program years, the City will continue to fund and support public services agencies that provide a range of supportive services, including services to address the needs of homeless and near-homeless persons and families and general supportive services for low-income persons and families. The City will continue to interface with and support the Los Angeles County Department of Public Social Services, the United Way of Greater Los Angeles, and the Los Angeles Department of Mental Health.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Montebello respectfully rejects this recommendation as providing health, fire and other safety services is essential to the community. The City is unable to compromise or reduce these standards, particularly in an event like El Niño. Health and Safety regulations are put in place to protect lives and we cannot endanger the lives of those seeking shelter and the many volunteers operating these facilities. However, the City believes its zoning code provides the flexibility to provide shelter for the homeless population. For example, the City's Municipal Ordinance No. 2364 permits transitional, temporary and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's M-1 Light Manufacturing zones. In total, approximately 57% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City takes great care and time in engaging its constituents when making decisions that impact City land use regulations and policies. Any changes to the City ordinances and regulations are fact specific procedures the City employs to improve the City's landscape. The recommended policy suggests immediate action to amend the City's current zoning code and regulations. The City cannot commit to taking such immediate action without following its normal procedure, which includes engaging the community in the process, to amend its zoning code and regulations. Accordingly, the City of Montebello respectfully rejects the waiving of ordinances and regulations... [that] block private entities from providing shelter to people without homes. As described in detail above, the City has flexible zoning codes to address homelessness. Approximately 57% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Montebello cannot implement this recommendation in its entirety. The City does not have the financial resources to purchase and provide tents, tarps and ponchos to people who cannot be accommodated in shelters. The City of Montebello, however, agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City, in its capacity regularly opens Heating/Cooling Centers in the Potrero Heights Park Community and Senior Center. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters. Homeless persons and those threatened with homelessness in the City of Montebello are served through a network of agencies serving the homeless, social services agencies, churches, City departments, and other county health and social services departments. The Coordinated Entry System (CES) unites regional providers working collaboratively to house chronically homeless individuals. People Assisting the Homeless (PATH) is the lead operating agency of the CES framework that brings together the coordination of county and federal resources from agencies such as the Department of Mental Health, Department of Health Services, housing authorities, and the Department of Veterans Affairs to cities including Montebello. In collaboration with PATH and Gateway Connections, the City of Montebello is able to assist homeless individuals find shelters that accept pets and available space in emergency shelters within the region.

Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Montebello has been implementing this recommendation and agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City supports the Gateways to Housing regional approach to coordinate resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

Homeless and near-homeless families are served by two programs targeting families with children: Homeless Family Solutions System and First 5 LA Supportive Housing Program. The former serves homeless and near homeless families through a network of homeless service plans in an effort to remove them from homelessness. The First 5 LA Supportive Housing Program is targeted to address families with children from birth to 5 years old with housing and supportive services. The Whole Child agency works with these family programs.

Homeless veterans and their families are served by two programs: HUD- Veterans Affairs Supportive Housing (HUD-VASH) and Supporting Services for Veteran Families (SSVF). The HUD-VASH combines Housing Choice Voucher rental assistance with case management and clinical services provided by the Department of Veterans Affairs. PATH manages the allocation of VSH vouchers. The SSVF program focuses on providing permanent rental housing as quickly as possible while providing for access to supportive services. The Bell Shelter applied for a grant to provide SSVF services for a three-year period.

The City of Montebello 2015 - 2020 Consolidated Plan includes adopted goals to assist homeless individuals and families. During the five-year plan period, the City expects to receive approximately \$666,180 annually in CDBG funding, and \$211,802 annually in HOME funding, for a five-year total estimated at \$4,389,910. The City uses CDBG funds for public services, public improvements, housing activities, code enforcement, Section 108 loan repayments, and planning and administrative costs. The CDBG program's primary objective is to develop viable urban communities by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low and moderate income. Funds can be used for a wide array of activities, including the general funding categories of housing, homelessness, public services, public improvements, and economic opportunities. The Consolidated Plan goals in regards to homelessness include: Assist homeless, at risk for homelessness, and special needs populations with supportive services; promote economic opportunities; preserve and improve existing public services for low- and moderate-income and/or special needs households. The Strategic Plan

includes sections on barriers to affordable housing, homelessness strategy, anti-poverty strategy, public housing, and monitoring.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Montebello has been implementing this recommendation to ensure these services are readily available to those in need. The City agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. The City will be more proactive in ensuring that a broad range of useful information that provides citizens access to emergency shelters, temporary shelters, transportation, job assistance and food banks. Along with providing information on the City website, many of the City's partners provide announcements through flyers, social media, outreach teams, and website postings. Collaboration between the City and nonprofit organizations provides a wide network of public service announcements that reach Montebello and Los Angeles County individuals in need of services.

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov



City Council

Peter Chan
Mitchell Ing
Stephen Lam
Hans Liang
Teresa Real Sebastian

City Clerk

Vincent D. Chang

City Treasurer

Joseph Leon

April 4, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: Request for Response - Inadequate El Niño Planning for County Homeless Populations

Dear Presiding Judge Kuhl,

This letter is in response to the request for answers to items IR1.1 – IR1.7 as directed in the interim report, *"Inadequate El Niño Planning for County Homeless Populations; an Interim Report by the 2015-2016 Los Angeles Civil Grand Jury"*.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Monterey Park has several facilities that can accommodate individuals who might get displaced by the torrential rains. However, they are not homeless specific.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

If there is an El Niño type event, our safety personnel will address all of those individuals displaced, including their personal items. Supplies and equipment needed are determined on a case by case matter, depending upon the circumstances.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Monterey Park does not plan on relaxing the restrictions for health, fire nor other safety standards. These standards are put in place to protect property and lives and we will not intentionally endanger those we serve.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City of Monterey Park does not plan on relaxing the restrictions for health, fire nor safety standards. These standards are put in place to protect property and lives and we will not intentionally endanger those we serve.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Monterey Park already has emergency plans in place and has the ability to purchase additional supplies if needed.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Monterey Park works closely with many non-governmental entities. These relationships are essential in the time of need.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Monterey Park has many communication tools available, including our website, newspapers, e-newsletters, Twitter, Nixle, cable access channel etc. Unfortunately, many of these venues do not reach the homeless. The City will continue to strive to improve communication to reach everyone as best as possible.

I hope this information has assisted your efforts. If you have questions regarding this letter, please contact me directly at (626) 307-1255 or via email at ptalbot@montereypark.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul L. Talbot", with a stylized flourish at the end.

Paul L. Talbot
City Manager

LEONARD SHRYOCK
Mayor
MICHAEL MENDEZ
Vice Mayor
THERI KELLEY
Councilmember
MARCEL RODARTE
Councilmember
LUIGI VERNOLA
Councilmember
MICHAEL J. EGAN
City Manager



12700 NORWALK BLVD., P.O. BOX 1030, NORWALK, CA 90651-1030 * PHONE: 562/929-5700 * FACSIMILE: 562/929-5773 * WWW.NORWALK.ORG

March 3, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to Interim Report by the 2015-16 Los Angeles County Civil Grand Jury – Inadequate El Niño Planning for County Homeless Population

The City of Norwalk appreciates the concern of the Los Angeles County Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's Homeless population. The City of Norwalk acknowledges the recommendations by the Civil Grand Jury in its Interim Report and provides this letter to respond to the recommendations.

The City of Norwalk is a member of the Gateway Cities Council of Governments (GCCOG), which is made up of 28 cities in southeast Los Angeles County, the County of Los Angeles, and the Port of Long Beach. The GCCOG region is home to over two million people and many of the cities within the region have been identified as disadvantaged communities that are struggling to provide basic local services to their community. Cities within the GCCOG region are impacted by homelessness and recognized, that individually, each city did not have the resources to meaningfully address the homeless issue on their own.

Every January, the County of Los Angeles together with GCCOG member cities work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point-in-time count of people who are homeless in each city. According to the official count conducted in January 2015, 3,571 individuals were found to be homeless in the Gateway Cities region – 352 in Norwalk.

Recognizing the need to address homelessness, the GCCOG member agencies joined together in an ongoing coordinated effort to combine resources to respond and reduce the number of homeless in the GCCOG region. In 2008, the GCCOG partnered with People Assisting The Homeless (PATH) and the Corporation For Supportive Housing to develop the Gateway Cities Homeless Strategy. The Executive Summary of the Homeless Strategy is attached for your reference. The Homeless Strategy is more than creating shelter during significant weather events. It is an all-encompassing plan that in part:

- Addresses the factors that lead to homelessness.
- Identifies existing services and interim housing within the GCCOG region.
- Enhances government-wide collaboration to leverage limited local funds to secure other forms of funding including homeless prevention, Emergency Food and Shelter Program funds, and Section 8 Home Funds.
- Creates and implements a multi-year plan to increase the stock of permanent supportive housing.

The City of Norwalk believes the GCCOG Homeless Strategy provides a long-term approach to address homelessness and meets the intent of the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Report Recommendations:

Interim Recommendation 1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response to Interim Recommendation 1.1

The interim recommendation has not yet been implemented but will be implemented in the future through a regional approach as explained further below. There is no current timeframe for implementation. The City of Norwalk understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's Homeless population. The City of Norwalk, along with other cities in Southeast LA County, has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient as it is a regional issue that requires a regional

approach. At the time of incorporation, most cities were not set up, nor funded, as health and welfare organizations. The County, on the other hand, was and serves this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address this issue, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health. Below is a summary of the efforts of the various agencies:

A. Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and LA County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B. Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections.

The 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. The Gateway Cities Council of Governments (COG) Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job

training, and basic healthcare services. The Gateway's Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C. Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual city boundaries.

D. City of Norwalk

The City of Norwalk allocates annual funding to address the needs of homeless residents. Norwalk provides \$67,270 in funding to the various Social Service agencies to offer specialized services including mental health services, shelter services, medical and legal services.

Interim Recommendation 1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response to Interim Recommendation 1.2.

- The recommendation has been implemented in that Red Cross shelters or other resource agency shelters provide needed supplies and equipment for all persons admitted to such shelters. In terms of shelters providing space for personal items and that they be staffed by Department of Health employees and patrolled by police, the shelters are staffed by third party non-profit organizations and not the City. Therefore that portion of the recommendation cannot be implemented by the City since the shelters are not under the control of the City. Nevertheless, as explained below, LAHSA's winter shelter system does provide support services in addition to shelter services.

The City of Norwalk understands emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Niño flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the Southeast LA County area are part of LA County Operational Areas for Emergency Management. Once, an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated.

Also, in a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelter for people who are homeless during the months of November through March. This "winter shelter" system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, clothing, and support services. Additionally, the GCCOG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms.

Interim Recommendation 1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response to Interim Recommendation 1.3.

The recommendation to modify ordinances that impede the sheltering of people in public structures and facilities has already been implemented and the City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during the El Niño event. The City, however, disagrees with the recommendation to relax restrictions in health, fire and other safety standards and therefore this portion of the recommendation will not be implemented because it is not reasonable. The City of Norwalk understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Norwalk Municipal Code was amended in 2014 to bring the City into compliance with Senate Bill 2. In fact, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. Ordinance No. 14-1657, amended the City's zoning code to permit transitional and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

In addition, under Ordinance No. 14-1652, emergency and temporary shelters are also allowed by right and conditionally in the industrial (M-1 and M-2) zones. In total, approximately 54% of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals – regardless of public or private ownership or operation.

However, the City of Norwalk respectfully disagrees with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Health and Safety regulations are put in place to protect lives and we cannot endanger the lives of those seeking shelter and the many volunteers operating these facilities.

Interim Recommendation 1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response to Recommendation 1.4.

The recommendation has already been implemented. As indicated in the Response to Recommendation 1.3, the City of Norwalk already amended its Municipal Code to comply with SB 2 and the City has no ordinances or regulations that block private entities from providing temporary shelter to people without homes. Approximately 54%

of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation.

Interim Recommendation 1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response to Interim Recommendation 1.5.

The interim recommendation will not be implemented because there is no funding. The City of Norwalk understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. The City provides funding in the amount of \$12,750 annually to The Whole Child for the provision of Homeless Services which includes referrals to the Service Planning Area (SPA) 7 Family Solution Center to assist homeless families with children. Moreover, the City regularly opens Cooling Centers as part of the city's emergency response plan. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters on the City's website and at the Social Services Center.

The City regularly works with PATH Partners, Gateway Connections to help identify and address the needs of homeless individuals in the Gateway region. As part of the Gateway Cities Homeless Action Plan, PATH, along with the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and the Whittier First Day, have joined together to address chronic homelessness.

The City works directly with Our Place Housing Solutions to bring to the city mobile medical services specifically designed for chronically homeless persons. The City is an active participant in the SPA 7 Homeless Coalition, which is comprised of a network of agencies working together to identify resources available to assist homeless persons.

Furthermore, as described in the City's response to Recommendation 1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

Interim Recommendation 1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response to Recommendation 1.6.

The City incorporates herein its response to recommendation 1.5. Nevertheless, the City of Norwalk agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system's umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

Interim Recommendation 1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response to Recommendation 1.7.

The interim recommendation has already been implemented. The City of Norwalk agrees public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City, through its partner PATH, and LAHSA have been providing outreach efforts in person to homeless residents that have been identified in encampments and hotspots. Homeless information is also available on the City's website, local newspapers and social media channels in an effort to provide information about cold weather shelters, shuttles available and other resources. In addition, the City continuously publicizes the Gateways to Housing Outreach Hotline through social media, website, press releases, public service announcements, flyers, newspaper ads, and at the Social Services Center and the Senior Center.

In conclusion, this completes the response of the City of Norwalk, which have been reviewed, commented upon, and approved by the Mayor and City Council at the March 1, 2016 City Council meeting.

Sincerely,



Michael J. Egan
City Manager



PALMDALE

a place to call home

March 16, 2016

JAMES C. LEDFORD, JR.
Mayor

STEVEN D. HOFBAUER
Mayor Pro Tem

MIKE DISPENZA
Councilmember

ROXANA MARTINEZ
Councilmember

FREDERICK THOMPSON
Councilmember

38300 Sierra Highway

Palmdale, CA 93550-4798

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Auxiliary aids provided for

communication accessibility

upon 72 hours notice and request.

Presiding Judge
Los Angeles County Superior Court
Clara Shortage Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor - Room 11 – 506
Los Angeles, CA 90012

Presiding Judge,

On December 23, 2015, the City of Palmdale received a written request from the Los Angeles County Civil Grand Jury to respond to seven specific questions as they relate to an Interim Report by the 2015 – 2016 Los Angeles Civil Grand Jury regarding inadequate El Nino Planning for County Homeless Population. The following are responses to those questions as contained in Section II. Recommendations.

IR1.1 – Based on detail provided as a result of the 2015 annual count of homeless within the City of Palmdale, City staff and its community partners have identified public and private buildings that could serve as shelter should there be a need. These facilities include buildings made available by the County of Los Angeles.

IR1.2 – Facilities within the City of Palmdale have been identified and will provide accommodations as outlined in this item. City staff have met and discussed with the County of Los Angeles staff their role with regard to assisting should there be a need. City staff have met with our local law enforcement personnel and they are prepared to provide service to facilities when put into operation.

IR1.3 – City of Palmdale staff have met with the City Attorney's office and the City Building Official and the City is prepared to make accommodations to meet the need should it arise without having to modify City ordinances or regulations.

IR1.4 - City of Palmdale staff have met with the City Attorney's office and the City Building Official and the City is prepared to make accommodations to meet the need should they arise without having to modify City ordinances or regulations for facilities provided by our community partners.

IR1.5 – The City of Palmdale through its South Antelope Valley Emergency Services (SAVES) program will make available tents, tarps, ponchos, air mattresses, blankets, pillows and sleeping bags for up to 40 individuals as a last resort to protect them from the elements should the need present itself.

IR1.6 – The City of Palmdale staff have met with its local partners and identified four locations, including two City facilities, as distribution points. These facilities are located in areas with a higher homeless population.

IR1.7 – The City of Palmdale staff on a regular basis communicate to the public through various means including Public Service Announcements and Social Media. Staff also provides information at community events and to groups the availability of emergency services provided by the City of Palmdale's SAVES program. City employees also communicate to the homeless population at times when making contact in the field and ensure that these individuals are aware of the City's various programs including the SAVES program and resources provided by other agencies including for transportation.

The City of Palmdale is actively working to make a difference in affecting change among the homeless population within our community. We have made an effort to provide vouchers for emergency housing for families, transitional housing for emancipated youth, permanent housing for our homeless veterans and to also partner with community groups who can offer and provide services that many of our homeless population require.

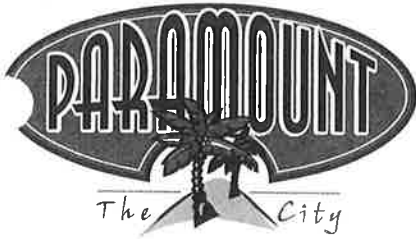
El Nino Planning for County Homeless Population
Page 3

We appreciate your efforts to raise awareness regarding the effect of the El Nino event on the unsheltered population. We as an organization will continue to work with our community partners to be prepared to serve those in need, when required during an El Nino event.

Sincerely,



James Purtee
City Manager



DARYL HOFMEYER
Mayor

PEGGY LEMONS
Vice Mayor

GENE DANIELS
Councilmember

TOM HANSEN
Councilmember

DIANE J. MARTINEZ
Councilmember

City Manager's Office
(562) 220-2225

March 23, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: CGJ HOMELESS RECOMMENDATIONS RESPONSE

Dear Presiding Judge:

In response to the recommendations made by the Los Angeles County Civil Grand Jury Report on Planning for the County Homeless Population for the El Niño Event, the City of Paramount offers the following:

Recommendation No. IR1.1 – *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ (Civil Grand Jury) from the expected torrential rains.*

The City of Paramount is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is both impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County of Los Angeles, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

Recommendation No. IR1.5 – The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Paramount agrees that it is of utmost importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. As mentioned previously, the City coordinates care and services for the homeless population through the Gateway Cities COG and non-governmental organizations (Kingdom Causes and PATH). These groups provide for fundamental needs such as temporary shelter, food, healthcare, and other services.

Recommendation No. IR1.6 – The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

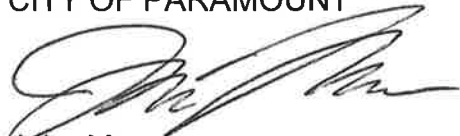
The City of Paramount agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. Because Paramount, like most other cities in Los Angeles County, is not a health and welfare organization, it relies on the Gateway Cities COG and non-governmental organizations to provide care and services to the local homeless population on its behalf. Services include: temporary shelter, motel vouchers, meals, showers, healthcare, and job assistance.

Recommendation No. IR1.7 – Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Paramount agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. Again, the City of Paramount partners with the Gateway Cities COG and non-governmental organizations to provide outreach to the homeless population to help them understand services that are available, including: temporary shelter, motel vouchers, meals, shower, healthcare, and job assistance.

The City of Paramount appreciates the opportunity to comment on the Los Angeles County Civil Grand Jury Report on Planning for the County Homeless Population for the El Niño Event. If you have any questions regarding the responses provided, please contact Assistant City Manager, Kevin Chun at (562) 220-2022.

CITY OF PARAMOUNT



John Moreno
City Manager



CITY OF
Palos Verdes Estates

OFFICE OF
THE MAYOR

RECEIVED

MAR 21 2016

**OFFICE OF
PRESIDING JUDGE**

February 23, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations Contained in the Los Angeles County Civil Grand Jury's Report on El Niño Planning for the County's Homeless Population

Dear Judge Kuhl:

On December 28 2015, the Los Angeles County Civil Grand Jury issued its interim report entitled "Inadequate El Niño Planning for County Homeless Population." The Report focuses on the inadequacy of efforts taken to provide reliable shelter to the County's homeless population as the anticipated El Niño weather pattern approaches. At the conclusion of the Report, the Grand Jury requested a response from the City to Recommendations R1.1, R1.2, R1.3, R1.4, R1.5, R1.6 and R1.7. We appreciate the opportunity to provide the following responses to these Recommendations in accordance with Penal Code §933.05.

By way of background, the City of Palos Verdes Estates is a suburban community encompassing approximately five square miles. The City's population of approximately 13,500 people resides primarily in single-family residences. There are 5,000 such residences in the City. The City also has two small commercial plazas with professional and other commercial businesses that focus on serving the surrounding residents. The City has windy, narrow and hilly streets with few sidewalks and no signals or street lights.

Current surveys show that Palos Verdes Estates does not currently have any homeless residents. This is likely due to the City's isolation on the peninsula, the lack of late-night businesses, and the lack of lighting and other facilities. The City's leadership, however, recognizes the significance of the homeless situation in our neighboring cities and throughout southeast Los Angeles County — both generally and as the El Niño storm pattern approaches.

Given the transitory nature of homeless residents and the indistinguishable borders between our cities, the City continues to support regional efforts for housing the homeless. Most recently, on September 22, 2015, the City's leadership urged the Los Angeles County Board of Supervisors to fund the homeless programs offered by People Assisting the Homeless (PATH), which provides a combination of services leading to housing, including rapid re-housing assistance,

strategic outreach, and other supportive housing services. The City also supports the South Bay Cities Council of Governments in its regional drive to provide more services to the South Bay's homeless population.

Recognizing the potential severity of the approaching El Niño weather pattern and its impact on homeless residents, the City is also participating in the Palos Verdes Peninsula Disaster Preparation Task Force, which includes representatives from other cities, the school district, and non-governmental organizations. The goal of the task force is to keep residents informed and prepared in the event of potential disasters. The current focus of the task force is on emergency preparedness specifically as it pertains to accommodating the homeless in advance of the approaching El Niño storms.

The City responds to the specific recommendations in the Report as follows:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Palos Verdes does not operate any public facilities other than City Hall. City Hall has a variety of existing functional limitations related to structure, design, size and fixtures that can limit daily operations and as such, preclude its use for temporary housing. Through the Palos Verdes Peninsula Disaster Preparation Task Force, discussions continue relative to the use of private churches and school district facilities, including classrooms and gymnasiums, as potential locations for housing the homeless.

Additionally, since 1979, the Neighborhood Church, St. Frances Church and several other neighboring churches outside the City have provided vouchers to homeless in the general range of \$15.00 to \$25.00. These vouchers are redeemable at the City's Police Department for cash and are especially critical in times of emergency as they allow homeless residents to secure food, supplies and temporary shelter. Additionally, St. Frances Church provides gift cards to the local grocery store.

Regionally, the City is actively supporting the South Bay Cities Council of Governments' efforts, in coordination with the County of Los Angeles, to fund and build housing by an agreement with PATH.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Palos Verdes Estate agrees that providing emergency supplies and equipment to the homeless will be critical as the El Niño weather pattern approaches. The City is implementing this recommendation by making emergency supplies available at the City's police and fire stations. Additionally, the City is providing sand bags to address water and debris flow.

The City is also working with its regional partners, including PATH and the Los Angeles County Homeless Services Authority, to assist in the provision of supplies and equipment to homeless residents.

IR1.3. The County and its 88 cities should immediately takes steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Palos Verdes Estates housing element provides the formal mechanism to accommodate housing that is inclusive for all, and to the extent City Hall was feasible for housing, the ability to use the facility exists. Regardless, City Hall, as the only facility operated and maintained by the City, is not conducive to housing.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason simply block private entities from providing temporary shelter to people without homes.

The City agrees with and takes seriously its obligation to provide housing opportunities for all populations through its long-range planning documents and zoning codes. We do not believe that there exists any City ordinance or regulation that would act as an impediment or would prevent private entities from providing temporary shelter to guests, homeless or otherwise. Nor do the City's ordinances or regulations prevent or even limit residents from inviting visitors or the homeless into their homes and accessory structures. The same is true for the City's commercial businesses.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City agrees that it must take steps to safeguard homeless residents that cannot be accommodated in emergency shelters and, as noted above, is implementing this recommendation through the provision of supplies. The Palos Verdes Estates Police Department maintains a supply of ponchos and emergency thermal blankets in the City's cache for emergency and

disaster situations. The City intends to make those supplies available to members of the public, including the homeless, as the need arises.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The Palos Verdes Estates Police Department will make its emergency supplies available and in conjunction with the Palos Verdes Peninsula Disaster Task Force is implementing a plan to distribute those supplies to homeless residents on an as needed basis. Additionally, the City is partnering with LAHSA, PATH, other neighboring public safety agencies and non-governmental entities including the Red Cross and several local faith based organizations, to distribute necessary supplies to those in need. Through the Task Force we are also able to coordinate an appropriate response to any needs that may arise.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Palos Verdes Estates agrees with the importance of communicating with residents and the public relative to the locations of public shelters. The City does so through its website, the City's bulletin board outside City Hall, through local faith based organizations, and other electronic communication channels as we are apprised from the County and other agencies as to their locations.

We thank you for the opportunity to respond to the Report. Should you have any further questions or desire any further information, please contact me or City Manager Anton Dahlerbruch.

Sincerely,



James F. Goodhart, Mayor
City of Palos Verdes Estates

c: Honorable City Council
Bart Benjamins, Foreperson
Anton Dahlerbruch, City Manager
John C. Cotti, Assistant City Attorney

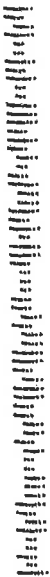
City of Palos Verdes Estates

340 PALOS VERDES DRIVE WEST
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Bart Benjamins, Foreperson
Los Angeles County Civil Grand Jury
Stanley Mosk Courthouse
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David W. Armenta
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Bob J. Archuleta
Councilmember

Gustavo V. Camacho
Councilmember

Brent A. Tercero
Councilmember

March 29, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Court
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, California 90012

**SUBJECT: RESPONSE TO INTERIM REPORT BY THE 2015-2016 LOS ANGELES
CIVIL GRAND JURY – INADEQUATE EL NIÑO PLANNING FOR
COUNTY HOMELESS POPULATION**

The City of Pico Rivera appreciates the concern of the Los Angeles County Civil Grand Jury (CGJ) related to the impact the forecasted El Niño storms will place on the County's Homeless population. The City of Pico Rivera acknowledges the recommendations by the CGJ in its Interim Report and provides this letter to respond to the recommendations.

The City of Pico Rivera is a member of the Gateway Cities Council of Governments (GCCOG) which is made up of 28 cities in southeast Los Angeles County, the County of Los Angeles, and the Port of Long Beach. The GCCOG region is home to over two million people and many of the cities within the region have been identified as disadvantaged communities that are struggling to provide basic local services to their community. Cities within GCCOG region are impacted by homelessness and recognized that, individually, each city did not have the resources to meaningfully address the homeless issue on their own.

In January of each year, the County of Los Angeles, together with GCCOG member cities, work within the Los Angeles Homeless Services Authority (LAHSA) to perform point-in-time count of people who are homeless in each city. According to the official count conducted in January 2015, 3,571 individuals were found to be homeless in the Gateway Cities region—131 in Pico Rivera.

Recognizing the need to address homelessness, the GCCOG member agencies joined together in an ongoing coordinated effort to combine resources to respond and reduce the number of homeless in the GCCOG region. In 2008, the GCCOG partnered with

People Assisting the Homeless (PATH) and the Corporation For Supportive Housing to develop the Gateway Cities Homeless Strategy. The Executive Summary of the Homeless Strategy is attached for your reference. The Homeless Strategy is more than creating shelter during significant weather events. It is an all-encompassing plan that in part:

- Addresses the factors that lead to homelessness.
- Identifies existing services and interim housing within the GCCOG region.
- Enhances government-wide collaboration to leverage limited local funds to secure other forms of funding including homeless prevention, Emergency Food and Shelter Program funds, and Section 8 Home Funds.
- Creates and implements a multi-year plan to increase the stock of permanent supportive housing.

The City of Pico Rivera believes the GCCOG Homeless Strategy provides a long-term approach to address homelessness and meets the intent of the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Report Recommendations:

RECOMMENDATION NO. IR1.1

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response

The City of Pico Rivera does not own or control buildings that may currently serve as shelter for the homeless. This recommendation would require the City to engage in a lengthy and costly inventory of privately owned buildings throughout the City. Accordingly, the City of Pico Rivera respectfully rejects this recommendation due to cost and time constraints.

The City of Pico Rivera is in agreement with the Los Angeles Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, these work in coordination with two

specific lead agencies: LAHSA and the GCCOG Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A. Los Angeles Homeless Services Authority (LAHSA)

LAHSA is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of 88 cities in the County (Long Beach, Glendale, and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles Continuum of Care, which is the regional planning body that coordinates housing, and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs to provide shelter, housing and services to homeless persons in the City of Los Angeles and Los Angeles County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B. Gateway Cities Council of Governments (GCCOG) Homeless Strategy – Gateway Connections

The City of Pico Rivera is a member of the GCCOG which is made up of 28 cities in southeast Los Angeles County, the County of Los Angeles, and the Port of Long Beach. Cities within the GCCOG region are impacted by homelessness and recognized that each city on its own did not have the resources to effectively address homelessness. In 2008, the GCCOG partnered with People Assisting the Homeless (PATH) and the Corporation For Supportive Housing to develop the Gateway Cities Homeless Strategy, which combines the resources of all GCCOG member agencies to respond and reduce the number of homeless within the region. The 28 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, Federally-funded approach. The GCCOG Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the GCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and

other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateway's Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates within the 28-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid, to short-term sheltering, to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C. Los Angeles County Department of Public Health (DPH)

DPH protects health, prevents disease, and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH case workers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connection cities are located in SPA 7, which tabulated a 27% increase in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual city boundaries.

D. City of Pico Rivera

The City of Pico Rivera allocates annual funding to address the needs of homeless residents and those that may be vulnerable to becoming homeless. Pico Rivera provides \$100,136 in funding to the various social service agencies that offer specialized services including mental health services, shelter services, medical, and legal services. Also, the City works closely with our local homeless service provider, Whittier First Day, and the lead provider, PATH, as identified through the GCCOG Homeless Strategy, to coordinate on-the-ground outreach efforts to homeless persons within Pico Rivera. Homeless persons are identified by reports the City receives from the general public or from City staff and officials.

RECOMMENDATION NO. IR1.2

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in the buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

Please see response to Recommendation No. IR1.1 above. The City of Pico Rivera acknowledges emergency supplies and equipment are a continuous need in serving of housing needs for the homeless population. The City's emergency plans, which include severe weather events, are not residence-specific, so that in the event of an emergency anyone who is in need of assistance will be helped, per disaster plan protocol; no identification or residency information would be required to enter Red Cross shelters or other resource agency shelters. Cities in southeast Los Angeles County are part of the Los Angeles County Operational Areas for Emergency Management. Once an emergency is declared, emergency response plans will come into effect and coordinated efforts with the Red Cross and other non-project organizations will be activated.

Also, in a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelters for homeless persons during the months of November through March. This "winter shelter" system is designed specifically for people living outside without proper shelter who are encountering inclement weather, and provide shelter, food, clothing, and support services. Additionally, the GCCOG Homeless Outreach Team has been doing ongoing street outreach in collaboration with the Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the Rio Hondo and San Gabriel Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms.

RECOMMENDATION NO. IR1.3

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Pico Rivera acknowledges the importance of reasonably modifying ordinance and regulations that would impede the sheltering of people in public

structures and facilities during the El Niño event. The City is mindful of its role of using discretion and the implementation of “common sense” practices in the enforcement of regulations and safety standards during an emergency, however the City of Pico Rivera respectfully rejects this recommendation as providing health, fire and other safety services is essential to the community. The City is unable to compromise or reduce these standards, particularly in an event like El Niño. Health and Safety regulations are put in place to protect lives and we cannot endanger the lives of those seeking shelter and the many volunteers operating these facilities.

In addition, the City believes its zoning code provides the flexibility to provide shelter to the homeless population. For example, to ensure compliance with the State’s Senate Bill 2 requirements, the City of Pico Rivera amended its zoning code to permit transitional and supportive housing facilities in all residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas. The City also amended its zoning code to permit emergency shelters by right and conditionally within an overlay zone, bounded by Beverly Boulevard to the north, Union Pacific Railroad to the south, Tobias Avenue to the west and San Gabriel River to the east, to facilitate their development regardless of public or private ownership or operation. The location was selected due to proximity to transportation, public services, and the underlying uses that could more easily accommodate the use.

RECOMMENDATION NO. IR1.4

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Pico Rivera agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As indicated within the response to Recommendation No. IR1.3, the City of Pico Rivera amended its Municipal Code to comply with SB 2 to allow transitional and supportive housing in residential zones by right, without special permits or approvals, and emergency shelter, by right or conditionally, within the above described area.

In regards to future actions, the recommended policy suggests immediate action to amend the City’s current zoning code and regulations. The City cannot commit to taking such immediate action without following its standard procedures, which includes engaging the community in the process, to amend its zoning codes. Accordingly, the City of Pico Rivera respectfully rejects the waiving of ordinances and regulations that block private entities from providing shelter to people without homes.

RECOMMENDATION NO. IR1.5

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Pico Rivera cannot implement this recommendation in its entirety. The City does not have the financial resources to purchase and provide tents, tarps and ponchos to people who cannot be accommodated in shelters. The City of Pico Rivera agrees that it is of paramount importance to safeguard homeless resident who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Cooling Centers as part of the city's emergency response plan. The City provides funding in the amount \$26,944 annually to The Whole Child for the provision of Homeless Services which includes referrals to the Service Planning Area (SPA) 7 Family Solution Center to assist homeless families with children. Additionally, the City regularly works with PATH Partners through Gateway Connections to help identify and address the needs of the homeless individuals in the Gateway Cities region. As part of the Gateway Cities Homeless Action Plan, PATH, along with the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day, have joined together to address chronic homelessness. The City works directly with Whittier First Day to bring mobile outreach services specifically designed for chronically homeless persons. Furthermore, as described in the response to Recommendation No. IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing, and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Pico Rivera agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents, and has been implementing this recommendation through a regional partnership. The City is proud of the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual non-profit/non-governmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

RECOMMENDATION NO. IR1.7

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Pico Rivera has been implementing this recommendation through the aforementioned partnerships. As mentioned in the response to Recommendation No. IR1.2, the GCCOG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the San Gabriel and Rio Hondo Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms. Weekly collaborative outreach began in early October 2015 and is ongoing.

The City of Pico Rivera appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Report recommendations. If you need further assistance, please feel free to contact me at rbobadilla@pico-rivera.org or at (562) 801-4379.

Sincerely,



René Bobadilla, P.E.
City Manager

RB:BM:CG:em

Attachment:

- 1) Executive Summary of the Homeless Strategy

Executive Summary

Background

In July 2008, the Gateway Cities Council of Governments (GCCOG), in partnership with PATH Partners and with the support of the County of Los Angeles, launched a region-wide effort to address homelessness among the 27 cities and the County unincorporated areas in its region. The goal of the initiative, known as the **Gateway Cities Homeless Strategy**, is to develop a community-driven, practical strategy that will effectively respond to and reduce the number of homeless persons in the GCCOG region.

Over the past eight months, PATH Partners has performed a comprehensive assessment of resources in the GCCOG region, which includes obtaining an inventory of existing services and housing, identifying underserved groups and sub-regions, engaging city and community stakeholders, exploring existing funding allocations and developing community education and engagement strategies.

The findings gathered through the process have resulted in a set of "Guiding Principles" which embody the values of the Gateway Cities and express their desired goals for creating services and approaches that effectively respond to homelessness in their cities:

- **Locally-driven:** Solutions that are developed with local expertise, planning and oversight
- **Multi-sector:** Engages stakeholders from different sectors of the community
- **Outcomes:** Results-based efforts to address homelessness
- **Partnerships:** Foster creative and strategic partnerships and alliances

These principles have provided the essential framework for developing a multi-sector, regional strategy for the GCCOG, and will continue to guide cities and community stakeholders in their future planning and implementation efforts.

With guidance from the GCCOG, PATH Partners divided the Gateway cities into four Local Planning Areas (LPA's) to facilitate the presentation of data and the collection of community feedback, and to begin the community engagement process. The four LPA groups are comprised of the following cities:

- LPA 1: Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Lynwood, Maywood, South Gate, Vernon
- LPA 2: Avalon, La Mirada, Montebello, Pico Rivera, Santa Fe Springs, Whittier
- LPA 3: Artesia, Bellflower, Cerritos, Compton, Downey, Norwalk, Paramount
- LPA 4: Hawaiian Gardens, Lakewood, Long Beach, Signal Hill

Multiple meetings were held with city and community stakeholders in the four groups to identify and rank the priority service and housing needs in each group. Additionally, the initiative gathered stakeholder feedback on existing homeless services, gaps, under-served regions and sub-groups, and opportunities/challenges through a community survey, key informant interviews, focus groups, and community meetings. The responses and findings from city and community stakeholders helped to inform and determine the priority areas and actions recommended in the Gateway Cities Homeless Strategy.

Executive Summary (cont.)

*The Gateway Cities Homeless Strategy:**Engaging the Community and Integrating Services on the Local Level*

There were two prevailing themes that city and community stakeholders voiced strongly throughout the community engagement process of this initiative, themes that were commonly expressed and passionately articulated through planning meetings, surveys, interviews and focus groups.

The first theme was that in order for local or regional efforts to succeed, **everyone has to get involved and play a part in addressing homelessness**. Further education is needed to show how each individual, community sector, and city has a vested interest and responsibility to help end homelessness, which will result in a greater quality of life for homeless persons and the overall community.

The second theme is that cities and stakeholders overwhelmingly agree that current efforts are not well coordinated and that **there is a great opportunity, and a great necessity, for diverse sectors of the community to coordinate and collaborate more effectively on solutions to homelessness as well as on accessing additional resources**. This coordination and collaboration should take place on multiple levels, including: cities with other cities, cities with the County, and cities with diverse sectors in their communities, including businesses, service providers, faith groups and residents.

Based on these priorities, an effective strategy for the GCCOG region needs to have very strong community engagement components which will ensure that the strategy has the necessary community "buy-in" to launch new efforts and actions, and the required support to sustain on-going programs and expansions in communities.

The strategy is comprised of 11 recommended actions which fall into four main categories:

LEAD – actions aimed at building the necessary leadership to oversee the development, funding, implementation and evaluation of the strategy.

ENGAGE – actions that involve various sectors of the community to foster community support and "buy-in" for strategy and efforts.

COLLABORATE – actions aimed at getting stakeholders to work together to reach common actions and goals.

IMPLEMENT – actions which describe actual programs and approaches of the strategy that will directly serve the needs of homeless people in the community.

The first three categories (LEAD, ENGAGE and COLLABORATE) provide recommended actions that will build the leadership and infrastructure required to plan, develop and successfully start up the proposed programs and services presented in the IMPLEMENTATION category of the strategy.

Executive Summary (cont.)

LEAD

Identify an existing or new regional or local leadership entity: This entity will be responsible for overseeing all aspects of a regional homeless strategy, including decisions on funding, planning, implementation and evaluation. The apolitical entity will adhere to a defined set of responsibilities, which may include: performing a regular regional homeless count and service inventory, and securing staffing and financial resources to sustain the strategy's planning and implementation efforts.

Designate a "Homeless Coordinator" for each city: Each Gateway city will assign a "Homeless Coordinator" position, either a new or existing staff person, who will be responsible for coordinating homeless planning and implementation efforts in their city. The position will be the primary liaison between the leadership entity and the individual cities for all issues related to services and housing for the homeless.

ENGAGE

Form a stakeholder regional homeless alliance: The alliance, consisting of stakeholders from multiple sectors of the community (including but not limited to businesses, faith groups, law enforcement, providers, city officials, housing developers, residents and homeless individuals), will assist in guiding and partnering with the leadership entity in the development and implementation of the regional strategy.

Implement "Connections" strategies to engage the community: The strategy will incorporate actions to combat "NIMBY (not in my backyard)-ism" through positive community engagement and partnership development, paving the way for increased support for homeless services and housing developments.

Develop a public education campaign: To ensure the greatest level of support for the strategy, a public education campaign will be implemented to effectively communicate what will be accomplished through the strategy and how the community will see visible, measurable outcomes to getting people off of the streets. Also, the campaign will help debunk stereotypes about who the homeless are, and emphasize how helping the homeless results in improved quality of life and safer cities for everyone.

COLLABORATE

Develop plans for enhanced government-wide collaboration: Greater governmental partnerships should be built to leverage existing resources and strengthen the GCCOG's political influence to obtain its "fair share" of funding and resources. Partnerships can be strengthened on several levels, including: inter- and intra-departmental city partnerships, partnerships between different cities, and partnerships between Gateway cities and Los Angeles County.

Some potential opportunities that may be explored for collaboration include:

⇒ Leverage the already committed \$1.2 million of County HPI funds to secure matching

Executive Summary (cont.)

dollars from individual cities.

- ⇒ Explore the feasibility of the GCCOG cities seeking their own pro rata need share amounts through HUD.
- ⇒ Explore opportunities to secure funding from the American Recovery and Reinvestment Act of 2009 (President's Stimulus Package funds). New funds will be made available to Gateway cities in several areas, including: homeless prevention, Emergency Food and Shelter Program (EFSP) funds, Section 8, HOME funds, CSBG and neighborhood stabilization.
- ⇒ Organize and coordinate the GCCOG cities to apply for additional funding as more competitive multi-city collaborations.

Implement one concrete, multi-sector homeless event or action: The strategy will propose concrete actions that are focused on integrating services and resources across agencies and departments, including government departments, service providers, faith groups and the business community. One example of an effective action that has produced demonstrated results in several communities are "homeless connect days". The event was originally created by the City of San Francisco to bring together hundreds of volunteers to engage the homeless in their city and connect them to needed services all on one day, including health and dental care, food, housing, case management, mental health services, substance abuse treatment and many other supportive services and resources. This model event has been replicated in multiple cities across the nation, and has engaged thousands of volunteers and assisted thousands of homeless individuals in connecting to essential services.

<http://www.projecthomelessconnect.com>

IMPLEMENT

Four implementation actions are proposed as part of the Gateway Cities Homeless Strategy, which are Homeless Prevention Services, First Responders Program, Interim Housing and Permanent Supportive Housing. These areas, although listed below as separate items with distinct goals and outcomes, are all very closely intertwined and form a mini-"homeless strategy" in a locality or region that effectively assists homeless individuals and families to move from the streets into housing and long-term independence.

In an ideal world, it would be recommended that each of the LPA groups of the GCCOG region should implement programs in all four areas. However, given the realities of funding limitations and varying degrees of political will and community will, it is expected that local cities will determine the best approaches for their own cities. Some cities may choose to begin with implementing a First Responders Program, while other cities may start with enhancing the Interim Housing beds in their city. As cities gradually begin to build the capacity of their own cities to assist the homeless, they will be able to expand upon their existing services as more funding, political will and community will becomes available.

Homeless Prevention Services: There is a dramatically increasing need for homeless prevention services within the GCCOG to assist families and individuals who are on the brink of losing their houses and becoming homeless. One of the most effective approaches of alleviating the growing homelessness crisis is to prevent evictions from occurring. The overarching goals of homeless prevention services are to prevent the immediate threat of

Executive Summary (cont.) 

eviction and stabilize families over time to reduce the risk of homelessness. Some prevention services include: rental subsidies, utilities assistance and eviction prevention programs.

The GCCOG region will create a minimum of 2 new homeless prevention programs over the next 12 months to provide prevention services to the homeless in the Gateway Cities. A target goal is to have a total of 4 programs formed (one in each of the four group areas of the GCCOG region), over the next 3-5 years to provide accessible prevention services to those in need. Each homeless prevention program will serve 500 unduplicated individuals annually, providing screening and assessments, prevention programs and housing assistance.

First Responders Program: Form geographic-based street outreach team(s) that serve as "first responders" and coordinate with local law enforcement, service providers, hospitals, businesses and others who have contact with homeless persons. Teams can be comprised of staff and/or volunteers, and can be multi-disciplinary, utilizing staff from mental health providers, substance abuse treatment providers, county agencies, and faith groups.

The GCCOG region will create a minimum of 2 new outreach teams over the next 12 months to provide outreach services to the Gateway Cities. A target goal is to have a total of 4 teams operating (one in each of the four group areas of the GCCOG) over the next 3-5 years to provide more accessible outreach services. Each outreach team will engage 80 new unduplicated homeless individuals and assist them in connecting to services annually.

Interim Housing: Develop a strategy to "rapidly re-house" individuals into interim (temporary) housing, with the end goal of long-term housing. This approach will be linked to the street outreach teams, and will focus on intensive housing and placement assistance at the beginning of a client's entry into interim housing, and will include linkages to housing subsidies, rental assistance programs and other supportive services. Cities/communities should place special emphasis on connecting existing interim beds and programs to street outreach, homeless prevention services, permanent supportive housing and other supportive services to ensure that homeless individuals and families access the full range of resources they need to secure and maintain long-term housing.

The GCCOG region will create a minimum of 2 new interim housing programs (30-40 beds per program) over the next 12 months to provide interim housing for the homeless. A target goal is to have a total of 4 new interim housing programs (one in each of the four group areas in the GCCOG region) over the next 3-5 years to provide housing for people in need. Each new program will serve 100 unduplicated homeless individuals annually, providing them with housing, case management and assistance in connecting to long-term housing opportunities and supportive services.

Executive Summary (cont.)

Permanent Supportive Housing (PSH): Create and implement a multi-year plan to increase the stock of PSH units in the GCCOG region. A proposed goal for the total GCCOG region is to invest in the creation of 215 units of PSH over the next five years (2010 to 2014). The goal is based on an assessment of the available funding resources the GCCOG will be able to realistically access to support the creation of new PSH units.

Additionally, a plan will be developed for acquiring further rental vouchers and/or creating more subsidized housing in the region for homeless families and single adults who do not require supportive housing but do require affordable housing in order to end their homelessness as they transition out of interim housing.

THE CITY OF POMONA

LINDA C. LOWRY
City Manager

Office of the City Manager



April 11, 2016

Hon. David S. Wesley,
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

RE: City of Pomona Response to the 2015-16 Civil Grand Jury Interim Report regarding El Nino Planning for County Homeless Population

Dear Judge Wesley:

On behalf of the City of Pomona, I am pleased to provide our response to the Interim Recommendations (IR) made by the 2015-2016 Los Angeles County Civil Grand Jury on the status of El Niño Planning for County Homeless Population. Though the report was published on December 31, 2015, due to apparent confusion regarding the City's email address, the City of Pomona did not receive notification of the report until March 2016. In an e-mail dated March 2, 2016, Bart Benjamins, Foreperson for the 2015-2016 Los Angeles County Civil Grand Jury, provided the City of Pomona with the Interim Report and an extended response due date of April 15, 2016.

The Interim Report on El Niño Planning for Homeless Populations contains seven items, numbers IR1.1 – IR1.7 each requiring specific responses. The enclosed "City of Pomona Response to the 2015-16 Civil Grand Jury Interim Report" addresses each item in detail.

The City of Pomona is genuinely committed to providing for the welfare of all those living within the City, including those who find themselves experiencing homelessness. Please contact me if you have any questions regarding the City's response.

Sincerely,


Linda Lowry
City Manager

CITY OF POMONA

RESPONSE TO 2015-2016 CIVIL GRAND JURY INTERIM REPORT: INADEQUATE EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION April 11, 2016

Submitted by: Linda Lowry, City Manager
Prepared by: Chris Millard, Risk Manager
Benita DeFrank, Neighborhood Services Manager
Brad Johnson, Planning Manager
Jan Cicco, Homeless Services Coordinator
Mike Osoff, Community Services Manager
Andrew L. Jared, Assistant City Attorney

INTRODUCTION

The City of Pomona is pleased to assist the Civil Grand Jury in its review of the County-wide response to homelessness as it pertains to planning for significant precipitation events which are more commonly associated with the El Niño weather pattern.

To address the needs of the public during significant storm events, such as those which could occur in the El Niño weather pattern, and other emergency events, the City of Pomona has a FEMA approved Emergency Operation Plan (EOP) in place¹. Such plan applies to all residents of Pomona, including those who are experiencing homelessness. The EOP is specific and detailed for declared emergencies.

In addition, the EOP provides a basis for an approach, which has been simplified and modified, for an appropriate response to a non-declared emergency in the event a natural act, such as that which may be presented by the El Niño weather pattern. In the event of an extreme event or life threatening situation, including acts of nature resulting from the El Niño weather pattern, the City of Pomona has an **El Niño Specific Response Plan (ENSRP) for people experiencing homelessness**. The City of Pomona recognizes that homeless persons are particularly vulnerable to extreme temperatures, flooding, and for those staying on hillsides, to mudslides or landslides.

City of Pomona El Niño Specific Response Plan (ENSRP)

The ENSRP, as detailed in this response to the Civil Grand Jury Interim report, addresses anticipated factors to be expected during weather events, while at the same time allowing the City of Pomona to retain the flexibility to modify procedures and/or organization structure as necessary to accomplish the mission in context of a particular scenario or experienced weather pattern.

The mission, in the event of an El Niño event presenting a danger to unsheltered homeless people, is **“to effectively provide for the safety and basic needs of homeless individuals.”** Basic needs include temporary shelter, food, water, sanitation and the efficient delivery of such services.

¹ Please reference Enclosure - The City of Pomona Emergency Operation Plan

Such standards for the provision of such basic needs include:

- basic barracks style shelter,
- provision of at least two basic meals a day,
- snack items,
- hygiene items for men, women, seniors and children,
- two quarts of water per day per person,
- human sanitation needs, including toilets and washing facilities, and
- providing these basic needs within a safe environment.

The ENSRP has been reviewed by City of Pomona Risk Management, Planning, Community Services and Housing divisions, Office of the City Attorney, and the Homeless Services Unit.

Activation of the ENSRP

The City of Pomona Risk Manager monitors NOAA, NWS Oxnard, and Cal OES for weather forecasts. These sources provide for projections as well as information on current and emerging weather situations. When an El Nino specific event is projected or emerging, the activation protocol calls for the City of Pomona Risk Manager to notify the City Manager who will then activate the appropriate City Departments to implement the ENSRP.

Reading this Document

This document is organized by response elements identified in the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on El Niño Planning for the County Homeless Population. The Civil Grand Jury Interim Report was originally sent out in December 2015 and published on December 25, 2015. Due to confusion regarding the City of Pomona (the "City") email address system, notification of the request for the response to the Interim Report was not received until March 2, 2016. The City is appreciative that Civil Grand Jury extended the response time from the City of Pomona to April 15, 2016.

Following are the required City of Pomona's responses to all Recommendations within the Civil Grand Jury Interim Report. The responses are formatted to correspond with the labeling of the Recommendations on page 2 of the Interim Report, and are identified as items IR1.1 through IR1.7.

RESPONSES TO INTERIM REPORT RECOMMENDATIONS

IR1.1 – "...locate buildings that could be used to shelter the ... homeless people..."

The City has identified the following buildings to be used for emergency shelters for an El Nino specific response. These facilities have been identified based upon facility accommodations, including access to showers, restrooms, food preparation and storage areas:

Community Centers	Square Footage of Main Room
Washington	1,899
Ganesha	2,014
Palomares	4,539
Westmont	1,899
Philadelphia	1,014
TOTAL SQUARE FOOTAGE	11,365

The American Red Cross utilizes a ratio of 40:1 square feet to cot area ratio. The total square footage of the combined Community Centers is 11,365 sq. ft., allowing the cumulative space to accommodate 284 people, one per cot.

Estimated Number of Unsheltered Homeless

The table in Exhibit B provided with the Civil Grand Jury Interim Report, identified 588 unsheltered homeless in Pomona, as of January 2015, and 125 Winter Shelter beds. This reflects the best information that was available at the time the data was collected. Since that time additional information has become available that alters the number of unsheltered homeless, the number of beds available and the differential between the two.

The Point in Time count on January 27, 2015, identified 588 unsheltered homeless. Since that time, the City Homeless Assistance programs have housed 235 unsheltered Pomonians. The current number of unsheltered persons residing in Pomona is 353. The Winter Shelter program located in the City of Pomona was originally funded to provide shelter to 125 people. That number has been increased twice, and the program now has capacity to shelter 150 people a night.

The County of Los Angeles has also funded additional weather activated shelters, in the event the Pomona Shelter reaches capacity and additional people need shelter. Transportation is provided to the weather activated shelter in Baldwin Park from Pomona by Los Angeles County. The County has a specific system in place for notification when the Winter Shelter at the Pomona Armory is full and identifies transportation providers and vehicles.

The differential between number of unsheltered homeless and Winter Shelter beds is 203 (353 – 150), not counting the weather activated shelter beds. The identified Community Centers can reasonably accommodate up to 284 people, meeting and surpassing the identified need. Further, Los Angeles County has stated the intent to continue activation of the extended inclement weather activated shelter beds after the Winter Shelter program closes. The City of Pomona will utilize the ENSRP detailed in this response to the Civil Grand Jury Interim Report to readily supplement needed housing for endangered, unsheltered homeless persons in the event of an El Nino specific event.

IR1.2 – “...determine what additional supplies and equipment need to be relocated to the identified buildings to provide for the basic human needs of the people housed in those buildings during the El Niño event. Buildings should be located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.”

City of Pomona's Response to 2015-2016 Civil Grand Jury Interim Report: Inadequate El Nino Planning for County Homeless Population

The City of Pomona maintains a central stockpile of emergency supplies and equipment at the City Yard on East Ninth Street. Emergency supplies, include cots and blankets ready to be deployed to the respective facilities as need demands. The City Yard is centrally located within the center of the City and to the facilities to be used as emergency shelter facilities. Moreover, lack of sufficient secured storage space at each facility makes central deployment a more efficient method of equipment storage.

The identified buildings are located across the City of Pomona.

Facility	Location	Population to be served
Washington	South Pomona	Families with Minor Children and People with Disabling Conditions
Ganesha	North Pomona	Single Adults and Transition Aged Youth
Palomares	North Pomona	Single Adults and People with Disabling Conditions, Transition Aged Youth
Westmont	West Pomona	Overflow
Philadelphia	South Pomona	Overflow

A contracted vendor provides meals for the senior meal program. This resource can be increased to meet the need in the event of an El Niño temporary sheltering. The City also contracts for Homeless Services with Volunteers of America of Greater Los Angeles. The agency has a significant network of churches, university students and other community service organizations that provide meals for the Winter Shelter along with a meal plan. This resource will be tapped upon need. Pomona Valley Christian Ministries provides daily breakfast from their church to many of the unsheltered homeless population in Pomona. The ministry will redirect their resources to those whom they already serve as they are sheltered in the Community Centers.

The City of Pomona is a water purveyor. This internal source will be resourced for the needed water supply of two (2) quarts of water per person per day.

Pomona provides funding to Volunteers of America of Los Angeles for Outreach workers, Case Managers and Program Supervisors located in the City of Pomona. These professionals will staff the shelters. The City also employs a Homeless Services Coordinator who works daily with the unsheltered homeless population. The Homeless Services Coordinator will be deployed to staff and run the Centers. Since 1999, the City has been the backbone agency for the Pomona Continuum of Care Coalition (PCOCC). This is a collaborative of more than 40 nonprofits, faith groups, government departments, and residents addressing homelessness in the City of Pomona. Ninety six (96) active participants attend meetings, provide services and address the needs of homeless persons in Pomona. The City of Pomona Homeless Services Coordinator is co-chair of the PCOCC. This group will be tapped for volunteers to obtain and help distribute supplies and food and to help monitor the facilities. Professional homeless service providers who participate in the PCOCC will assist shelter persons with benefits needs, connections to families, mental health and therapy, and healthcare.

As is the common practice with Winter Shelters, clients will store their personal belongings under their cots. The Community Centers also have separate rooms in which belongings can be stored. The winter shelter permits small animals and this would also be applicable to the El Niño shelters. Members of the PCOCC will be asked to act as foster families for animals that cannot enter the shelter.

Western University, Pomona Community Health Clinic, East Valley Community Health Center (a Federally Qualified Health Care Provider) and the Pomona office of the Department of Public Health are active members of the PCOCC and will assist with providing for the health care needs and TB testing for sheltered persons.

Pomona has procured a contract with World Private Security. A security guard will be on premises at all times throughout the shelter period. Pomona has its own Police Department that will be aware of the shelter situation, make visits to the shelters, and be responsive if the need for police assistance should arise.

The Management Section of the Emergency Operations Plan (EOP) provides a myriad of materials to help structure and provide for smooth service provision, hand off of shifts, and the recording of needs and incidents.²

IR1.3 – “...should ...take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.”

In the course of developing emergency plans and preparedness procedures to protect its residents, the City of Pomona has approved ordinances that provide for flexibility as well as the structure needed to effectively address emergencies without undue burden. From the California Emergency Plan, the City extracted Order 5 (Temporary Housing).³ City ordinance 3180 Sec. 6-4 allows for emergency planning and Sec. 6-7 the organization to act extraordinarily as needed in the event of emergencies.⁴ Resolution 97-178 provides for the Standard Emergency Management System (SEMS).⁵ Appendix D of the EOP provides for the Evacuation and Care of Pomona Residents including, notifications, transportation to shelter facilities and the care and shelter of residents.⁶

IR1.4 “... should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.”

The City is in the middle of re-reviewing its compliance with SB2 requirements to eliminate barriers to the development of emergency shelters within Pomona. The City partners with the following entities which currently provide shelters within the City of Pomona.

Agency	Type of Shelter
Inland Valley Hope Partners	Family Shelter
Prototypes	Women’s Shelter
Total Restoration Ministries	All populations
Victory Outreach	Men’s shelter
Volunteers of America	Men’s Transitional Living Center

² EOP Management Section Annex

³ EOP Appendix B

⁴ EOP Appendix B CD14.7

⁵ EOP Appendix B Attachment 1

⁶ EOP Appendix C

These private sector partners are participants in the Pomona Continuum of Care Coalition and have experience and space to help supplement the City shelters should the need arise. The shelters listed operate unhindered by City ordinances.

IR1.5 "... at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in the existing emergency shelters.

Although the buildings identified provide sufficient shelter for the identified need, the City does own a 20' x 40' fireproof tent which can be erected in the Pomona Park Armory Yard located at 600 S. Park Avenue. The City has two outdoor heaters to provide dry warmth within. Animals can be accommodated in the gated Armory yard.

The tent is utilized in the Armory Yard during the daytime to provide a place for Winter Shelter participants to stay during the hours that the Winter Shelter is not open. The tent has proven to be comfortable, safe and dry. Partners in the Pomona Continuum of Care, community service groups and concerned citizens desiring to help will be recruited to provide tarps, ponchos and additional tents if deemed necessary. The City has access to management of major retailers, such as M&I Surplus (military surplus and outdoor supply specialty store) on North Garey Avenue, Walmart and Home Depot in the South portion of Pomona, and Big 5 Sporting Goods in Central and North Pomona among others who will be able to provide additional needed tents, ponchos and tarps.

IR1.6 "...should make plans or they should partner with non-governmental entities to distribute these supplies."

The City protocol provides for an Incident Command System (ICS) for the organization, receiving, inventorying and deploying equipment and supplies. Additional detail regarding the ICS is found in the City's EOP.⁷

The EOP calls for the ICS to include a Reception Area. This refers to a location separate from staging areas, where resources report in for processing and out-processing. The Reception Area provides accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.⁸ The Reception Area will be identified when an event is declared and supplies will be delivered to that Reception area as appropriate. Stakeholders and residents will be in contact with City personnel for the location of the Reception Area for the delivery of supplies.

The City utilizes a SEMs Organizational Chart to organize communications and logistics for transporting supplies and equipment and coordinating efforts.⁹ For implementation of the ENSRP, the City will first deploy City Community Services and Public Works vehicles to transport needed supplies and equipment from the East Ninth Street City Yard to the Community Center(s).

⁷ EOP Part 4 - 13

⁸ EOP Part 4 - 20

⁹ EOP Planning / Intelligence Section pg. 531

IR1.7 "Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed."

The City of Pomona Public Information Officer will relay information to the Los Angeles County Public Information Officer and the Los Angeles Homeless Services Authority (LAHSA) Public Information Officer. Information will also be relayed through the Homeless Services Coordinator and the Public Information Officer to local service providers, the Pomona Continuum of Care Coalition, the Pomona Homeless Advisory Committee, Pomona Unified School District, local churches, synagogues and mosques. The Pomona Police Department Nixle feed, the City of Pomona website, and the Pomona Continuum of Care website will also release information regarding the available shelters to the general public and homeless persons with cell phones. The City is purchasing an electronic reader board which may also be used to post pertinent information to the public at a highly visible location, adjacent to major thoroughfares at City Hall.

The Pomona Homeless Outreach Team will deploy into the community to spread the word and pick up individuals in need of transportation to the appropriate Community Center. The Pomona Homeless Outreach Team, Community Services, Pomona Police Department, LA County Sheriff's Department, and LA County Fire Department staff and vehicles will transport stranded persons and others needing transportation to the Community Centers.

Many organizations that participate in the PCOCC own vans and busses which can be utilized to assist with transportation if needed. Certain participating organizations have bus passes which can also be used in the event it is necessary.

Enclosed with this report is a copy of City of Pomona Emergency Response Plan. The addresses for the Community Centers and a list of Acronym used in this document follow.

CONCLUSION

The City of Pomona is committed to providing necessary emergency shelter needs to all of its residents. The City looks forward to receiving the final report from the Civil Grand Jury and working toward a more comprehensive and County-wide solution to the issues associated with homelessness, in general, and the periodic occurrence of severe weather associated with the El Niño weather pattern.

Acronyms

Cal OES California Office of Emergency Services
ENSRP El Niño Specific Response Plan
EOC Emergency Operations Center
EOP Emergency Operation Plan
FEMA Federal Emergency Management Agency
IAP Incident Action Plan
ICS Incident Command System
LAHSA Los Angeles Homeless Services Authority
MCS Multi-agency Coordination System
NOAA National Oceanographic and Atmospheric Administration
NWS National Weather Service Oxnard
PCOCC Pomona Continuum of Care Coalition
SEMS Standardized Emergency Management System

Pomona Community Center Addresses

Ganesha Community Center
1575 N. White Ave
Pomona , CA 91768

Palomares Community Center
499 E. Arrow Hwy.
Pomona, CA 91767

Philadelphia Community Center
800 E. Philadelphia St.
Pomona, CA 91766

Washington Community Center
865 E. Grand Ave.
Pomona, CA 91766

Westmont Community Center
1808 W. 9th St.
Pomona, CA 91766



CITY OF RANCHO PALOS VERDES

KEN DYDA, MAYOR

BRIAN CAMPBELL, MAYOR PRO TEM

SUSAN BROOKS, COUNCILWOMAN

JERRY V. DUHOVIC, COUNCILMAN

ANTHONY M. MISFITCH, COUNCILMAN

March 15, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St.
11th Fl., Rm. 11-506
Los Angeles, CA 90012

SUBJECT: Response to Civil Grand Jury Interim Report of December 28, 2015

Honorable Presiding Judge and Civil Grand Jury:

Pursuant to California Penal Code Sections 933(c) and 933.05, enclosed is the written response of the City of Rancho Palos Verdes to the recommendations contained in the Civil Grand Jury's Interim Report entitled "Inadequate El Niño Planning for County Homeless Population". At its regular meeting of March 15, 2016, the Rancho Palos Verdes City Council approved and authorized the submittal of these responses to the Civil Grand Jury's recommendations, as set out in the enclosed document.

The City appreciates the dedication of the Civil Grand Jury to the investigation of this important issue.

Sincerely,



Ken Dyda
Mayor

enclosure

cc: Rancho Palos Verdes City Council
Doug Willmore, City Manager
Gabriella Yap, Deputy City Manager
Kit Fox, Senior Administrative Analyst

City of Rancho Palos Verdes
Response to 2015-16 Civil Grand Jury Interim Report
on El Niño Planning for County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Rancho Palos Verdes is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long term. Because of the dense population of South Bay area of Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited resources of these cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, has served and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations, these work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the South Bay Cities' Council of Governments (SBCCOG) newly-founded Homeless Outreach Program. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the

necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities' Council of Governments (SBCCOG) Homeless Strategy

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach.

The SBCCOG Homeless Outreach Program is a \$601,645 annual investment.

City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with People Assisting the Homeless (PATH) to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

D) City of Rancho Palos Verdes

The City of Rancho Palos Verdes addresses the needs of homeless residents through the above-mentioned County and regional programs.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Rancho Palos Verdes agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that, in the City's emergency services plans for catastrophic events, including a potential 2016 El Niño flooding event, anyone who needs help would be helped; per City disaster plan protocol, and no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. The City's Civic Center, Hesse Park, Ryan Park and Ladera Linda Community Center are designated as Red Cross shelters for emergencies and disasters.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Rancho Palos Verdes agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities can prohibit residential-based shelters and facilities using zoning codes. The City's Municipal Code was amended in 2011 (Ordinance No. 518) to permit emergency shelters as a "by right" use in our Commercial General (CG) zones; single-room occupancy (SRO) facilities in our CG zones as a conditionally-permitted use; and transitional and supportive housing as a conditionally-permitted use in our Multi-Family (MF) zones. Furthermore, the 4 City facilities mentioned in our response to Recommendation IR1.2 are designated Red Cross shelters.

As discussed above, emergency shelters are allowed "by right" in the City's CG zones. When combined with the 4 City-owned Red Cross shelter locations, approximately 94 acres of land area in the City is open to sheltering of some kind "by right," without special permits or approvals, regardless of public or private ownership or operation.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Rancho Palos Verdes agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described above in our response to Recommendation IR1.3, approximately 94 acres of the City's land area is open to emergency sheltering "by right," without special permits or approvals, regardless of public or private ownership or operation. Transitional/supportive housing and SROs are allowed in MF and CG zones, respectively, as conditionally-permitted uses.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Rancho Palos Verdes agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. As discussed in our response to Recommendation No. IR1.1 above, the City participates in and coordinates with County and regional programs to address the needs of the homeless. For example, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Rancho Palos Verdes agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the SBCCOG's regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system

umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Rancho Palos Verdes agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City is committed to using its website and social media channels (Facebook, Nextdoor and Twitter) to share information about cold weather shelters, shuttles and other County and regional programs and initiatives to protect vulnerable homeless populations during extreme weather events.

Rec. 4-1-16, REC
D100



Office of the City Manager

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March 24, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge and Grand Jury:

Pursuant to California Penal Code Sections 933(c) and 933.05, attached is the written response of the City of Redondo Beach ("City") to the Recommendations pertaining to the City contained in the Grand Jury report entitled "Inadequate El Niño Planning for County Homeless Population" ("Report").

As you will see from our responses, the City of Redondo Beach has executed a separate service contract with PATH (People Assisting The Homeless) to work in parallel with the South Bay regional efforts to address homelessness in our area.

The City appreciates the dedication of the Grand Jury and the input given in the report.

Sincerely,

Joe Hoefgen
City Manager

**Response to 2015-16 Grand Jury Report on
'Inadequate El Niño Planning for County Homeless Population'
(City of Redondo Beach)**

Recommendation 1 **The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.**

Response 1 The City of Redondo Beach is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of the South Bay region, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations in Redondo Beach, there has been an implicit understanding that planning for the needs of the region's homeless population on an individual city basis is impractical and inefficient. Thus, Redondo Beach is working in coordination with two lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the South Bay Cities Council of Governments (SBCCOG), as well as local non-profits and volunteer organizations to address regional homeless issues and ensure that resources and temporary housing are available to Redondo Beach's homeless population.

In addition to LAHSA's County-wide, federally-funded Winter Shelter Program (which has established temporary shelters serving the South Bay region in the cities of Long Beach and Inglewood, as well as cold weather-activated shelters in San Pedro and Compton), the SBCCOG and its member cities have gone beyond this County-wide approach and partnered with 'People Assisting the Homeless' (PATH) - a 501(c)3 non-profit organization to establish a one-year Homeless Outreach Program for the South Bay specifically.

Separate and apart from the SBCCOG service contract with PATH, the City of Redondo Beach has its own service contract with PATH for more concentrated services in Redondo Beach. A component of SBCCOG/PATH partnership is a sub-regional coordinated-entry system to connect local homeless persons with emergency and long-term housing based on acuity and housing preference. The coordinated entry system has consolidated resources available (from emergency food and medical aid, short-term sheltering and long-term housing, to financial, job-related, mental-health and substance abuse assistance) through PATH's network of service providers. Specifically, housing resources include: VA Supportive Housing and services for Veterans and their families; Continuum of Care Section 8 Vouchers ; Housing through the Department of Mental Health; Permanent Housing options via Department of Health Services 'Housing for Health' Program (for frequent utilizers of County health facilities); and Affordable Housing options as available. Additionally, the SBCCOG/PATH Homeless Outreach Program will include a Street Outreach Team which will operate 24 hours a day, 7 days a week within South Bay area cities to ensure

that individuals are matched with the appropriate services and shelter resources.

Recommendation 2 **The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.**

Response 2 The City of Redondo Beach agrees with the recommendation, and that emergency supplies and equipment are a continuous need in the serving of housing and shelter-related resources for our homeless populations. Though the recommendation has not yet been implemented as specifically stated, the City plans to support these efforts through its partnership with the SBCCOG/PATH Homeless Outreach Program once the coordinated-entry system gets further underway.

Additionally, the City of Redondo Beach is cognizant that a critical component toward determining what emergency supplies and resources are most needed must be to conduct a census count of Redondo Beach homeless persons - identifying the *types* of homeless (unsheltered, vehicular homeless, Veterans, etc.) and *homeless hot-spots* within the City. The *Greater Los Angeles County Homeless Count* serves to identify homeless population trends and basic needs at the City and County level. As in previous years, the City of Redondo Beach again participated in the most recent 2016 count, with volunteers congregating and conducting a census count of homeless persons in our City limits in conjunction with staff from our Police Department and the Community Services Department.

Also relevant to this recommendation, it should be mentioned that the City's emergency plans (which are currently being updated and include operating procedures for flooding and other catastrophic weather events) are not resident-specific. To clarify, the City's Emergency Preparedness Plan does not make the distinction between homeless or housed-residents in outlining its operating procedures, and therefore ensures that as official cooling or heating center(s) are established per its guidelines, these resources will be accessible to all those in need.

Recommendation 3 **The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.**

Response 3 The City of Redondo Beach agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency

temporary basis or longer-term supportive sheltering. Regulations are being drafted to allow emergency temporary shelters by right in yet to be determined areas of Redondo Beach. The recommendation requires further analysis as staff evaluate potential shelter locations and whether the needs of the City's homeless population can be adequately served by way of the SBCCOG/PATH coordinated entry system and currently available South Bay Area 8-serving winter shelters.

Recommendation 4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response 4 The City of Redondo Beach agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described above, regulations for emergency temporary shelters are in the process of being drafted. The City of Redondo Beach is committed to working with the aforementioned Homeless Service Partners, non-profit organizations and advocates to ensure that the housing needs of our homeless individuals are being met regionally and facilitated locally. Additionally, regulations have been drafted to allow transitional and supportive housing in residential zones by right without special permits or approvals consistent with California Code 65583 (a) 4a and public meetings are being scheduled.

Recommendation 5 The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response 5 The City of Redondo Beach agrees with the recommendation and follows it, as it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in local emergency shelters. As referenced earlier, to address the increase of homeless individuals in Redondo Beach, City of Redondo Beach is partnering with PATH (People Assisting the Homeless) to help those living on the streets find permanent homes. A trained PATH Navigator, focused on providing street outreach and case management services to those living on the street, now is based out of the Redondo Beach Police Department for eight hours every week, and will ride along with officers in order to identify, engage, and provide intensive case management to the city's most vulnerable homeless individuals.

As part of the year-long contract, PATH will provide three key services: homeless outreach in partnership with Redondo Police Department, community engagement and mobilization, and localized efforts to further educate and engage the community, as well as the media, around homelessness. This outreach will be intensified should significant rainfall materialize this winter and spring.

Lastly, our public safety officials are well-aware of LAHSA's Winter Shelter Program, as well as upcoming initiatives and services through the SBCCOG/PATH partnership, and will continue to direct homeless persons to those resources as appropriate.

Recommendation 6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response 6 The City of Redondo Beach agrees with the recommendation and follows it. As detailed in the City's responses above, Redondo Beach agrees wholeheartedly that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our region's homeless residents. For this reason, the City has collaborated with a variety of groups in addressing all components of its Homeless Strategy and Action Plan. Key among these moving forward, of course, will be the SBCCOG/PATH regional approach to coordinated resources and a coordinated entry system. Included under the coordinated entry system umbrella will be various individual nonprofit/nongovernmental organizations working in tandem to ensure that homeless individuals are being matched with the appropriate resources (be they winter clothing, mental health services, or shelter).

Recommendation 7 Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response 7 The City of Redondo Beach agrees with the recommendation and follows it. Clearly, comprehensive communication efforts are essential to ensuring the effectiveness of any homeless strategy. To that end, the City is committed to spreading the word regarding available resources, including the location and availability of shelters.

As explained by Redondo Beach Police Chief Keith Kauffman in a recent press release, "We strive to implement long-term solutions to ensure the safety of our community and the well-being of every person in our city – homeless or not. By partnering with PATH we now have professionals who work with a population that needs special attention, allowing us to focus on other community emergencies. This collaboration between PATH and the RBPD will help bring the entire community together to look for long-term solutions to a societal problem that we are not going to be able to 'police' ourselves out of."

The press release went on to state: "PATH is thrilled to partner with the Redondo Beach Police Department. We believe that this innovative partnership will be an important step in getting our homeless neighbors off the streets and into permanent homes of their own," notes Meredith Berkson, Director of Programs, South County and Coordinated Entry at PATH.

PATH practices the Housing First model - meaning that people experiencing homelessness are moved into their own home as quickly as possible, while

they continue to receive supportive services. This often helps people overcome their personal challenges much faster than if they stayed on the street while receiving case management.

In regards to the cost of providing housing versus letting people live on the streets with no outreach and no services, the numbers speak to the importance of Housing First. According to research done by PATH, the average cost of someone living on the streets in Los Angeles can be upwards of \$63,000 a year, paid by taxes. These costs incurred include emergency services, hospital visits, jail and corrective services, general public assistance, mental health and substance abuse costs. But when people are offered guidance on how to move into their own apartment, have access to mental and physical health care, substance abuse recovery, and independent skills training, the cost is about \$16,900 per person. PATH maintains that permanent housing is a proven best practice and a cost-effective solution.

By partnering with PATH, the plan is to reach out to people experiencing homelessness, link them to necessary services through case management, and ultimately move ten people in Redondo Beach into permanent housing within the contract year.

A similar PATH program started in 2012 in the Gateway Cities, which include Paramount, Lynwood, Compton, Avalon, and Long Beach, has proven successful. Since October 2012, PATH has connected 5,469 people to mental health, primary care, or substance abuse services. 2,141 people increased their income with the help of services, and 1,143 individuals have moved into permanent homes in those areas. 113 of those people who found homes are Veterans.

Redondo Beach Police Department and PATH will present more information to the community in the coming months. Residents of Redondo Beach are encouraged to attend to learn about homelessness, what PATH is doing, and hear how community members can participate in helping our homeless neighbors Make It Home.

**Los Angeles County Civil Grand Jury
Homeless Survey Questionnaire (Appendix)
(City of Redondo Beach)**

1. How significant, using numbers, is the homeless problem in your city?

Every January, the County of Los Angeles, via the Los Angeles Homeless Service Authority (LAHSA), performs a point-in-time census count of people who are homeless. In the past, these counts have been conducted every two years, but as of 2015, this count will be conducted at the municipal level on a yearly basis. These numbers are categorized by demographics, SPAs (Service Planning Areas), and by City. According to the 2015 Homeless Count, the City of Redondo Beach has 165 people who have been identified as being homeless as compared to 70 in 2013.

2. Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

Our observations are that the daytime population and the night time population of homeless individuals in Redondo Beach has increased over the last several years. The only bright spot is that, according to the last two counts, the number of homeless youth decreased from 9 to 0. The number of persons in vehicular homeless locations stayed roughly the same (70 in 2015 vs. 68 in 2013), and the number of persons from street homeless locations increased 15 to 54 individuals comparing 2013 to 2015. Based on additional data collected through interactions with our Police Department, the largest age group (consisting of 54% of people interviewed) is 40 to 60 years of age. The demographics of Redondo Beach's homeless population appear to be consistent with that of other beach cities in the South Bay area.

In 2012 the Redondo Beach Police Department conducted a comprehensive survey of the burgeoning homeless population in Redondo Beach with the goal of improving public safety and increasing the City's knowledge of the composition of the local homeless population.

It was important for the Police Department to improve its internal understanding of the transient and homeless population in order to have meaningful interaction with the community on these related issues.

Additionally, the Police Department hoped to strengthen community ties with churches, businesses, institutions and civic groups to implement and maintain approved strategies for dealing with transients and the homeless.

In 2012, the RBPD initiated an identification and needs assessment of our homeless population which culminated in March of 2013 with a final report of homeless persons surveyed.

They began by sending police officers to known transient gathering points (the Pier, Veteran's Park, and some local churches). A small initial sample of transients were contacted and interviewed in order to develop best practices in the approach and completion of non-confrontational interviews. The goal was to complete one pass of the entire "homeless" population in order to first determine their background and their need.

A questionnaire developed in-house was administered to almost 200 homeless and transient persons in the 10 month project period. Note that the "medical" and personal family information developed in these interviews is kept in a confidential database – not accessible by anyone outside the Homeless

Liaison Office. It is easily retrievable in the event of an emergency.

Project findings reported in March 2013 were based on contacts with a total of 180 transients. The Police Department believes this sample represents more than 50% of the total transient population and is an accurate statistical representation of the backgrounds and motivations of the homeless in Redondo Beach.

The project's findings based on police officer observations and interview statements of the homeless are summarized below:

Gender	Number	Percentage
Male	152	84%
Female	28	16%
Total	180	100%

Age	Number	Percentage
19	2	1%
20's	20	11%
30's	20	11%
40's	59	33%
50's	53	29%
60's	18	10%
70's	5	3%
Unk	3	2%
Total	180	100%

Number of Years in Redondo Beach

	Number	Percentage
15 or more	31	17%
5 to 14 Years	17	9%
1 to 4 Years	29	16%
Less than 1	69	39%
Unknown	34	19%
Total	180	100%

Criminal History

	Number	Percentage
Felony/Misd.	120	67%
None	60	33%
Total	180	100%

Sex Registrant

	Number	Percentage
Yes	6	3%
No	174	97%
Total	180	100%

Why Homeless

	Number	Percentage
Involuntary	122	68%
Voluntary	37	20%
Unknown	21	12%
Total	180	100%

The following characteristics were also observed or stated concerning the homeless population in Redondo Beach:

More than 63% use or abuse alcohol.

More than 36% solicit money and/or food.

About 33% display or admit to a personality disorder or diagnosed mental condition.

3% have at least one minor child (who is in the care of a different adult).

To fight transient crime, law enforcement is trained to apply judiciously the full array of laws (felony, misdemeanor, infractions). Our previously appointed Citizens Task Force addressing homelessness felt that it may be beneficial for officers to receive training for sensitively dealing with psychologically and addictively impaired homeless individuals.

3. Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?

No. The City of Redondo Beach is currently updating its Emergency Preparedness Plan, which will include plans for addressing the risks of extreme temperatures. These plans will include establishing an official cooling or heating center as necessary, but these 'shelters' are not specific to the homeless, but rather to the Redondo Beach population in general.

Current Services Provided in Redondo Beach

While there are a variety of programs available to assist the homeless and the underprivileged, there is little in the way of overall coordination of these services which are summarized below.

- The Task Force observed that faith based groups have provided meals to homeless and potentially homeless people in Redondo Beach for over twenty years.
- Additionally, Redondo Beach has been identified as a "hub" for the SPA 8 Coordinated Entry System (CES) designed to assist chronically homeless people find suitable housing.
- The Redondo Beach Community Services Department identified eight (8) faith-based groups in Redondo Beach that provide services for the people who are homeless or at risk of becoming homeless.
- Each Redondo Beach based group provides at least one of the following hot meals, sack lunches, groceries, clothing, blankets, hygiene items, medical services, access to medication, and access to Covered California.

- Meals/services are not provided exclusively to homeless individuals. They serve 1) homeless, unsheltered people, 2) homeless, living with friends or in their own vehicle and 3) housed but “food insecure” and at risk of becoming homeless.

4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?

The City of Redondo Beach currently ensures shelters for its homeless population by way of its partnerships with the South Bay Cities Council of Governments and the Los Angeles County Homeless Services Agency, as it does not currently have shelters for the homeless within its city limits. Please refer to the City’s response to the Grand Jury’s Recommendations 1, 5 and 7, as well as the survey question below for existing and upcoming plans related to homeless shelter provisions.

5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?

The City of Redondo Beach has established a Homeless Strategy and Action Plan which outlines long-term strategies and short-term actions toward addressing homeless issues within the City, and ultimately connecting individuals with the proper resources. Ongoing efforts include collaboration between our City Manager’s office, Police and Fire Departments, Community Services Department, as well as local volunteers and non-profit organizations in providing information on local resources, clothing and food donations, and facilitating transportation to local shelters.

More importantly, the City is part of the South Bay Cities Council of Governments (SBCCOG). The SBCCOG has identified a regional outreach and services initiative – to be implemented in collaboration with ‘People Assisting the Homeless’ (PATH) – a network of agencies aimed at prioritizing housing through tailored supportive services for the homeless. With a tentative start date of February 2016, this program will provide direct services to our City that includes the following: street outreach, case management, referrals to transitional housing, and access to permanent housing via vouchers and rapid re-housing assistance. Additionally, a PATH outreach team will assist clients in getting necessary documentation to obtain housing, and enter clients’ information into the countywide Coordinated Entry System. Through this Coordinated Entry System, clients will be matched to appropriate permanent housing resources based on their acuity and preferences.

6. Is there anything else you’d like to tell us to better understand your city’s preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

As homelessness is a regional issue, the City of Redondo Beach understands that it is critical for us to take a proactive, comprehensive and regional approach to addressing it. This requires educating the community on the City’s vision for curbing homelessness, clearly defining roles/priorities among governmental and community-based partner agencies, and employing a coordinated strategy for outreach and engagement of the homeless population with the ultimate goal of connecting individuals with the proper resources. The City of Redondo Beach is committed to this end, and will continue to work with regional stakeholder groups, service providers and members of the community in addressing these needs efficiently and effectively.

To address the increase of homeless individuals in Redondo Beach, the City of Redondo Beach is partnering with PATH (People Assisting the Homeless) to help those living on the streets find permanent homes. Now, a trained PATH Navigator, focused on providing street outreach and case management services to those living on the street, will be based out of the Redondo Beach Police

Department for eight hours every week, and will ride along with officers in order to identify, engage, and provide intensive case management to the city's most vulnerable homeless individuals.

As part of the year-long contract, PATH will provide three key services: homeless outreach in partnership with Redondo Police Department, community engagement and mobilization, and localized efforts to further educate and engage the community, as well as the media, around homelessness.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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March 31, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

SUBJECT: City of Rolling Hills Response to the 2015-16 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Niño Planning for County Homeless Population

Honorable Presiding Judge:

On behalf of the City of Rolling Hills (City), please accept this letter as the official response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Niño Planning for County Homeless Population (Report).

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City Rolling Hills has a very small geographic territory (just 3 square miles) and a small population (approximately 1800 residents). The City is gated, with private roads, and does not have a homeless population. The City owns and controls only one building – a very small 2,500 sq. ft. City Hall. The City Hall building is impractical for temporary sheltering for several people and not possible for long term sheltering because the building does not contain a kitchen or showers. However, the City of Rolling Hills is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are

individual city efforts taking place to address the needs of local homeless populations, they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments newly founded Homeless Outreach Program. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities Council of Governments (COG) Homeless Strategy –

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach. **The South Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment.** City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with People Assisting The Homeless (PATH), to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. An arm of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. As stated in IR1.1 Response, any long-term sheltering would need to be in partnership with neighboring agencies, Los Angeles County, and non-profit organizations. The City's City Hall building does not have the capacity to store necessary equipment for long-term sheltering.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during any El Niño event.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that block private entities from providing temporary shelter to people without homes.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. As stated in IR1.1 Response and IR1.2 Response, the City does not own or control a facility large enough to accommodate people for long-term sheltering or for the storage of tents, tarps, etc. However, the City can assist in coordinating with surrounding agencies, Los Angeles County and non-profit agencies on shelters for people with or without pets.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Rolling Hills agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the South Bay Cities COG regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's City Hall building. The City does not have the capacity to set up a public building shelter. However, the City can refer those in need to area-wide public shelters and faith-based shelters.

Presiding Judge – Los Angeles Superior Court

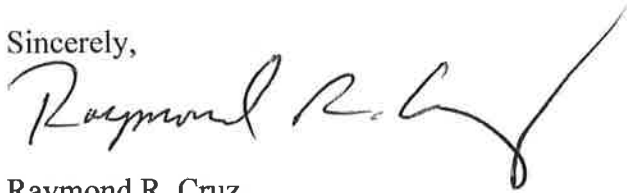
March 31, 2016

RE: Response to 2015-2016 Interim Report on Inadequate El Niño Planning for Homeless

Page 5 of 5

Thank you for providing the City of Rolling Hills with an opportunity to respond to the Report. Should you have any questions concerning the responses contained in this letter, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Raymond R. Cruz", with a large, sweeping checkmark-like flourish at the end.

Raymond R. Cruz
City Manager

RC:hl

03-31-16__CivilGrandJury_Reponse to Homelessness.docx

STEVEN ZUCKERMAN
Mayor

FRANK V. ZERUNYAN
Mayor Pro Tem

BRITT HUFF
Council Member

JUDY MITCHELL
Council Member

VELVETH SCHMITZ
Council Member

DOUGLAS R. PRICHARD
City Manager



CITY OF
ROLLING HILLS ESTATES

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TELEPHONE 310.377.1577 FAX 310.377.4468
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March 3, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge and Grand Jury:

Pursuant to California Penal Code Sections 933(c) and 933.05, attached is the written response of the City of Rolling Hills Estates ("City") to the Recommendations pertaining to the City contained in the Grand Jury report entitled "Inadequate El Niño Planning for County Homeless Population" ("Report"). The City appreciates the dedication of the Grand Jury and the input given in the report.

If the Grand Jury has additional questions or requires further information, please don't hesitate to contact Jeannie Naughton, AICP, Senior Planner, at JeannieN@RollingHillsEstatesCA.gov or 310.577.3577 ext. 115.

Sincerely,

Douglas R. Prichard
City Manager

City of Rolling Hills Estates

Response to 2015-16 Civil Grand Jury Interim Report on El Nino Planning for County Homeless Population

RECOMMENDATION NO. IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

Response

The City of Rolling Hills Estates is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Because of the dense population of the South Bay region, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations in Rolling Hills Estates' +/- 4.18 square mile land area, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. Thus, the City of Rolling Hills Estates works in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments newly founded Homeless Outreach Program. Working in conjunction with these lead agencies is the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities Council of Governments (COG) Homeless Strategy –

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above

and beyond LAHSA's County-wide, federally-funded approach. **The South Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment.** City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with PATH, to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

RECOMMENDATION NO. IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response

The City of Rolling Hills Estates agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that in the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters.

RECOMMENDATION NO. IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response

The City of Rolling Hills Estates agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. Rolling Hills Estates Municipal Code Sections 17.02.217, 17.02.602, and 17.02.607 permits transitional, temporary and supportive housing facilities in the residential districts, by right (with same number of units allowed in the respective residential district), meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's Commercial General Zone. . The recommendation requires further analysis as staff evaluate potential shelter locations and whether the needs of the region's homeless population can be adequately served by way of the SBCCOG/PATH coordinated entry system and currently available South Bay Area 8-serving winter shelters.

RECOMMENDATION NO. IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response

The City of Rolling Hills Estates agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described above, emergency and temporary shelter are allowed without special permits or approvals, regardless of public or private ownership or operation, in the City's Commercial General Zone. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a.

RECOMMENDATION NO. IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response

The City of Rolling Hills Estates agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. The City provides information and referrals, including shuttle schedules, for the County's

emergency/cold weather shelters and provides staff support resources for the City's coordination with SBCCOG and PATH programs.

The City of Rolling Hills Estates contracts with the County of Los Angeles to provide public safety services; those officials are well-aware of LAHSA's Winter Shelter Program, as well as upcoming initiatives and services through the SBCCOG/PATH partnership, and will continue to direct homeless persons to those resources as appropriate.

Furthermore, as described in #1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

RECOMMENDATION NO. IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response

The City of Rolling Hills Estates agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the South Bay Cities COG regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

RECOMMENDATION NO. IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response

The City of Rolling Hills Estates agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. To that end, the City is committed to spreading the word regarding available resources, including the location and availability of shelters, and will publicize the SBCCOG/PATH outreach hotline flier through social media, Next Door, the City's website, and fliers available at the public counter. The outreach hotline flyer will also be distributed by members of the PATH Homeless Outreach Team and local volunteers.

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MAYOR:
SANDRA ARMENTA

M/ PRO TEM:
PO JW

COUNCIL MEMBERS:
WILLIAM ALARCON
MARGARET CLARK
STEVEN LY



City of Rosemead

8838 E. VALLEY BOULEVARD P.O BOX 399
ROSEMEAD, CALIFORNIA 91770
TELEPHONE (626) 569-2100
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January 4, 2017

Chair Douglas Benedict, Continuity Committee
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

**RE: Response to the Civil Grand Jury Interim Report 2015-2016
Inadequate El Niño Planning for County Homeless Population**

Dear Chair Benedict:

The City of Rosemead agrees with and shares the concern of the Los Angeles County Civil Grand Jury (Civil Grand Jury or CGJ) to ensure the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. As a result of the dense population within the southwest area of Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the scarce resources available in these cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. There are individual City efforts, but they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the East San Gabriel Valley Coalition for the Homeless. Working in conjunction with these lead agencies is the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority (LAHSA) is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout Los Angeles City and County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing, and services to homeless persons in Los Angeles City and County. Partner agencies

provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) East San Gabriel Valley Coalition for the Homeless (ESGVCH)

East San Gabriel Valley Coalition for the Homeless (ESGVCH) is a non-profit, 501c3 charitable organization with a mission to bring hope and restore dignity to individuals and families who are homeless in the San Gabriel Valley region. Their goal is always to assist people to find permanent housing and assist them to become self-supporting. Toward this end ESGVCH:

- Provides emergency and transitional shelter programs
- Alleviates hunger by providing food
- Assists with basic daily needs: clothing, hygiene, and transportation
- Stabilizes individuals and families by making referrals for housing, jobs, education, and healthcare
- Raises community awareness about issues related to homelessness
- Works collaboratively with others to end hunger and homelessness.

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of LAHSA. DPH is also a major provider of research, data collection and analysis regarding homeless-related health topics. Organized into 8 special planning areas (SPAs) by geography and population, most of the San Gabriel Valley cities are located in SPA 3. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual.

D) City of Rosemead

The City of Rosemead has dedicated City resources and created partnerships with various government and non-profit agencies to help address the needs of homeless residents. The City coordinates efforts with LAHSA, the East San Gabriel Valley Coalition for the Homeless, and Family Promise of San Gabriel Valley to make the transition to permanent housing and independent living. Additional goals include shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units,

and preventing individuals and families who were recently homeless from becoming homeless again. In addition to the agencies above, the City works with local non-profit agencies who provide emergency food, clothing, and referral services to low-income Rosemead residents; many of which are homeless or at-risk of homelessness. The City's Public Safety Department has trained staff who contact and work with the homeless on a bimonthly basis through the City's newly initiated Quality of Life program. These staff members are always accompanied by healthcare professionals from one of our partner agencies including Volunteers of America or the LA County Department of Health. The goal of this program is to identify what services may be needed and desired by the homeless population and to seek to connect those individuals who are willing to accept assistance with the services needed. The City also works with the Housing Authority of the County of Los Angeles who provides rental assistance to the residents of Rosemead through the Federal Section 8 Voucher program, which seeks to prevent homelessness.

Response to Inadequate El Niño Planning for County Homeless Population, Sections IR1.1 – IR1.7

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Response to IR1.1. The City of Rosemead agrees with the Civil Grand Jury that steps should be taken by every city and the county to ensure the safety and wellbeing of all of our residents, regardless of housing status, in light of the expected severe weather this year. The City has an emergency preparedness program in place which can address a wide range of local emergencies which include severe weather situations. This plan includes access to emergency shelters which have been designated at some of the City's existing recreation facilities. Once activated in a declared emergency, these shelters can accommodate over 885 individuals, regardless of place of residence or housing status.

Because the City recognizes that there may be conditions that exist this year that do not require an activation of our emergency shelters, but that create a greater demand on the existing homeless shelters than these facilities can meet. The City is currently exploring options with a number of agencies (including the Garvey School District, Rosemead School District, University of the West, and Don Bosco Technical Institute, as well as LAHSA, the East San Gabriel Valley Coalition for the Homeless, and Family Promise of San Gabriel Valley) to identify opportunities to expand the existing shelter capacity for short periods when severe weather creates a greater than normal demand. Through its existing programs listed above, the City has been making a concerted effort over the past few months to encourage homeless people which may be particularly at risk; families with children, and the elderly or the disabled, to accept shelter options now, before the El Niño weather patterns begin.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response to IR1.2. The City of Rosemead agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency preparedness programs are not residence-specific. These programs include existing shelter supplies located at our main emergency shelter facility at the City's Public Safety Center. They also include agreements with the Red Cross and local restaurants for food services during emergency shelter operations. The City's Purchasing Department has recently updated its list of local vendors who are under agreement to provide a wide variety of materials and supplies in the event of a local emergency. The City believes it is well prepared to manage the needs of all of its residents in the event of the expected severe weather, including those that are homeless.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response to IR1.3. The City of Rosemead agrees with the Civil Grand Jury that ordinances and regulations that are designed to ensure the health and safety of our population should not become road blocks to ensuring health and safety during an emergency situation or severe weather event. The City of Rosemead is aware of its responsibility and authority to use discretion and the administration of "common sense" in the enforcement of existing codes and ordinances during an emergency. The City has reviewed its current zoning ordinance and building codes and is confident that no road blocks exist that cannot be addressed through the City's existing discretionary authority of enforcement for short term situations.

In relation to more long term solutions, as required by California's 2007 law, Senate Bill 2, the City's municipal ordinances have been modified to permit transitional, temporary, and supportive housing facilities in specified areas by right, meaning that without special permits or approvals, housing can be provided in these areas (consistent with California Government Code section 65583(a)(4)(a)). The City will continue to work with its governmental and non-profit partners in pursuing future developments which can address the area's long term needs for housing.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response to IR1.4. The City of Rosemead agrees that private efforts to address temporary sheltering which supplement governmental efforts should be allowed and encouraged. Since the concern is related to temporary shelters rather than long term housing, the City does not feel that permanent exemptions to reasonable health and safety codes are necessary. Rather the City will address each request for temporary exemption on a case-by-case basis with a priority on safety and a desire to encourage private efforts to assist in addressing the temporary need to provide additional shelter and services for our homeless population.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response to IR1.5. The City of Rosemead agrees that it is of paramount importance to safeguard homeless residents who for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Heating/Cooling Stations at our local community centers. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters.

Through the City's regular outreach efforts to our homeless population through the Los Angeles County Sheriff's Department, City's Public Safety Division, Family Promise of San Gabriel Valley, and LA County Health Department social workers, the City has tried to address the needs of those who are unable or unwilling to utilize the shelter system and other services available to them.

IR16. The County and its 88 cities should make plans or they should partner with nongovernmental entities to distribute these supplies.

Response to IR1.6. The City of Rosemead agrees and recognizes that partnerships with local non-profit groups can enhance outreach efforts and create greater trust among the homeless population. The City has already formed these partnerships with Family Promise of San Gabriel Valley and Volunteers of America who regularly accompany our Public Safety staff in contacting and working with our homeless population. As needed, the City also includes social workers from the Los Angeles County Department of Health in its outreach efforts through the Quality of Life program. The City will continue these partnerships as well as continuing its efforts toward collecting and distributing donated supplies and clothing to the homeless.

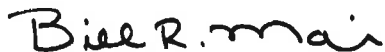
In addition, the City is proud to be a participant in the East San Gabriel Valley Coalition for the Homeless who assist in coordinating resources including on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response to IR1.7. The City of Rosemead agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City has been distributing notices and providing in person information to homeless residents to provide information about cold weather shelters, homeless services, and outreach hotlines. The City believes that continuous personal contact builds trust and relationships between City staff, volunteers, and the homeless, is the most effective tool in identifying needs and ensuring that our entire homeless population is aware of how to take advantage of the services available to them.

If you have any questions, please feel free to contact me at (626) 569-2106.

Sincerely,

A handwritten signature in black ink that reads "Bill R. Manis". The signature is written in a cursive, flowing style.

Bill R. Manis
City Manager

cc: Michelle Ramirez, Community Development Director

THE CITY OF
SAN FERNANDO

CITY COUNCIL

April 7, 2016

MAYOR
ROBERT C. GONZALES

VICE MAYOR
JOEL FAJARDO

COUNCILMEMBER
SYLVIA BALLIN

COUNCILMEMBER
ANTONIO LOPEZ

COUNCILMEMBER
JAIME SOTO

Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

SUBJECT: City of San Fernando Responses to Recommendations from 2015-2016 Civil
Grand Jury Interim Report on El Niño Planning for County Homeless
Population

RECEIVED

APR 12 2016

OFFICE OF
PRESIDING JUDGE

Dear Honorable Judge Kuhl:

Pursuant to California Penal Code Sections 933(c) and 933.05 we are submitting the City of San Fernando's responses to the recommendations made in the 2015-2016 Los Angeles County Civil Grand Jury Final Report regarding Inadequate El Niño Planning for County Homeless Population.

Should you need any further information, feel free to contact me.

Sincerely,



Brian Saeki
City Manager

cc: San Fernando City Council
City Department Heads

ADMINISTRATION
DEPARTMENT

117 MAGNIFICENT STREET
SAN FERNANDO
CALIFORNIA
91340

(818) 898-1202

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HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

April 6, 2016

Page 2 of 8

The Los Angeles County Civil Grand Jury therefore makes the following recommendations:

Recommendation No. IR1.1.:

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County Civil Grand Jury (CGJ) that more must be done to safeguard the health, safety, and general welfare of the regions homeless population both during the current threat of El Niño and in the long term. The City of San Fernando is 2.4 square miles in size with a population of 24,587 (2014 U.S. Census Estimates) and is completely surrounded by the City of Los Angeles and more specifically the neighboring communities of Mission Hills, Sylmar, and Pacoima. The City like other cities throughout Los Angeles County has participated in the Greater Los Angeles Homeless Count conducted by the Los Angeles Homeless Services Authority (LAHSA) over the past three years. This process has shown that the homeless population in San Fernando has ranged from 12 homeless individuals in 2013, 17 homeless individuals in 2015, and most recently 19 homeless individuals during the 2016 count; an increase of 11.8% from 2015 to 2016.

The City of San Fernando does not own or control buildings that may currently serve as long-term homeless shelters. Per the City's Multi-Hazard Mitigation Plan, the City has contingency measures in place that facilitate opening of the recreation centers at the City's two parks, Recreation Park (208 Park Avenue, San Fernando, CA) and Las Palmas Park (505 South Huntington Street, San Fernando, CA) during large emergency and/or catastrophic events. Both park facilities have gymnasiums, kitchens, restrooms, and multipurpose rooms. These parks are the designated shelter/evacuation points for the City. Furthermore, Recreation Park is a designated Red Cross shelter facility under the City's Multi-Hazard Mitigation Plan. The transitory nature of our homeless population, coupled with the relatively meager resources of our City, it is impractical for the City to establish its own fixed homeless shelter facilities and/or support services on its own. However, the City has worked successfully with private developers to construct and maintain 19 units of affordable housing to very low income households at 1422 San Fernando Road, 60 units for low and very low income households at 131 Park Avenue, and most recently 29 units for low and very low income households were constructed at 124 Harding Avenue, which was supported by a \$250,000 loan from the City's

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury
Interim Report on El Niño Planning for County Homeless Population
April 6, 2016
Page 3 of 8

Housing Successor Agency Funds. All three of these affordable housing sites provide support social services to their lower income residents.

In addition to working with LAHSA, the City continues to collaborate with the Los Angeles County Homeless Services Authority and the County Department of Public Health. In particular, the County Homeless Services Authority continues to assist San Fernando residents and households that are at-risk of being homeless through the County's Housing Choice Voucher Program (formerly Section 8) and the County Department of Public Health personnel have assisted the City in past canvassing efforts by interviewing homeless individuals in order to provide referral services for housing and other social services needs that they may have. City staff also have a list of homeless shelter locations and free meals agencies for low income individuals looking for a place to stay or access to a meal, which includes agencies like MEND, Hope of the Valley Rescue Mission, Volunteers of America, Beyond Shelter, and the San Fernando Valley Rescue Mission. The City also works in partnership with the Los Angeles Regional Food Bank Commodity Supplemental Food Program to provide low-income/homeless individuals 60 years of age and older with free food kits at Las Palmas Park. Several local partners are also very active in providing free shelter and meal resources, including the Catholic Charities' Loaves and Fishes also provides case management, food, clothing, shelter referrals, and a variety of other services for the homeless and persons at-risk of homelessness.

During the El Niño period, and has been the case during cold winter months, the City employs a more focused approach by utilizing the existing resources and working closely with local agencies and organizations that facilitate the needed services for homeless individuals that are in the City and the surrounding communities. The focused approach includes canvassing of our homeless population throughout the year and during the current El Niño period and referring any identified homeless population to temporary shelter facilities in the surrounding communities.

In addition, to referring homeless individuals to Catholic Charities in San Fernando, the City has been doing direct referrals of homeless individuals to two locations within the immediate vicinity of the City that collectively have approximately 220 beds for temporary housing through the month of March. These two homeless shelters are located at the Greater Community Missionary Baptist Church at 11066 Norris Avenue in Pacoima and at the National Guard Armory at 12860 Arroyo Street in Sylmar.

Recommendation No. IR1.2.:

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

April 6, 2016

Page 4 of 8

provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that additional supplies and equipment are needed in support of the housing needs of the homeless population in our City, our neighboring communities in the City of Los Angeles, and the rest of the Los Angeles County.

As noted in the City's response to the Los Angeles CGJ Recommendation No. IR1.2., the City not only refers homeless individuals to Catholic Charities in San Fernando, the City has been doing direct referrals of homeless individuals to two locations within the immediate vicinity of the City that collectively have approximately 220 beds for temporary housing through the month of March. These two homeless shelters are located at the Greater Community Missionary Baptist Church at 11066 Norris Avenue in Pacoima and at the National Guard Armory at 12860 Arroyo Street in Sylmar.

The City of San Fernando agrees that these facilities and similar facilities that may arise in the future to support homeless housing needs should be given additional financial support through a combination of any available funding sources at the local, County, State, and Federal level that allow them to provide for the basic human needs of the people housed in those buildings not only during the El Niño event, but to create potential sites for long-term homeless housing assistance. Potential site identification within permitted zones of the various municipalities and unincorporated areas of Los Angeles County will go far toward promoting new opportunities for homeless shelters including transitional and supportive housing opportunities. As it relates to existing facilities, additional financial support of governmental and non-governmental organizations that provide housing and other social service needs for homeless individuals should be coordinated across the County and supported by comprehensive planning efforts to address homeless related housing and social service needs that can be vetted through the various council of governments found in the region.

Recommendation No. IR1.3.:

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

April 6, 2016

Page 5 of 8

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that government regulatory agencies with zoning authority should amend existing zoning and permitting regulations to facilitate short-term and long-term homeless shelters as well as transition and supportive housing opportunities available to homeless individuals throughout Los Angeles County.

On February 19, 2013, the City of San Fernando City Council adopted Ordinance No. 1625, establishing new zoning regulations that expanded community access to a variety of housing types that meet the needs of all economic segments of the community. The Ordinance included amongst other things: 1) Identification of emergency homeless shelters as permitted uses in the M-2 (Light Industrial) zone (2008-2014 Housing Element Objective; 2008-2014 Housing Element, V-15 (Housing Plan)); and 2) Identification of manufactured housing, transitional housing and supportive housing as permitted by-right uses in all the City's residential zones.

The Ordinance was adopted in compliance with the 2007 Senate Bill 2 (Cedillo) enacted by the State legislature that requires local jurisdictions to incorporate policies into their general plan housing elements to permit the establishment of: Single Room Occupancy residential units ("SRO"), allow manufactured housing, community care facilities, emergency homeless shelters, transitional and supportive housing as permitted or conditionally permitted uses in specified zoning districts and to amend local ordinances to implement such policies.

As a result of these regulations, the City has processed entitlements for over 300 rental units affordable to low and very low income households within the City of San Fernando in the past five (5) years creating new opportunities for transitional and supportive housing within the City.

Recommendation No. IR1.4.:

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that local agencies within the Los Angeles County should undertake efforts and if necessary amend applicable local regulations that facilitate the development of temporary shelters for peoples without homes including the creation of streamlined project review and permitting processes for by-right uses. As noted above in the City response to Los

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

April 6, 2016

Page 6 of 8

Angeles County CGJ Recommendation IR1.3., the City of San Fernando has updated its zoning regulations over the past three (3) years to facilitate administrative approval of by-right residential housing projects including those involving emergency homeless shelters in the City's industrial zones as well as second dwelling units and transitional and supporting housing projects throughout the City's residential zones. The amended local zoning regulations have resulted in the entitlement of more than 300 affordable during the past five (5) years. The various affordable housing projects have resulted from public-private partnerships private development projects.

Recommendation No. IR1.5.:

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that more should be done to assist those individuals and households that are homeless and/or susceptible to becoming homeless especially during the current El Niño period and into the future. Therefore, the City even with limited resources ensures that the City's two community centers at Recreation Park and Las Palmas Park are opened on an ongoing basis as heating and cooling centers as a result of extreme weather conditions including during this El Niño period.

As noted in the City's response to the Los Angeles CGJ Recommendation No. IR1.2., the City not only refers homeless individuals to Catholic Charities in San Fernando for housing and social service needs, but the City has also been doing direct referrals of homeless individuals to two locations within the immediate vicinity of the City that collectively have approximately 220 beds for temporary housing through the month of March. These two homeless shelters are located at the Greater Community Missionary Baptist Church at 11066 Norris Avenue in Pacoima and at the National Guard Armory at 12860 Arroyo Street in Sylmar. The City of San Fernando agrees with the Los Angeles County CGJ that financial resources should be made available whenever possible to allow existing shelters and non-governmental entities to purchase and distribute tents, tarps, and ponchos to people who cannot be accommodated at the existing shelters.

The City will be exploring the feasibility of allocating future Fiscal Year 2017-2018 Community Development Block Grant (CDBG) Funds provided to the City of San

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

April 6, 2016

Page 7 of 8

Fernando through the Los Angeles County Community Development Commission to assist with the purchase of supplies that could be made available to homeless individuals and families via the City's recreation centers and/or through partnerships with non-governmental organizations that provide homeless shelter services in the City and surrounding communities. During Fiscal Year 2016-2017, the City will also continue to explore potential collaboration with LAHSA in an effort to identify opportunities for local homeless individuals and households to access the more than \$70 million in shelter and housing services available for homeless individuals in the County of Los Angeles.

Recommendation No. IR1.6.:

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that local agencies within the Los Angeles County should evaluate possible opportunities to collaborate with other agencies and/or non-governmental entities to acquire funding necessary to purchase and distribute needed resources to homeless individuals, especially those supplies that are necessary to house and/or provide supplies for homeless individuals that cannot be housed during severe weather conditions and must brave the elements.

As noted above in the City response to Los Angeles County CGJ Recommendation IR1.5., the City of San Fernando is evaluating future opportunities during Fiscal Years 2016-2017 to work with other agencies, and possible public-private partnerships including working with non-governmental organizations such as religious groups like Catholic Charities to provided needed resources to protect the public health, safety, and general welfare of the City and County's homeless population. Lastly, greater coordination at a regional level is needed between the county, municipalities, metropolitan planning organizations, and the various council of governments to create a comprehensive planning effort to allocate resources and address the existing needs of our homeless population.

Recommendation No. IR1.7.:

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

HONORABLE CAROLYN B. KUHL, PRESIDING JUDGE

City of San Fernando Responses to Recommendations from 2015-2016 Civil Grand Jury

Interim Report on El Niño Planning for County Homeless Population

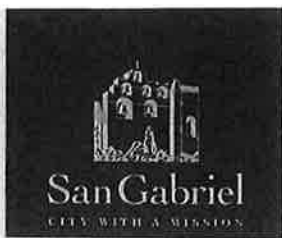
April 6, 2016

Page 8 of 8

City of San Fernando Response:

The City of San Fernando agrees with the Los Angeles County CGJ that public service announcements are critical to getting the word out about the location and availability of shelters, including possible public transportation to said facilities. Past canvassing efforts conducted by the City in collaboration with the Department of Public Health Services personnel have focused on identifying homeless individuals and putting them in contact with needed social services including emergency shelters and temporary housing facilities that may be available through the City's non-governmental and County agencies partners.

The City is also in the process of updating its website in order to provide community public notices on Los Angeles County extreme weather alerts, available cooling and heating centers through our website itself and through the City's various social media outlets (i.e., Facebook page, Twitter and Instagram accounts, and Vimeo video feeds) as well as ongoing use of City public announcement monitors to provide information to the general public. In addition, the City has public information flyers at the various City facilities including the two community centers at Recreation Park and Las Palmas Park informing the public and homeless individuals of homeless shelter locations and free meals to low income individuals.



Phone: 626.308.2800

Fax: 626.458.2830

City Hall: 425 South Mission Drive, San Gabriel, California

Mail: P.O. Box 130, San Gabriel, California 91778-0130

Web: SanGabrielCity.com

March 3, 2016

PRESIDING JUDGE

Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Done

SUBJECT: Response to Cities of Los Angeles County El Nino Planning for the County's Homeless Population (Civil Grand Jury Report)

Dear Presiding Judge:

Please accept the City of San Gabriel's (City) responses to the 2015-2016 interim recommendations made by the Civil Grand Jury which are contained in the Cities of Los Angeles County Inadequate El Nino planning for the homeless population report as required by California Penal Code Section 933(c) and 933.05:

Cities should locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated if there are torrential rains:

Response: Agree; this recommendation has been implemented.

The City's Emergency Management staff designated the Padillo Room located at 324 S. Mission Dr. as the primary location for a homeless shelter and the Grapevine Room (same address) as a secondary location. These two locations have the appropriate ADA fixtures, access, and security features to shelter San Gabriel's homeless population. Being separate from the normal flow of public traffic, these locations also prevent a disruption in the normal operations of important City services.

Cities should determine what supplies, equipment, and staffing are needed to monitor shelter residents and provide basic human needs:

Response: Agree; but elements of this recommendation will be implemented using Red Cross support services and private security will monitor the site in lieu of Department of Health employees and Police staff.

The City's primary and secondary shelter locations provide access to shower and kitchen facilities. Storage for cots, raincoats and other supplies is also located on-site. During an emergency event, the San Gabriel Police Department will be inundated with calls for service and unable to provide shelter security. The City does contract with a private firm that can provide security for the shelter and its residents.

Cities should take steps to modify ordinances that would impede sheltering people in public facilities:

Response: Agree; this recommendation has been implemented.

The City will allow the use of alternate public facilities to shelter the homeless if the occupancy group classification for the facility is comparable to a shelter use and can provide basic human needs, but the occupancy load of the facility cannot increase.

Cities should waive ordinances and regulations that may block private entities from providing temporary shelter:

Response: Agree; this recommendation has been implemented.

The City will allow private entities to shelter the homeless if the occupancy group classification for the facility is comparable to a shelter use and can provide basic human needs, but the occupancy load of the facility cannot increase.

Cities should purchase and provide tents, tarps, and ponchos for those who can't be accommodated in shelters to prevent hypothermia:

Response: Agree; this recommendation has not been implemented but will be implemented in the near future.

The City's Public Works Department will purchase tarps, blankets, and raincoats to accommodate the City's homeless population that cannot be accommodated in a shelter.

Milestone Completion Date: April 1, 2016

Cities should make plans to partner with non-governmental entities to distribute supplies:

Response: Agree; this recommendation has been implemented.

The City of San Gabriel will work with the Red Cross to distribute supplies at the shelter.

Cities should make public service announcements identifying the location of public shelters and information about public transportation:

Response: Agree; this recommendation has been implemented.

The City's Public Information Officer will provide shelter and transportation information to the public pursuant to the City's emergency operations protocol. The City will use our San Gabriel Alert (SG Alert) app, Weibo, Nixle, and other forms of social media to update the community during an emergency event.

The City of San Gabriel believes that the above responses adequately address the recommendations and required responses contained in the Civil Grand Jury's Interim Report for Inadequate El Nino Planning for the County's Homeless Population as required by California Penal Code Section 933(c) and 933.05.

If you have any questions or require additional information, please contact Arminé Chaparyan, Community Development Director at 626.308.2806, ext. 4620.

Sincerely,

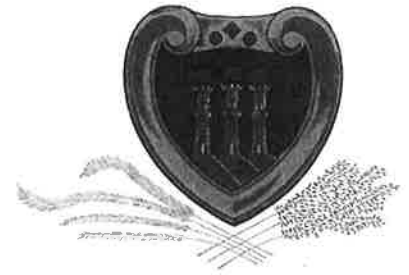


STEVEN A. PRESTON
City Manager

cc: Arminé Chaparyan, Director of Community Development
Clayton Anderson, Neighborhood Services Manager
Chief David Lawton, Police Department
Chief Mario Rueda, Fire Department
Daren Grilley, Director of Public Works/City Engineer
Tom Boecking, Acting Director of Community Services
Bryan Frieders, Division Chief, Verdugo Cities Fire

City of San Marino

Office of the City Manager



JOHN T. SCHAEFER
City Manager

March 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Reference: **EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION**

I write on behalf of the City of San Marino (City) in response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Nino Planning for County Homeless Population (Report). The San Marino City Council publicly reviewed and approved this letter at its March 25, 2016 regular meeting.

Preparatory to providing responses to the Grand Jury's seven specific recommendations, I would like to point out that since 2013 the City has participated in three consecutive annual homeless counts. Before that we participated in the bi-annual counts. During all of these counts the City has only located a single homeless individual. I am providing this information since I think it is relevant when evaluating the City's responses.

Here are San Marino's responses to the 7 recommendations:

IR1.1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Response: The City of San Marino is very small and owns no buildings that have cooking and bathing facilities that would be suitable for a shelter. The only City owned building with these facilities is the Fire station which is staffed 24/7 with emergency fire personnel.

IR1.2. *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

Response: The City's Emergency personnel could quickly move supplies from our Disaster Preparedness cache to a shelter if one were established.

IR1.3. *The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

Response: The City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during the El Nino event.

IR1.4. *The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

Response: San Marino's zoning ordinance currently allows emergency shelters as a permitted use in the C-1 zone. The City has no ordinances or regulations that block private entities from providing temporary emergency shelter to people without homes.

IR1.5. *The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

Response: The City has emergency shelter supplies and these include tents. Tarps and ponchos will be added to our cache of shelter supplies sufficient to serve any homeless individuals in the City in need of assistance in a disaster.

The City contracts with the Pasadena Humane Society and can transport and temporarily shelter pets owned by any homeless person desiring to use an emergency shelter.

IR1.6. *The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

Response: Given the small number of City Staff it would be difficult to take on the additional responsibility of distributing supplies during a disaster, however, we could make supplies available for pick up at the Fire Department, which is centrally located in the City and we would gladly partner with non-governmental entities for the distribution of these supplies.

IR1.7. *Public Service Announcements should be made throughout Los Angeles County about the location of public building shelters available to unsheltered people, including public transportation when needed.*

Response: The City will make public service announcements about the locations of shelters in Los Angeles County for unsheltered people if provided with appropriate information about the shelters and their locations.

For the San Marino City Council,

A handwritten signature in black ink, appearing to read "John T. Schaefer", written over a horizontal line.

John T. Schaefer



City of
SANTA CLARITA

23920 Valencia Boulevard • Suite 300 • Santa Clarita, California 91355-2196
Phone: (661) 259-2489 • FAX: (661) 259-8125
www.santa-clarita.com

February 5, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Your Honor:

Thank you for the analysis and recommendations provided in your 2015-2016 Interim Report regarding concerns of the homeless population during the predicted heavy rainfall this winter.

The City of Santa Clarita has preexisting plans and partnerships to provide shelter and supplies during emergency situations to displaced community members, including homeless persons. In the event of an emergency weather event, City officials will work with the William S. Hart Union School District, American Red Cross, and Los Angeles County Fire and Sheriff Departments to designate various public facilities and distribute necessary supplies to those in need. According to these plans, the City of Santa Clarita has sufficient space and resources available to accommodate the existing homeless population and displaced homeowners if this situation presents itself.

In addition to emergency plans, a local homeless services non-profit agency, Bridge To Home, provides a temporary emergency winter shelter in Santa Clarita. The winter shelter operates November 25 through March 15 each year. With the predicted severity of this winter's storms, the City worked with the shelter to allow an early opening on November 9, 2015. Bridge To Home has room for 60 beds. With below average temperatures and heavy rainfall, the shelter has not reached capacity. Furthermore, Bridge To Home has overflow operations in place to provide transportation to and from two optional locations should the shelter reach capacity.

Thank you again for your recommendations aimed at providing assistance to this population during the predicted severe winter weather. Please let me know if I can be of further assistance.

Sincerely,

Kenneth W. Striplin
City Manager

KWS:JM:sk

S:\MS-Jerrid\Letters\Civil Grand Jury Response Letter-El Nino 2015.doc



Presiding Judge
Los Angeles County Superior Court
February 5, 2016
Page 2

cc: Frank Oviedo, Assistant City Manager
Sarona Vivanco, Interim Assistant to the City Manager
Michael Murphy, Intergovernmental Relations Manager
Jerrid McKenna, Administrative Analyst

Reply all | Delete Junk |

Read: Pre-release delivery of AN INTERIM REPORT BY THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY



KS

Ken Striplin <KSTRIPLIN@santa-clarita.com>

To: Civil Grand Jury;

Reply all |

Wed 12/23/2015 8:37 AM

Your message

To:

Subject: Pre-release delivery of AN INTERIM REPORT BY THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY

Sent: Wednesday, December 23, 2015 4:37:40 PM (UTC) Monrovia, Reykjavik

was read on Wednesday, December 23, 2015 4:37:35 PM (UTC) Monrovia, Reykjavik.

Reply all | Delete Junk |

Relayed: Pre-release delivery of AN INTERIM REPORT BY THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY

MD Mail Delivery System <MAILER-DAEMON@Mail15.LACourt.org>

To: ☐ kstriplin@santa-clarita.com;

Wed 12/23/2015 8:16 AM

This is the mail system at host Mail15.LACourt.org.

Your message was successfully delivered to the destination(s) listed below. If the message was delivered to mailbox you will receive no further notifications. Otherwise you may still receive notifications of mail delivery errors from other systems.

The mail system

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**OFFICE OF
PRESIDING JUDGE**

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles CA 90012

**Subject: City of Santa Fe Springs Response to the Recommendations of 2015-2016
Los Angeles County Civil Grand Jury Interim Report on Inadequate El Niño Planning
for the County Homeless Population**

Dear Presiding Judge of the Los Angeles County Civil Grand Jury:

The City of Santa Fe Springs has reviewed the Grand Jury Interim Report on El Niño Planning for the County Homeless Population. In accordance with California Penal Code Section 933(c) and 933.05, the following is the City of Santa Fe Springs's response to the report:

IR1.1 The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ [Civil Grand Jury] from the expected torrential rains.

The City of Santa Fe Springs understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's Homeless population. Santa Fe Springs, along with other cities in Southeast Los Angeles County, has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and limited resources of cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. Los Angeles County, on the other hand, serves this function through the Department of Public Health. Although there are individual city efforts taking place to address this issue, they also work in coordination with

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two specific lead agencies: the Los Angeles County Homeless Services Authority (LAHSA) and the Gateway Cities Council of Governments (COG) Homeless Initiative. Working in conjunction with these lead agencies is the Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and L.A. County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Initiative – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities located in Southeast Los Angeles County, the 27 cities in the Gateway Region have invested above and beyond LAHSA's County-wide, federally-funded approach. The Gateway Cities Council of Governments (COG) Homeless Initiative is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 27 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateway's strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 27-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to

long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary). Since October 2012, this effort has:

- Served 19,936 people;
- Provided case management to 14,458 people;
- Connect 5,469 people to mental health, primary care, or substance abuse services;
- Helped 2,141 people increase their income; and
- Placed 1,370 people in emergency shelter or bridge housing. Of those, 1,143 have been permanently housed and 113 are veterans.

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health centers (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual city boundaries.

IR1.2 The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Santa Fe Springs understands emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The city's emergency plans, which include El Niño flooding and other catastrophic weather events, are not residence-specific. This means that anyone who needs help would be helped; per City disaster plan protocol, no identification or residency information would be required for admission to the Red Cross shelters or other resource agency shelters. Cities in the Southeast LA County area are part of LA County Operational Areas for Emergency Management. Once

an emergency is declared, emergency response plans will become fully operational and coordinated efforts with the Red Cross and other non-profit organizations will be activated.

The City has also participated in homeless counts in 2013 and 2015, and plans to participate again in 2017. Throughout the year, in partnership with the Whittier Police Department, city staff continually monitors the local homeless population and provides them with resources and assistance as necessary.

IR1.3 The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Santa Fe Springs understands the challenges posed by previous local regulations that may have impeded the establishment of homeless housing in the past, and that is why the Santa Fe Springs Municipal Code was amended in 2013 to bring the city into compliance with Senate Bill 2 (Government Code 65583(a)4a).

However, the City of Santa Fe Springs respectfully disagrees with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Health and Safety regulations are put in place to protect lives and we simply cannot endanger those seeking shelter or those helping them.

IR1.4 The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

As indicated above, the City of Santa Fe Springs has already amended its Municipal Code to comply with SB 2.

IR1.5 The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Santa Fe Springs understands the importance of safeguarding our homeless population who, for various reasons, are unable to be accommodated in emergency shelters. During cold weather, the City of Santa Fe Springs utilizes the 211 Information Line to locate a cold weather shelter pick up points. For those who do not have transportation, we have provided TAP cards to pay for public transportation to the pick-up point. Other times we have transported the homeless via a City van. The City also provides funding/staff support/resources for:

- The City is part of SPA 7 in the Gateway Connections, where information is provided and shared with other communities regarding homelessness resources in the area.

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- The City also coordinates with PATH. The PATH street team makes contact with the local homeless population and attempts to provide them shelter and resources.
- The City also works with other community providers such as:
 - Salvation Army Whittier for those in need of showers.
 - Interfaith Food Center and St. Matthias in Whittier for their lunch programs.
 - St. Matthias also offers mailboxes for homeless in need of the service, as does Whittier First Day

Furthermore, as described in the response to IR1.1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County.

IR1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Santa Fe Springs agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. This is why the City is proud of the Gateway COG's regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system's umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

IR1.7 Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

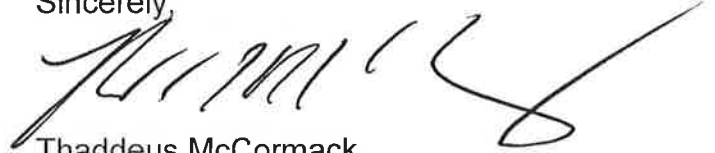
The City of Santa Fe Springs agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. The city is committed to posting this information using the City's Facebook page and other social media outlets, as well as at city parks and facilities via a directory that provides information on food and shelter resources in the immediate area. In addition, the City has flyers for 211 and PATH available in the lobbies of City facilities.

We appreciate the opportunity to respond to the Civil Grand Jury's Report. As was mentioned above, cities, counties, and nonprofit agencies cannot face this issue alone. Having the state as an active partner in this effort would go a long way. Legislative proposals such as the Senate's "No Place Like Home" initiative would help cities and counties with additional resources and flexibility to better serve homeless individuals and families, increase access to affordable housing, address the effects of income inequality, and extend programs for homeless who are either disabled or in need of mental-health assistance. This \$2 billion initiative repurposes Proposition 63 (2004) bond funds and leverages billions of additional dollars from other local, state, and federal funding to achieve its goals.

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Should you have any questions, please direct them to Maricela Balderas at 562-868-0511, extension 2129.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thaddeus McCormack', with a long, sweeping flourish extending to the right.

Thaddeus McCormack
City Manager

ATTACHMENT
Appendix Response

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City of Santa Fe Responses to Grand Jury Interim Report (Appendix)

1. How significant, using numbers, is the homeless problem in your city?

Every January, the County of Los Angeles, via the Los Angeles Homeless Service Authority (LAHSA), performs a point-in-time count of people who are homeless. In the past, these counts have been conducted every two years in January. This year will mark the first time a count has been conducted each year. These numbers are categorized by demographics, SPAs (Service Planning Areas), and by city in the 2015 count. According to this official count conducted January 2015, our city has approximately 300 people who are homeless.

2. Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

The number of people homeless per city has only been tabulated in the 2015 count. We do not have actual data for past years. However, anecdotal evidence would suggest that the numbers have been on the uptick.

Accordingly, the city is part of the Gateway Cities Council of Governments (COG). The COG has a regional homelessness outreach and services initiative that is implemented by local homeless service agencies.

The intrinsic (and subjective) assessment of homeless numbers and trends for our region is documented by the COG Homeless Team, and is the following:

In 2013, 2,429 individuals were found to be homeless in the Gateway Cities region as compared to 3,571 counted in January 2015. This increase can largely be attributed to better homeless count methodology, specifically the involvement and leadership of the COG Homeless Team in facilitating the count and improved census tract coverage. However, some of this increase is a reflection of the overall increase in homelessness in Los Angeles county; homelessness increased by %12 in Los Angeles County from 2013-2015, and the visibility of encampments and homelessness has also increased. This increase can be attributed to an extremely low rental vacancy rate in LA County, increasing rental costs and cost of living, lack of affordable housing, and unemployment and under employment. In the Gateway Cities region, there has also been a significant increase in the number of individuals experiencing homelessness who have substance abuse and/ or mental health conditions, and the number of homeless families has also increased.

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3. Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms? If so, could you provide us with a copy of this plan?

During the months of November through March, the County, via LAHSA, opened up emergency shelter and services for people who are homeless. This “winter shelter” system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, showers, clothing, and limited support services. Our region primarily relies on Bell Shelter, the designated Cold Weather Shelter in Service Area 7.

The City does refer our homeless senior clients to the Senior Nutrition Program at the Gus Velasco Neighborhood Center (GVNC), and, during hot weather events, we have referred clients staying in their car to our “cool zone” located at the GVNC. During cold weather, we utilize 211 Info. Line to locate a cold weather shelter pick up point. For those who do not have transportation, we have provided TAP cards to pay for public transportation to the pick-up point. Other times we have transported the homeless via a City van. For those who have been living in the City and find themselves homeless, we also have been able to utilize City, Family and Human Service Funds to provide emergency overnight shelter. This is usually utilized to keep people safe overnight until we can find a shelter or other appropriate living arrangements. We also utilize emergency food and clothing from our “Gus’ Kitchen” food pantry and Community Closet located at GVNC. We have referred others without any other options to the First Southern Baptist Church in Buena Park for emergency overnight shelter. Additionally, the COG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff’s Department, local police departments (including Whittier Police Department), and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to link individuals experiencing homelessness in the riverbeds and flood channels to transitional and permanent housing and services in advance of the predicted storms. Weekly collaborative outreach began in early October and is ongoing.

Our city is linked to this system, and we will refer people who are homeless in our city to these emergency shelters.

4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters?

See answer to #3.

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5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?

Our city is part of the Gateway Cities Council of Governments (COG). The COG has a regional homelessness outreach and services initiative that is implemented by local homeless service agencies. This program provides direct services to our city that includes the following: street outreach, case management, referrals to transitional housing, and access to permanent housing via vouchers and rapid re-housing assistance.

Gateway Cities COG Homeless Team works to link clients in Bell Shelter and other bridge housing, as well as those experiencing homelessness on the streets, to permanent housing. The COG Homeless Outreach team assists clients in getting necessary documentation to obtain housing, and enters clients' information into the countywide Coordinated Entry System.

Through the Coordinated Entry System, clients are matched to appropriate permanent housing resources based on their acuity and preferences.

6. Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

Our city is committed to caring for all of our citizens, including our neighbors living on the streets. As part of the COG homeless initiative, we work to help transition people from the streets into permanent housing. During extreme weather conditions we work with LAHSA and the COG Homeless Team to help people on the streets access the County Winter Shelter system.

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Rick Cole
City Manager

Office of the City Manager
1685 Main Street
PO Box 2200
Santa Monica, CA 90407-2200

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February 16, 2016

Presiding Judge Carolyn Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor -Room 11-506
Los Angeles, CA 90012

Re: El Nino Planning for County Homeless Population

Dear Judge Kuhl,

The City of Santa Monica welcomes the County of Los Angeles Civil Grand Jury's interim report regarding El Nino planning and homelessness. Like the Civil Grand Jury, for many years the City has been alarmed about the long standing and county-wide inadequate response to homelessness regardless of El Nino or other natural disaster threats. In more recent months the City has been heartened to learn that the County of Los Angeles and the City of Los Angeles are each taking steps to boost their efforts to reduce homelessness.

With regard to the Civil Grand Jury's Interim Report and the City's efforts, homelessness in Santa Monica is neither a seasonal issue nor is the City's response to homelessness limited to El Nino storms or other similar events. Santa Monica's efforts are far more comprehensive and extensive. As a City, Santa Monica assists people who are homeless every day, regardless of the weather. A significant number of emergency, transitional, and permanent housing resources exist within the city. Specifically, Santa Monica has 314 permanent supportive housing beds, 337 transitional beds, and 95 emergency beds. Additionally, City residents utilize the 210 beds available at the SPA 5 West Los Angeles Winter Shelter Program. The Santa Monica City Council's policy is to support a balanced approach. The City considers the need for assistance and services for people experiencing homeless while proving for the health, safety, and welfare of all people in Santa Monica. At the same time, Santa Monica advocates for regional initiatives involving county, state and federal governments to reduce chronic homelessness. For several years the City's homelessness initiatives have been guided by the City's Action Plan to Address Homelessness, copy attached. The plan was created through community-wide collaboration. It represents a progressive and compassionate approach to assist homeless persons in the City. Under the Plan, the City employs a variety of strategies to accomplish its goals, including:

Prioritization and Housing First – All City-funded agencies use universal assessment screening to identify the most acute and vulnerable homeless individuals. The City prioritizes these individuals for the most intensive interventions and supportive housing resources. Using a Housing First approach, individuals are provided appropriate housing as quickly as possible, with intensive wrap-around services to stabilize them once housed.

Local Investment - In fiscal year 2015/2016, the City will provide over \$8.1 million in the annual Human Services Grant Program (HSGP) funding to local nonprofit agencies to create a “safety net” of services for low-income and homeless individuals. Over \$2.8 million of this funding is specifically for programs dedicated to homeless households. In addition to the HSGP funding, the City allocates \$56,456 of City General Funds to provide flexible funds for homeless prevention and eviction prevention.

Collaboration between City and Community Agencies - The City has a dedicated Homeless Initiatives Team within the Community and Cultural Services Department that manages the grants funds and coordinates services to the City’s homeless priority population (as defined in the Action Plan). The team leads monthly case conferencing meetings with City-funded and county agencies to problem-solve difficult cases and remove barriers to housing for the most chronically homeless. The team also communicates daily with other City departments impacted by homelessness – Santa Monica Police Department, Housing, Public Works, City Attorney, the Library, and others – to coordinate efforts, streamline procedures, and review City policies that may unintentionally create barriers to moving people from the streets into housing. The City tracks the effectiveness of collaboration through an annual Point In Time Homeless Count. The City also works to reconnect homeless individuals with friends and family in their home communities, who will provide a stable living situation and support through Project Homecoming. Since 2006, Project Homecoming has taken more than 1,818 individuals off the streets and reunited them with loved ones. Further, every day, our Police Department’s Homeless Liaison Program (HLP Team) seeks to move beyond law enforcement to link homeless individuals with appropriate services through our network of public, non-profit and faith-based organizations.

Collaboration with the Justice System - In 2007, the City implemented the Homeless Community Court (HCC), which is a collaboration between the City of Santa Monica, Los Angeles County Superior Court, the Public Defender’s Office and service providers. The HCC addresses the root problems that lead to criminal behavior by connecting clients to appropriate treatment and permanent housing. Since inception, 107 program graduates have moved into permanent housing.

The 2015 Homeless Count identified 738 homeless individuals in Santa Monica and as the Civil Grand Jury Interim Report notes, 44,359 homeless persons in the County of Los Angeles. Since the 2009 baseline year, there has been a 19% decrease in the total number of people who are homeless in our community (915 to 738). This includes a 16% decrease in the number of people who are street homeless or living in their vehicle (480 to 402). However, despite the City’s efforts, there is not enough housing locally for everyone who needs it.

The City of Santa Monica's approach to homelessness is not stagnant. At a regional level, City staff recently participated in countywide Homeless Initiative Policy Summits, sharing insight and learning about the efforts of others. An interdepartmental City team including staff from the Fire, Police, Human Services, Housing, City Attorney's Office and Rent Control departments is examining our current approach and developing new strategies. As part of this commitment to invest in innovative solutions, additional general funds have been allocated for a new multi-disciplinary street team, which will provide street-based medical and behavioral health interventions to people where they are – in public spaces, parks, and libraries. Santa Monica also believes that homeless prevention is an important strategy and has recently developed an Older Adult Task Force to respond to a growing segment of the community who are aging, disabled, and at high risk for homelessness. These individuals are among the most difficult and costly to re-house once homeless. The Task Force is comprised of staff from various City departments, including Code Enforcement, and service providers who meet regularly to identify older adults who are at imminent risk of losing their housing and collaboratively develop homeless prevention and intervention plans.

City of Santa Monica staff work closely with their disaster and emergency management counterparts in the City of Los Angeles and the County of Los Angeles. If there is a declared Countywide or statewide emergency due to a natural disaster or other emergency, Santa Monica would provide emergency services, including shelter as appropriate, to as many people in need as possible, regardless of their residential status. As specified in our Mass Care and Shelter Handbook, copy attached, shelters would be operated at identified facilities in conjunction with the American Red Cross. If the American Red Cross were unable to manage shelter sites, the City would undertake efforts to open an alternate City facility. Access to emergency shelter services following a declared disaster, would not be limited to homeless individuals. The City estimates that it could house approximately 100 people. These shelter services would be available to anyone in Santa Monica who needed emergency shelter following a declared emergency, regardless of the location of their permanent residence.

This year, with homelessness remaining unabated and a wet winter predicted, the City is more closely coordinating efforts with County of Los Angeles through the Winter Shelter Program. Located in West Los Angeles, immediately outside of the City, participants can access transportation to the shelter from Market Street and Ocean Front Walk in Venice nightly at 5pm, 6:30pm, and 7:15pm or until capacity is reached. Local homeless service providers, outreach workers and first responders are engaging homeless individuals wherever they can be located and actively encouraging them to utilize the Winter Shelter Program and pursue permanent housing through the countywide Coordinated Entry System. The Westside Coalition's Faith Committee has purchased heavy-duty ponchos and is distributing them at the Westside Winter Shelter. Additionally, the locations of heating and cooling stations throughout the County are disseminated through direct outreach as well as mainstream and social media.

Presiding Judge Carolyn Kuhl

February 16, 2016

Page 4

In closing, the City of Santa Monica welcomes the Civil Grand Jury's efforts to expose the myriad of health and safety issues that may confront communities and homeless individuals throughout the County of Los Angeles should there be significant El Nino emergencies in the coming weeks and months. The Civil Grand Jury should rest assured that the City of Santa Monica will not shirk its obligations to provide for the safety of all members of this community, regardless of whether they are housed or homeless. Attached are the City's responses to the recommendations of the Civil Grand Jury. Please feel free to contact me if you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Cole". The signature is fluid and cursive, with the first name "Rick" and last name "Cole" clearly distinguishable.

Rick Cole

City Manager

CC: Los Angeles County Supervisor Sheila Kuehl

City of Santa Monica's Responses to Recommendations:

Before addressing the recommendations contained in the Civil Grand Jury's Interim Report, the City offers this global observation about those recommendations. As the Civil Grand Jury knows and no doubt appreciates, the City of Santa Monica is a charter city. As a charter city, the City of Santa Monica enjoys broad authority over its municipal affairs, including in areas such as public health and safety as well as zoning. In limited exceptions, the state legislature can enact legislation which preempts the City's jurisdiction. Absent such laws of statewide application and concern, the City enjoys legislative control within its boundaries, except as limited by its charter and the federal and state constitutions. The City raises this because many of the Civil Grand Jury's recommendations could be interpreted to be legal commands that attempt to undermine the prerogatives of charter cities like Santa Monica. The City assumes that this is not the Civil Grand Jury's intent. The City also assumes that the Civil Grand Jury fully respects the state Constitution's protection of the legal status of the City of Santa Monica as a charter city.

Recommendations:

IR1.1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Response: In response to an emergency, the City's Office of Emergency Management has identified various locations throughout the City that can be used for shelters. As noted above, in a declared emergency Santa Monica would provide emergency services, including shelter as needed and as appropriate, to as many people as possible, regardless of whether they were previously housed or homeless. These general shelter services would be available to any Santa Monica resident in need. Access to shelter services would not be limited to homeless individuals. As specified in the City's emergency plan, shelters would be operated at various facilities throughout the City in conjunction with the American Red Cross. If the American Red Cross were unable to manage shelter sites, an additional City facility would be opened. The City estimates that facility could house approximately 100 people.

Regarding existing homeless shelter beds, the recent Point in Time shelter count and data from the Los Angeles Homeless Services Authority Winter Shelter Program indicate that the beds available in the community are currently under-utilized

A copy of the Mass Care and Shelter Handbook is attached.

IR1.2. *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

Response: The City's Office of Emergency Management has stockpiled and pre-positioned emergency supplies throughout the City. Because an emergency can potentially last several days and may leave the City cut off from resupplies for a period of time, the City's effort in this regard is to remain self-sufficient during a disaster response for 3-5 days. This means having enough food, water, and other supplies to support City response personnel and other disaster assistance partners for that period of time. This does not include disaster supplies for the public such as food or water. This does include shelter operations supplies such as cots, blankets, and hygiene kits.

***IR1.3.** The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.*

Response: The City has no such ordinances and it already has in place a comprehensive emergency response plan. Consequently, the City does not believe that it needs to modify any ordinance or regulations. Regardless, the City also believes that health, fire and other safety standards remain as important in emergencies as they do in "non-catastrophic times", perhaps even more so. The City's experience in dealing with other emergencies, especially the 1994 Northridge earthquake, teaches that it is misguided to relax health, fire and safety standards in response to emergencies, as such a response could have potentially serious consequences and lead to worsened public health safety outcomes.

***IR1.4.** The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.*

Response: The City has no such ordinances. At this time, the City believes that it is unnecessary to preemptory amend or otherwise "waive" its zoning law or building codes. This City notes that the processes to amend or to "waive" such laws are lengthy and accordingly, any changes could very well not be in place before any potential El Nino emergency arises. Should an emergency occur that in the opinion of the City requires this response, the City would have ample legal means to do so at that time.

***IR1.5.** The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.*

Response: The City's emergency plan includes accommodating persons with pets. In addition, the local homeless shelter, SAMOSHEL, does accommodate people with service or emotional support animals. As noted above, the City is working with various local homeless service providers, outreach workers, and first responders to engage homeless individuals wherever they are located. A coordinated effort to actively

encourage homeless persons to utilize the Winter Shelter Program and to pursue permanent housing through the countywide Coordinated Entry System already exists. Heavy-duty ponchos are being distributed at the Westside Winter Shelter. Additionally, the locations of heating and cooling stations throughout the County are disseminated through direct outreach, as well as mainstream and social media. The recent Point in Time homeless count indicates that there is still capacity within the City's shelters, and data from the Los Angeles Homeless Services Authority continues to indicate under-utilization of the Winter Shelter Program beds.

***IR1.6.** The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.*

Response: The City's emergency plan includes accommodating persons with pets. In addition, the local homeless shelter, SAMOSHEL, does accommodate people with service or emotional support animals. Heavy-duty ponchos are being distributed at the Westside Winter Shelter. The City has been, and will continue to, partner with non-governmental agencies.

***IR1.7.** Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.*

Response:

Information regarding the location of shelters is disseminated to unsheltered people through direct outreach, as well as mainstream and social media. The City produces a brochure of local homeless services that is available at public counters and libraries, and is distributed to businesses, hospitals, faith communities and upon request by other partners. Transportation is provided to the Winter Shelter.

If the County were to produce a PSA, the City would air it on local access City TV as well as post it to our website and social media outlets.



Rick Cole
City Manager

Office of the City Manager
1685 Main Street
PO Box 2200
Santa Monica, CA 90407-2200

RECEIVED

FEB 29 2016
OFFICE OF
PRESIDING JUDGE

February 16, 2016

Presiding Judge Carolyn Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor -Room 11-506
Los Angeles, CA 90012

Re: El Nino Planning for County Homeless Population

Dear Judge Kuhl,

The City of Santa Monica welcomes the County of Los Angeles Civil Grand Jury's interim report regarding El Nino planning and homelessness. Like the Civil Grand Jury, for many years the City has been alarmed about the long standing and county-wide inadequate response to homelessness regardless of El Nino or other natural disaster threats. In more recent months the City has been heartened to learn that the County of Los Angeles and the City of Los Angeles are each taking steps to boost their efforts to reduce homelessness.

With regard to the Civil Grand Jury's Interim Report and the City's efforts, homelessness in Santa Monica is neither a seasonal issue nor is the City's response to homelessness limited to El Nino storms or other similar events. Santa Monica's efforts are far more comprehensive and extensive. As a City, Santa Monica assists people who are homeless every day, regardless of the weather. A significant number of emergency, transitional, and permanent housing resources exist within the city. Specifically, Santa Monica has 314 permanent supportive housing beds, 337 transitional beds, and 95 emergency beds. Additionally, City residents utilize the 210 beds available at the SPA 5 West Los Angeles Winter Shelter Program. The Santa Monica City Council's policy is to support a balanced approach. The City considers the need for assistance and services for people experiencing homeless while proving for the health, safety, and welfare of all people in Santa Monica. At the same time, Santa Monica advocates for regional initiatives involving county, state and federal governments to reduce chronic homelessness. For several years the City's homelessness initiatives have been guided by the City's Action Plan to Address Homelessness, copy attached. The plan was created through community-wide collaboration. It represents a progressive and compassionate approach to assist homeless persons in the City. Under the Plan, the City employs a variety of strategies to accomplish its goals, including:

Prioritization and Housing First – All City-funded agencies use universal assessment screening to identify the most acute and vulnerable homeless individuals. The City prioritizes these individuals for the most intensive interventions and supportive housing resources. Using a Housing First approach, individuals are provided appropriate housing as quickly as possible, with intensive wrap-around services to stabilize them once housed.

Local Investment - In fiscal year 2015/2016, the City will provide over \$8.1 million in the annual Human Services Grant Program (HSGP) funding to local nonprofit agencies to create a “safety net” of services for low-income and homeless individuals. Over \$2.8 million of this funding is specifically for programs dedicated to homeless households. In addition to the HSGP funding, the City allocates \$56,456 of City General Funds to provide flexible funds for homeless prevention and eviction prevention.

Collaboration between City and Community Agencies - The City has a dedicated Homeless Initiatives Team within the Community and Cultural Services Department that manages the grants funds and coordinates services to the City’s homeless priority population (as defined in the Action Plan). The team leads monthly case conferencing meetings with City-funded and county agencies to problem-solve difficult cases and remove barriers to housing for the most chronically homeless. The team also communicates daily with other City departments impacted by homelessness – Santa Monica Police Department, Housing, Public Works, City Attorney, the Library, and others – to coordinate efforts, streamline procedures, and review City policies that may unintentionally create barriers to moving people from the streets into housing. The City tracks the effectiveness of collaboration through an annual Point In Time Homeless Count. The City also works to reconnect homeless individuals with friends and family in their home communities, who will provide a stable living situation and support through Project Homecoming. Since 2006, Project Homecoming has taken more than 1,818 individuals off the streets and reunited them with loved ones. Further, every day, our Police Department’s Homeless Liaison Program (HLP Team) seeks to move beyond law enforcement to link homeless individuals with appropriate services through our network of public, non-profit and faith-based organizations.

Collaboration with the Justice System - In 2007, the City implemented the Homeless Community Court (HCC), which is a collaboration between the City of Santa Monica, Los Angeles County Superior Court, the Public Defender’s Office and service providers. The HCC addresses the root problems that lead to criminal behavior by connecting clients to appropriate treatment and permanent housing. Since inception, 107 program graduates have moved into permanent housing.

The 2015 Homeless Count identified 738 homeless individuals in Santa Monica and as the Civil Grand Jury Interim Report notes, 44,359 homeless persons in the County of Los Angeles. Since the 2009 baseline year, there has been a 19% decrease in the total number of people who are homeless in our community (915 to 738). This includes a 16% decrease in the number of people who are street homeless or living in their vehicle (480 to 402). However, despite the City’s efforts, there is not enough housing locally for everyone who needs it.

The City of Santa Monica's approach to homelessness is not stagnant. At a regional level, City staff recently participated in countywide Homeless Initiative Policy Summits, sharing insight and learning about the efforts of others. An interdepartmental City team including staff from the Fire, Police, Human Services, Housing, City Attorney's Office and Rent Control departments is examining our current approach and developing new strategies. As part of this commitment to invest in innovative solutions, additional general funds have been allocated for a new multi-disciplinary street team, which will provide street-based medical and behavioral health interventions to people where they are – in public spaces, parks, and libraries. Santa Monica also believes that homeless prevention is an important strategy and has recently developed an Older Adult Task Force to respond to a growing segment of the community who are aging, disabled, and at high risk for homelessness. These individuals are among the most difficult and costly to re-house once homeless. The Task Force is comprised of staff from various City departments, including Code Enforcement, and service providers who meet regularly to identify older adults who are at imminent risk of losing their housing and collaboratively develop homeless prevention and intervention plans.

City of Santa Monica staff work closely with their disaster and emergency management counterparts in the City of Los Angeles and the County of Los Angeles. If there is a declared Countywide or statewide emergency due to a natural disaster or other emergency, Santa Monica would provide emergency services, including shelter as appropriate, to as many people in need as possible, regardless of their residential status. As specified in our Mass Care and Shelter Handbook, copy attached, shelters would be operated at identified facilities in conjunction with the American Red Cross. If the American Red Cross were unable to manage shelter sites, the City would undertake efforts to open an alternate City facility. Access to emergency shelter services following a declared disaster, would not be limited to homeless individuals. The City estimates that it could house approximately 100 people. These shelter services would be available to anyone in Santa Monica who needed emergency shelter following a declared emergency, regardless of the location of their permanent residence.

This year, with homelessness remaining unabated and a wet winter predicted, the City is more closely coordinating efforts with County of Los Angeles through the Winter Shelter Program. Located in West Los Angeles, immediately outside of the City, participants can access transportation to the shelter from Market Street and Ocean Front Walk in Venice nightly at 5pm, 6:30pm, and 7:15pm or until capacity is reached. Local homeless service providers, outreach workers and first responders are engaging homeless individuals wherever they can be located and actively encouraging them to utilize the Winter Shelter Program and pursue permanent housing through the countywide Coordinated Entry System. The Westside Coalition's Faith Committee has purchased heavy-duty ponchos and is distributing them at the Westside Winter Shelter. Additionally, the locations of heating and cooling stations throughout the County are disseminated through direct outreach as well as mainstream and social media.

Presiding Judge Carolyn Kuhl

February 16, 2016

Page 4

In closing, the City of Santa Monica welcomes the Civil Grand Jury's efforts to expose the myriad of health and safety issues that may confront communities and homeless individuals throughout the County of Los Angeles should there be significant El Nino emergencies in the coming weeks and months. The Civil Grand Jury should rest assured that the City of Santa Monica will not shirk its obligations to provide for the safety of all members of this community, regardless of whether they are housed or homeless. Attached are the City's responses to the recommendations of the Civil Grand Jury. Please feel free to contact me if you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Cole". The signature is fluid and cursive, with the first name "Rick" and last name "Cole" clearly distinguishable.

Rick Cole

City Manager

CC: Los Angeles County Supervisor Sheila Kuehl



City of Sierra Madre

232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024
phone 626.355.7135 fax 626.355.2251

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St.
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

March 3, 2016

RE: REQUEST FOR RESPONSE – LOS ANGELES COUNTY CIVIL GRAND JURY HOMELESS SURVEY

To whom it may concern;

The City of Sierra Madre is in receipt of the undated document titled “Inadequate El Niño Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury”.

The City of Sierra Madre is also of the understanding that in Section VII “REQUEST FOR RESPONSE”, California Penal Code Sections 933 (c) and 933.05 is cited and thus submits its responses to the Los Angeles county Civil Grand Jury Homeless Survey.

The contact for primary responsibility for dealing with homeless people in the city is as follows:

Larry Giannone, Public Safety Director – Police Chief
626-355-7135 ext. 501
lgiannone@cityofsierramadre.com

1. *How significant, using numbers, is the homeless problem in your city? **Homeless problems in the City of Sierra Madre are not significant, averaging approximately 5 persons at any given time.***
2. *Has the number of homeless people in your city increased or decreased during the last 5 years? Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families? **Five year trends in the number of homeless people have not been studied due to the extremely low ambient quantities. There have been no applicable observations, however there have not been any homeless couples or homeless children identified in the past five years.***
3. *Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe*

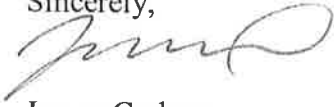
rainstorms. If so, could you provide us with a copy of this plan? No formal plan exists as described. However, the City does prepare and publicize city facilities that serve as “cooling centers” for extreme heat, which is a much more common challenge than extreme cold. Homeless populations are accepted equal to any other components of the general populations to assistance including shelters when necessary. The Planning division of the Emergency Operations Center protocol also refers to a specific homeless population planning document named “Disaster Planning for People Experiencing Homelessness” by Sabrina Edgington and produced by the National Health Care for the Homeless Council, 2009.

4. *Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms? If so, how many shelters does the city provide, where are they located, and during what hours are they open? Are cots or other sleeping facilities provided? Is food provided, and if so by whom? Are toilet and washing facilities, including showers, provided at the shelters? There are two locations identified in the city as potential sheltering locations. The Recreation Center at 611 E. Sierra Madre Blvd., and a combination of the Hart Park House Senior Center located at 222 W. Sierra Madre Blvd and the Congregational Church at 170 W. Sierra Madre Blvd. These locations have been used during previous emergency operations that included evacuations. Both locations are equipped with large rooms and kitchen facilities, and have shower/restroom facilities immediately adjacent. Both locations have also been identified as they can accept pets in adjacent open spaces if needed. The American Red Cross and Sierra Madre CERT have trailers parked adjacent to City Hall and the Senior Center shelter location that are stocked with cots, blankets, and other emergency response equipment. The City of Sierra Madre may also contact the East San Gabriel Valley Coalition for the Homeless to determine if additional and/or more efficient assistance can be given to assist those in need. Homeless populations are accepted equal to any other components of the general populations to assistance including shelters when necessary.*
5. *After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing? The City does not provide this service at this time. Should the need be realized, we would seek assistance from the East San Gabriel Valley Coalition for the Homeless, which is a non-profit 501c3 charitable organization that has programs for emergency assistance, transitional housing, winter sheltering, and substance abuse recovery in the area. Resources from Los Angeles County and the City of Pasadena may also be looked into.*
6. *Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms? The City of Sierra Madre has learned to be very nimble during emergencies. In the past 7 years, we have had fire and numerous mudslide events that included evacuation and sheltering. We have also had an extreme windstorm event that tested our response flexibilities. Being a very small community of approximately 3 square miles and approximately 11,000 residents, city staff has learned to make the most of limited resources to respond to emergencies. Homeless populations will continue to be accepted equally in disaster response, including extreme weather conditions.*

The City has also updated its zoning code to provide for emergency shelters and their associated development standards. A copy of this ordinance is attached.

Thank you for your inquiry and please do not hesitate Public Safety Director Larry Giannone or myself for any additional information or questions.

Sincerely,

A handwritten signature in dark ink, appearing to read 'J. Carlson', written in a cursive style.

James Carlson
Management Analyst
City of Sierra Madre
jcarlson@cityofsierramadre.com
626-355-7135 ext. 803

17.40.025 - Emergency shelters development standards.

- A. Property Development Standards. The emergency shelter shall conform to all property development standards of the M Zone except as modified by these development standards.
- B. Maximum Number of Persons/Beds. An emergency shelter for homeless persons shall contain no more than eight beds and shall provide shelter for no more than eight persons. Additionally, the cumulative total number of beds permitted in the M Zone shall not exceed eight. Such maximum number may be accommodated in multiple shelters not to exceed the cumulative total.
- C. Parking. On-site parking shall be provided based on the following standards: one parking space for every four beds, plus one-half space designated for each bedroom designated for families with children, plus one parking space for each employee or volunteer on duty, plus one space for every vehicle operated by the facility.
- D. Lighting. Adequate exterior lighting shall be provided for security purposes. The lighting shall be stationary and designed, arranged and installed so as to confine direct rays onto the premises and to direct light away from adjacent structures and public rights-of-way. External lighting shall be of intensity compatible with the neighborhood.
- E. Common Facilities. The emergency shelter may provide one or more of the following specific common facilities for the exclusive use of the residents:
 - 1. Central cooking and dining room.
 - 2. Recreation room.
 - 3. Laundry facilities to serve the number of occupants in the shelter.
 - 4. Other uses that are considered as ancillary to the primary use such as office, storage.
- F. On-site Staff. At least one manager shall be on site during all hours of operation of the facility. Such manager must be an individual who does not utilize the shelter's beds or other services and who resides off-site. The manager must be accompanied by one supportive staff member. Such staff member must be an individual who does not utilize the shelter's beds or other services and who resides off-site.
- G. Security. Security personnel shall be provided during operational hours whenever clients are on the site. Security personnel are in addition to the staffing requirements in subsection (E). A security plan shall be submitted to the city prior to issuance of a certificate of occupancy.
- H. Concentration of Uses. No more than one emergency shelter shall be permitted within a radius of three hundred feet from another such emergency shelter.
- I. Emergency Shelter Operations. The agency or organization operating the emergency shelter shall comply with the following requirements:
 - 1. Each emergency shelter resident shall stay for no more than ninety days (cumulative, not consecutive) in a three-hundred-sixty-five-day period. Extensions up to a total stay of one hundred eighty days in a three-hundred-sixty-five-day period may be provided if no alternative housing is available.
 - 2. On-site client waiting and intake areas shall be located inside the building.
 - 3. The provider shall provide an annual report of the use of the facility and determination of compliance with the city's development standards for the use.

(Ord. No. 1352, § 11, 2-11-14)



CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

February 29, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to Interim Report by the 2015-16 Los Angeles County Civil Grand Jury – Inadequate El Niño Planning for County Homeless Population

The City of Signal Hill appreciates the concern of the Los Angeles County Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's Homeless population. The City of Signal Hill acknowledges the recommendations by the Civil Grand Jury in its Interim Report and provides this letter to respond to the recommendations.

The City of Signal Hill is a member of the Gateway Cities Council of Governments (GCCOG), which is made up of 28 cities in southeast Los Angeles County, the County of Los Angeles, and the Port of Long Beach. The GCCOG region is home to over two million people and many of the cities within the region have been identified as disadvantaged communities that are struggling to provide basic local services to their community. Cities within the GCCOG region are impacted by homelessness and have made efforts to address the issue. However, the cities recognized, that individually, each city did not have the resources to meaningfully address the homeless issue on their own.

Every January, the County of Los Angeles together with GCCOG member cities work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point-in-time count of people who are homeless in each city. According to the official count conducted in January 2015, 3,571 individuals were found to be homeless in the Gateway Cities region – 12 in Signal Hill.

Recognizing the need to address homelessness, the GCCOG member agencies joined together in an ongoing coordinated effort to combine resources to respond and reduce the number of homeless in the GCCOG region. In 2008, the GCCOG partnered with People Assisting the Homeless (PATH) and the Corporation for Supportive Housing to develop the Gateway Cities Homeless Strategy. The Executive Summary of the

Homeless Strategy is attached for your reference. The Homeless Strategy is more than creating shelter during significant weather events. It is an all-encompassing plan that in part:

- Addresses the factors that lead to homelessness.
- Identifies existing services and interim housing within the GCCOG region.
- Enhances government-wide collaboration to leverage limited local funds to secure other forms of funding including homeless prevention, Emergency Food and Shelter Program funds, and Section 8 Home Funds.
- Creates and implements a multi-year plan to increase the stock of permanent supportive housing.

The City of Signal Hill believes the GCCOG Homeless Strategy provides a long-term approach to address homelessness and meets the intent of the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Report Recommendations:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Signal Hill began preparing for the possibility of torrential rains associated with forecasted El Niño storm since late summer 2015. Signal Hill has its own Emergency Operations Center and the City's Emergency Preparedness Program has identified buildings that can be used for emergency shelter regardless of the type of emergency. The Emergency Operations Coordinator recently conducted a staff training exercise based on a weather related emergency.

The City of Signal Hill is 2.2 square miles in area and surrounded by the City of Long Beach on all sides. Signal Hill lacks the resources to effectively carryout Recommendation IR 1.1 on its own, but is a participant of the GCCOG Homeless Strategy. The County of Los Angeles serves to provide health and welfare programs through its Department of Public Health. The Department of Public Health works in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the GCCOG Homeless Strategy.

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County. The cities of Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts. LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and LA County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

In a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelter for people who are homeless during the months of November through March. This “winter shelter” system is designed specifically for people on the streets who are encountering inclement weather, and provides shelter, food, clothing, and support services. Additionally, the GCCOG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff’s Department, local police departments, and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms. Weekly collaborative outreach began in early October and is ongoing.

In the event of a severe El Niño storm, the City of Signal Hill Emergency Operations Center would be activated to manage storm related issues and prepared to respond to the needs of homeless. Additionally, The Signal Hill Police Department participates in a regional partnership with the Los Angeles County Department of Mental Health. This team is known as the Southeast Regional Mental Evaluation Team (SRMET), and consists of a police officer and Department of Mental Health clinician partnered together in a patrol car. The goal of this partnership is to provide mental health assistance directly in the field. In this capacity officers and clinicians assist with calls for service and contact homeless persons who may be in need of mental health assistance. When a person is contacted by the SRMET team, and is found to be homeless, whether or not any mental health assistance is needed, the officer and the clinician provide resources related to shelters and other programs such as The Long Beach PATH (People Assisting the Homeless) and also offer to follow-up with them as necessary.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

In 2014, the City of Signal Hill amended Title 20 of the Signal Hill Municipal Code entitled “Zoning” to allow emergency shelters as a permitted use in the Commercial General zoning districts in the City. The Municipal Code amendment provides for emergency shelters up to 16 beds as a permitted use and allows for consideration for additional facilities/bed under a conditional use permit. The Municipal Code also permits transitional and supportive housing facilities in all of our residential zones by right, meaning that

without special permits or approvals, housing can be provided in residential areas in accordance with California Senate Bill 2 which, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes.

However, the City of Signal Hill respectfully disagrees with the Civil Grand Jury's recommendation intended to "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times." Health and Safety regulations are put in place to protect lives and we cannot endanger the lives of those seeking shelter and the many volunteers operating these facilities.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

See response to IR1.3

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

In the event of a severe El Niño storm, the City of Signal Hill Emergency Operations Center would be activated to manage storm related issues and be prepared to respond to shelter and other needs of homeless. In addition, the City of Signal Hill contracts with Long Beach Animal Care, which has mobile facilities available to house pets in emergency situations.

The Gateway Cities COG Homeless Strategy is a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateway's Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary.

LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

During the development of the Homeless Strategy, it was determined that over \$35.6 million in local and pass-through funds were allocated toward homeless prevention, housing, and services for homeless people in the GCCOG region.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateway's Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-cities region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary.

LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in the City of Los Angeles and LA County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide

distribution of service and housing options throughout the Los Angeles Continuum of Care.


The City of Signal Hill is 2.2 square miles in area and surrounded by the City of Long Beach on all sides. Included in the Gateway Cities Homeless Strategy is the partnership with the Long Beach Multi-Service Center that provides a wide range of services for individuals who are homeless or at risk of homelessness. These services include medical, dental, childcare, substance abuse counseling, transitional and permanent housing assistance, and job placement services. The Multi-Services Center, Long Beach Rescue Mission and Catholic Charities are examples of multiple non-governmental alternatives available to the homeless in close proximity to Signal Hill.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The GCCOG Homeless Team has been doing ongoing street outreach in collaboration with Department of Mental Health, the Sheriff's Department, local police departments, and other service providers in the San Gabriel and Los Angeles Rivers and their tributaries. The goal of these efforts has been to connect individuals experiencing homelessness in the riverbeds and flood control channels to transitional and permanent housing and services in advance of the predicted El Niño storms. Weekly collaborative outreach began in early October and is ongoing. Additionally, the City of Signal Hill website has a dedicated page containing information to assist those in need of homeless services.

The City of Signal Hill appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Interim Report recommendations. If you need further assistance, please feel free to contact me at choneycutt@cityofsignalhill.org or at (562) 989-7302.

Sincerely,



Charlie Honeycutt
City Manager

cc: City Council
Kristine Guerrero – League of California Cities

Gateway Cities Homeless Strategy

Executive Summary

Background

In July 2008, the Gateway Cities Council of Governments (GCCOG), in partnership with PATH Partners and Corporation For Supportive Housing, with the support of the County of Los Angeles, launched a region-wide effort to address homelessness among the 27 cities and the County unincorporated areas in its region. The goal of the initiative, known as the **Gateway Cities Homeless Strategy**, is to develop a community-driven, practical strategy that will effectively respond to and reduce the number of homeless persons in the GCCOG region.

In the span of eight months, PATH Partners performed a broad assessment of resources in the GCCOG region, which includes obtaining an inventory of existing services and housing, identifying underserved groups and sub-regions, engaging city and community stakeholders, exploring existing funding allocations and developing community education and engagement strategies.

The findings gathered through the process have resulted in a set of “Guiding Principles” which embody the values of the Gateway Cities and express their desired goals for creating services and approaches that effectively respond to homelessness in their cities:

- Locally-driven: Solutions that are developed with local expertise, planning and oversight
- Multi-sector: Engages stakeholders from different sectors of the community
- Outcomes: Results-based efforts to address homelessness
- Partnerships: Foster creative and strategic partnerships and alliances

These principles have provided the essential framework for developing a multi-sector, regional strategy for the GCCOG, and will continue to guide cities and community stakeholders in their future planning and implementation efforts.

With guidance from the GCCOG, PATH Partners divided the Gateway cities into four Local Planning Areas (LPA's) to facilitate the presentation of data and the collection of community feedback, and to begin the community engagement process. The four LPA groups are comprised of the following cities:

- LPA 1: Bell, Bell Gardens, Commerce, Cudahy, Huntington Park, Lynwood, Maywood, South Gate, Vernon
- LPA 2: Avalon, La Mirada, Montebello, Pico Rivera, Santa Fe Springs, Whittier
- LPA 3: Artesia, Bellflower, Cerritos, Compton, Downey, Norwalk, Paramount
- LPA 4: Hawaiian Gardens, Lakewood, Long Beach, Signal Hill

Multiple meetings were held with city and community stakeholders in the four groups to identify and rank the priority service and housing needs in each group. Additionally, the initiative gathered stakeholder feedback on existing homeless services, gaps, under-served regions and sub-groups, and opportunities/challenges through a community survey, key informant interviews, focus groups, and community meetings. The responses and findings

from city and community stakeholders helped to inform and determine the priority areas and actions recommended in the Gateway Cities Homeless Strategy.

The Gateway Cities Homeless Strategy:

Engaging the Community and Integrating Services on the Local Level

There were two prevailing themes that city and community stakeholders voiced strongly throughout the community engagement process of this initiative, themes that were commonly expressed and passionately articulated through planning meetings, surveys, interviews and focus groups.

The first theme was that in order for local or regional efforts to succeed, **everyone has to get involved and play a part in addressing homelessness**. Further education is needed to show how each individual, community sector, and city has a vested interest and responsibility to help end homelessness, which will result in a greater quality of life for homeless persons and the overall community.

The second theme is that cities and stakeholders overwhelmingly agree that current efforts are not well coordinated and that **there is a great opportunity, and a great necessity, for diverse sectors of the community to coordinate and collaborate more effectively on solutions to homelessness as well as on accessing additional resources**. This coordination and collaboration should take place on multiple levels, including: cities with other cities, cities with the County, and cities with diverse sectors in their communities, including businesses, service providers, faith groups and residents.

Based on these priorities, an effective strategy for the GCCOG region needs to have very strong community engagement components which will ensure that the strategy has the necessary community “buy-in” to launch new efforts and actions, and the required support to sustain on-going programs and expansions in communities.

The strategy is comprised of recommended actions which fall into four main categories:

- **LEAD** – actions aimed at building the necessary regional leadership to oversee the coordination, engagement, collaboration and implementation of the strategy.
- **ENGAGE** – actions that involve various sectors of the community to foster community support and “buy-in” for strategy and efforts.
- **COLLABORATE** – actions aimed at getting stakeholders to work together to reach common actions and goals.
- **IMPLEMENT** – actions which describe actual programs and approaches of the strategy that will directly serve the needs of homeless people in the community.

The first three categories (LEAD, ENGAGE and COLLABORATE) provide recommended actions that will build the leadership and infrastructure required to plan, develop and successfully start up the proposed programs and services presented in the IMPLEMENTATION category of the strategy.

LEAD

1. **Identify a current or new regional leadership entity:** This entity will oversee the coordination, engagement, collaboration and implementation of the strategy. The entity will also represent the region in federal, state and local policy and planning efforts as well as advocate for additional funding resources to sustain the strategy's planning and implementation efforts.
2. **Designate a "Homeless Liaison" for each city:** Each Gateway city will assign a "Homeless Liaison" position, either a new or an existing staff person, who will be the point person for homeless planning and implementation efforts in their city. The position will be the liaison between the leadership entity and the individual cities for all issues related to services and housing for the homeless.

ENGAGE

3. **Form a stakeholder regional homeless alliance:** The alliance, consisting of stakeholders from multiple sectors of the community (including but not limited to businesses, faith groups, law enforcement, providers, city officials, housing developers, residents and homeless individuals), will assist in coordinating local efforts, developing new programs and advising the leadership entity in the planning issues.
4. **Implement "Connections" strategies to engage the community:** The strategy will incorporate actions to encourage strong community participation among all stakeholders in addressing homelessness. This includes local stakeholder groups to assist in planning any local homeless initiatives. Connecting stakeholders to the initiative paves the way for increased support for homeless services and housing developments.
5. **Develop a public education campaign:** A public education campaign will be implemented to effectively communicate what will be accomplished through the strategy and how the community will see visible, measurable outcomes in helping people transition off the streets. The campaign will also help debunk stereotypes about who homeless people are, and emphasize how addressing homelessness results in improved quality of life and safer cities for everyone.

COLLABORATE

6. **Enhance government-wide collaboration:** Greater governmental collaboration among the region will be established to leverage and increase public funding and resources. Partnerships will be strengthened on several levels, including: inter- and intra-departmental city partnerships, partnerships between different cities, and partnerships between Gateway cities and Los Angeles County. Some potential opportunities that may be explored for collaboration include:
 - a. Leverage the already committed \$1.2 million of County HPI funds to secure matching dollars from within the region.
 - b. Explore opportunities to secure funding from the American Recovery and Reinvestment Act of 2009 (President's Stimulus Package funds). New funds will be made available to Gateway cities in several areas, including: homeless prevention, Emergency Food and Shelter Program (EFSP) funds, Section 8, HOME funds, CSBG

9. **First Responders Program:** This action will form geographic-based street outreach team(s) that serve as “first responders” and coordinate with local law enforcement, service providers, hospitals, businesses and others who have contact with homeless persons. Teams would be comprised of staff and/or volunteers, and would be multi-disciplinary, utilizing staff from existing mental health providers, substance abuse treatment providers, county agencies, and faith groups.

The GCCOG region will create a minimum of 2 new outreach teams over the next 12 months to provide outreach services to the Gateway Cities. A target goal is to have a total of 4 teams operating (one in each of the four group areas of the GCCOG) over the next 3-5 years to provide more accessible outreach services. Each outreach team will engage 80 new unduplicated homeless individuals and assist them in connecting to services annually.

10. **Interim Housing:** Develop a strategy to “rapidly re-house” individuals into interim (temporary) housing, with the end goal of long-term housing. This approach, will be linked to street outreach teams, and will focus on intensive housing and placement assistance at the beginning of a client’s entry into interim housing, and will include linkages to housing subsidies, rental assistance programs and other supportive services. Cities/communities would place special emphasis on connecting existing interim beds and programs to street outreach, homeless prevention services, permanent supportive housing and other supportive services to ensure that homeless individuals and families access the full range of resources they need to secure and maintain long-term housing.

The GCCOG region will create a minimum of 2 new interim housing programs (30-40 beds per program) over the next 12 months to provide interim housing for the homeless. A target goal is to have a total of 4 new interim housing programs (one in each of the four group areas in the GCCOG region) over the next 3-5 years to provide housing for people in need. Each new program will serve 100 unduplicated homeless individuals annually, providing them with housing, case management and assistance in connecting to long-term housing opportunities and supportive services.

11. **Permanent Supportive Housing (PSH):** Create and implement a multi-year plan to increase the stock of PSH units in the GCCOG region. A proposed goal for the total GCCOG region is to invest in the creation of 665 units of PSH over the next five years (2010 to 2014). **The production goal of 665 new units will double the number of available supportive housing units that are currently available in the region.** The goal is based on an assessment of the available funding resources the GCCOG will be able to realistically access to support the creation of new PSH units. The breakdown of the 665 unit production goal over five-years includes: one 40 unit development in Year 1, 175 units of smaller PSH projects and set aside units, and 450 scattered-site leasing units.

Additionally, a plan will be developed for acquiring further rental vouchers and/or creating more subsidized housing in the region for homeless families and single adults who do not require supportive housing but do require affordable housing in order to end their homelessness as they transition out of interim housing.

and neighborhood stabilization.

c. Organize and coordinate the GCCOG cities to apply for additional funding as multi-city collaborations are more competitive.

7. **Implement a region-wide, multi-sector homeless collaborative event:** The strategy will include an annual event that integrates services and resources across agencies and departments, including government departments, service providers, faith groups and the business community. One example of an effective event that has produced demonstrated results in several communities are “homeless connect days”. The County of Los Angeles currently sponsors events that brings together hundreds of volunteers to engage homeless people and connect them to needed services all on one day,. This model event has been replicated in multiple cities across the nation, and has engaged thousands of volunteers and assisted thousands of homeless individuals in connecting to essential services.

IMPLEMENT

Four implementation actions are proposed as part of the Gateway Cities Homeless Strategy, which are Homeless Prevention Services, First Responders Program, Interim Housing and Permanent Supportive Housing. These areas, although listed below as separate items with distinct goals and outcomes, are all very closely intertwined and form a mini-“homeless strategy” in a locality or region that effectively assists homeless individuals and families to move from the streets into housing and long-term independence.

Ideally, it would be recommended that each of the LPA groups of the GCCOG region would implement programs in all four areas. However, given the realities of funding limitations and varying degrees of political and community will, it is expected that local cities will determine the best approaches for their own cities. Some cities may choose to begin with implementing a First Responders Program, while other cities may start with enhancing the Interim Housing beds in their city. As cities gradually begin to build their own capacity to assist the homeless, they will be able to expand upon their existing services as more funding, political will and community will becomes available.

8. **Homeless Prevention Services:** There is a dramatically increasing need for homeless prevention services within the GCCOG to assist families and individuals who are on the brink of losing their houses and becoming homeless. One of the most effective approaches of alleviating the growing homelessness crisis is to prevent evictions from occurring. The overarching goals of homeless prevention services are to prevent the immediate threat of eviction and stabilize families over time to reduce the risk of homelessness. Some prevention services include: rental subsidies, utilities assistance and eviction prevention programs.

The GCCOG region will create a minimum of 2 new homeless prevention programs over the next 12 months to provide prevention services to the homeless in the Gateway Cities. A target goal is to have a total of 4 programs formed (one in each of the four group areas of the GCCOG region), over the next 3-5 years to provide accessible prevention services to those in need. Each homeless prevention program will serve 500 unduplicated individuals annually, providing screening and assessments, prevention programs and housing assistance.



CITY OF SOUTH PASADENA

CITY MANAGER'S OFFICE

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March 3, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge:

Pursuant to California Penal Code 933(c) and 933.05, the City of South Pasadena (City) provides the enclosed response to the interim report questionnaire by the 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY on Inadequate El Niño Planning for County Homeless Population.

Sincerely,

Sergio Gonzalez
City Manager

Enclosure



RESPONSE TO GRAND JURY REPORT – INADEQUATE EI NIÑO PLANNING FOR THE COUNTY HOMLESS POPULATION

March 3, 2016

1. The homeless problem within the City is considered minor with only 11 documented that reside in the City. Based on a population of 25, 619, the homeless population makes up less than 1% of the community.
2. The homeless population in the City has decreased in the last 5 years from 16 to 11, a 31% decrease.
3. The City does not currently have an Emergency Preparedness Plan to specifically address services for the homeless. South Pasadena does follow the guidelines set forth in the Los Angeles Operation Area Mass Care Guidance for Emergency Planners.
4. The City does not provide shelters for the homeless during times of extreme temperature events and rainstorms. When shelter is needed, the homeless are directed to the nearest shelter in the City of Pasadena, 1.8 miles from City Hall.
5. The City does not currently provide service or aid to the homeless as they leave shelters to find transitional or permanent housing.
6. Given the City's minimal homeless population, the City has reached out to the surrounding communities with significantly higher homeless residents. The City has sought out agreements with these communities, as they are better equipped to handle the needs and influx of the homeless during extreme weather conditions.





CARMEN AVALOS
CITY CLERK

City of South Gate

8650 CALIFORNIA AVENUE • SOUTH GATE, CA 90280-3075 • (323) 563-9510
FAX (323) 563-5411

March 9, 2016

Dear Presiding Judge,

On March 8, 2016, the South Gate City Council at its regularly scheduled meeting approved the mandatory response that is being submitted hereto the Grand Jury.

Please find the response document included with this letter, pursuant to California Penal Code Sections 9339 (c) and 933.05 requiring a written response to the recommendations contained in a report addressing homelessness .

The responses to the interim recommendations for the 2015-2016 Civil Grand Jury are being submitted within the 90 day period following the Civil Grand Jury published its report with the Clerk of the Court in Los Angeles County and released to the public.

Should anything further be required to fulfill the request, please advise.

Sincerely,

**RESPONSE TO THE CIVIL GRAND JURY INTERIM REPORT 2015-2016
INADEQUATE EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION**

City of South Gate (sometimes referred to as the "City") does hereby submit the following responses to the recommendations made by the Los Angeles Civil Grand Jury in this matter:

GENERAL RESPONSE. The City of South Gate agrees with and shares the concern of the Los Angeles County Civil Grand Jury (Civil Grand Jury or CGJ) to ensure the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. Thus, there are individual city efforts but they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority (LAHSA) is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout Los Angeles City and County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities of Southeast Los Angeles, the 28 cities in the Gateway Region have invested above and beyond that LAHSA's County-wide, federally-funded

approach – the Gateway Cities Council of Governments (COG) Homeless Strategy, a \$1.2 million annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the COG and Los Angeles County Supervisors to coordinating with funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within in the Gateway Cities. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into 8 special planning areas (SPAs) by geography and population, most of the Gateway Connections cities are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and per-individual.

D) City of South Gate

The City of South Gate has dedicated City resources and created partnerships with various government and non-profit agencies to help address the needs of homeless residents. The City of South Gate is part of the Bell Shelter service area providing 75 beds total. The City of South Gate is currently considering a funding agreement with Bell Shelter that would secure a minimum of 15 of those beds to be dedicated to homeless from the City of South Gate. Transportation is provided for those who need it. Our Police Department has officers who contact and work with the homeless on a weekly basis. These officers are always accompanied by healthcare

professionals from one of our partner agencies including Bell Shelter, Path and LA County Department of Health. The goal of this program is to identify what services may be needed and desired by the homeless population and to seek to connect those individuals who are willing to accept assistance with the services needed. The City also provides a Section 8 voucher program and other services through our Housing Division which seeks to prevent homelessness.

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

RESPONSE TO IR1.1. The City of South Gate agrees with the Civil Grand Jury that steps should be taken by every city and the county to ensure the safety and wellbeing of all of our residents, regardless of housing status, in light of the expected severe weather this year. The City has recently completed an El Niño Preparedness Plan to ensure that all departments are prepared to provide necessary emergency services to any of our residents who require assistance. This program has placed a strong emphasis on preparation and steps that can be taken prior to the start of severe weather that can minimize the impacts of the severe weather on our residents, whether in a home or homeless.

The City also has an emergency preparedness program in place which can address a wide range of local emergencies which include severe weather situations. This plan includes access to emergency shelters which have been designated at some of the City's existing recreation facilities. Once activated in a declared emergency, these shelters can accommodate over 600 individuals, regardless of place of residence or housing status.

Because the City recognizes that there may be conditions that exist this year that do not require an activation of our emergency shelters, but that create a greater demand on the existing homeless shelters than these facilities can meet, the City is currently exploring options with Bell Shelter, Oldtimers Foundation, PATH and our own Housing division to identify opportunities to expand the existing shelter capacity for short periods when severe weather creates a greater than normal demand. Through its existing programs listed above, the City has been making a concerted effort over the past few months to encourage those homeless which may be particularly at risk; families with children, the elderly or the disabled, to accept shelter options now, before the El Niño weather patterns begin.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Response to IR1.2. The City of South Gate agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency preparedness program and El Niño Preparedness Plan are not residence-specific. These programs include existing shelter supplies located at our main emergency shelter facility at the City's Municipal Auditorium. They also include agreements with the Red Cross and Oldtimers Foundation for food services during emergency shelter operations. The City's Purchasing Department has recently updated its list of local vendors who are under agreement to provide a wide variety of materials and supplies in the event of a local emergency. The City believes it is well prepared to manage the needs of all of its residents in the event of the expected severe weather.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response to IR1.3. The City of South Gate agrees with the Civil Grand Jury that ordinances and regulations that are designed to ensure the health and safety of our population should not become road blocks to ensuring that health and safety during an emergency situation or severe weather event. The City of South Gate is aware of its responsibility and authority to use discretion and the administration of "common sense" in the enforcement of existing codes and ordinances during an emergency. The City has reviewed its current zoning ordinance and building codes and is confident that no road blocks exist that cannot be addressed through the City's existing discretionary authority of enforcement for short term situations.

In relation to more long term solutions, as required by California's 2007 law, Senate Bill 2, the City's municipal ordinances have been modified to permit transitional, temporary and supportive housing facilities in specified areas by right, meaning that without special permits or approvals, housing can be provided in these areas (consistent with California Government Code section 65583(a)(4)(a)). The City will continue to work with its governmental and non-profit partners in pursuing future developments which can address the area's long term needs for housing.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response to IR1.4. The City of South Gate agrees that private efforts to address temporary sheltering which supplement governmental efforts should be allowed and encouraged. Because the concern is related to temporary shelters rather than long term housing, the City does not feel that permanent exemptions to reasonable health and safety codes are necessary. Rather the City will address each request for temporary exemption on a case-by-case basis with a priority on safety and a desire to encourage private efforts to assist in addressing the temporary need to provide additional shelter and services for our homeless population.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response to IR1.5. The City of South Gate agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens Heating/Cooling Stations at our local park buildings. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters.

Through the City's regular outreach efforts to our homeless population through our Police Department, PATH, Bell Shelter and LA County Health Department social workers, the City has tried to address the needs of those who are unable or unwilling to utilize the shelter system and other services available to them. Within the last several months, South Gate Police officers and volunteers have distributed over 100 packages of donated warm clothing and other foul weather supplies to our local homeless population.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response to IR1.6. The City of South Gate agrees and recognizes that partnerships with local non-profit groups can enhance outreach efforts and create greater trust among the homeless population. The City has already formed these partnerships with PATH and the Bell Shelter who regularly accompany our Police staff in contacting and working with our homeless population. The City also includes social workers from the Los Angeles County Department of Health in its outreach efforts on a weekly basis. The City will continue these partnerships as well as continuing its efforts toward collecting and distributing donated supplies and clothing to the homeless.

In addition, the City is proud to be a participant in the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit/nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Response to IR1.7. The City of South Gate agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City has been distributing notices and providing

in-person information to homeless residents to provide information about cold weather shelters, shuttles and continuously publicized the Gateways to Housing outreach hotline. The City believes that continuous personal contact and building trust and relationships between City staff, volunteers and the homeless is the most effective tool in identifying needs and ensuring that all of our homeless are aware of how to take advantage of the services available to them.



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April 5, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

To whom it may concern:

The City Council, at their regular meeting of April 5, 2016, approved the City's response to the findings and recommendations of the 2015-16 Los Angeles County Civil Grand Jury Interim Report entitled "Inadequate El Niño Planning for County Homeless Population"; and authorized the City Manager to submit the City's response to the Civil Grand Jury.

Enclosed is the City's response to the 2015-16 Los Angeles County Grand Jury Interim Report (Inadequate El Niño Planning for the County Homeless Population).

Should you have any questions, please do not hesitate to contact Michael Forbes, Community Development Director at (626) 285-2171 ext 4305.

Sincerely,

Bryan Cook
City Manager

City of Temple City's
Response to 20015-16
Los Angeles County Grand Jury
Interim Report

[Inadequate El Niño Planning for County Homeless Population]

April 6, 2016

Pursuant to Penal Code § 933 et seq., the City Council of the City of Temple City ("City") hereby responds to recommendations set forth in the "Inadequate El Niño Planning or For County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Grand Jury." The recommendations of the Grand Jury have been copied verbatim from the IR below for ease of reference and response.

As an introductory comment to members of the CGJ who may not be familiar with Temple City, we are small suburban, primarily residential, city within Los Angeles County. The City contracts for all of its police services with the LA County Sheriff's Department, and for all of its fire services with the LA County Consolidated Fire District. Nearly all emergency response services within the City are provided by those two entities. The City relies heavily upon such programs as the Specific Needs Disaster Voluntary Registry (SNAP) and the ALERT LA County notification system to help disseminate emergency information. There is a Sheriff's facility (8838 Las Tunas Drive, Temple City, CA 91780) and a Fire District's facility (5946 Kauffman Avenue, Temple City, CA 92780) located within the City which those entities may plan to utilize to shelter homeless persons in the event of a major El Nino event. The CGJ may wish to contact those entities to learn more about their specific emergency preparedness and response plans as pertains to homeless persons in Temple City and its environs.

RESPONSES

IR1.1.

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to CGJ from the expected torrential rains.

City's Response To IR1.1.

This recommendation has been implemented. The most recent survey of homeless people within the City identified less than ten (10) homeless persons. In addition to facilities operated by the LA County Sheriff and LA County Fire (see introductory remarks above), the City's emergency preparedness and response plan designates facilities at Live Oak Park (10144 Bogue St. Temple City, CA 91780) as an emergency shelter in the event of declaration of a local emergency by the City Council.

IR1.2.

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items

and be staffed and controlled by Department of Health employees and patrolled by police.

**City's Response
To IR1.2.**

This recommendation has been implemented to the extent of the City's jurisdiction. The City's facilities at Live Oak Park are sufficient to shelter ten (10) homeless persons for a limited duration. The facilities are equipped with suitable sanitary facilities and are patrolled by the LA County Sherriff under contract with the City. The City exercises no jurisdiction over the County Department of Health or its employees. The City would seek to partner with the American Red Cross to assist in the staffing and operation of the shelter in the event of a local emergency.

IR1.3.

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Nino event, by relaxing restrictions in health, fire, and other safety hazards applicable to non-catastrophic times.

**City's Response
To IR1.3.**

This recommendation has been implemented to the extent of the City's jurisdiction. No existing ordinances or resolutions of the City would prohibit the sheltering of up to ten (10) homeless persons from Temple City at the Live Oak Park facilities in the event of a local emergency declared by the City Council. The City does not have authority to modify health regulations set by LA County or the State of California.

IR1.4.

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

**City's Response
To IR1.4.**

The recommendation will be implemented by the City in the event of an El Niño event declared to be a local emergency by the City Council. In response to such an event, the City Council could and would be prepared to issue an emergency resolution temporarily suspending enforcement of such ordinances and resolutions that might block private entities from providing temporary shelter to people without homes.

IR1.5.

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

***City's Response
IR1.5.***

The City will implement this recommendation by sheltering all of its identified homeless population at its Live Oak Park facility, to the best of its ability. The City will cooperate with the San Gabriel Valley Humane Society to arrange for temporary shelter for pets of homeless individuals, to the best of its ability.

IR1.6.

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

***City's Response
To IR1.6.***

This recommendation has been implemented. To the extent necessary due to an El Niño event declared to be a local emergency by the City Council, the City may direct members of its public work crews, members of its Public Safety Division, or members of its volunteer Community Emergency Response Team (CERT) to distribute information and supplies to persons in Temple City adverse affected by the emergency conditions.

IR1.7.

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people including public transportation when needed.

***City's Response
To IR1.7.***

The recommendation will be implemented by the City in the event of an El Niño event declared to be a local emergency by the City Council. The City maintains numerous methods to provide emergency notifications to persons within the City. The Connect-CTY service allows city officials to send personalized phone messages to residents and businesses over the phone system. Individuals may also sign up for "Nixle," the citywide emergency notifications system that disseminates information via text message, email and social medial. The City also posts emergency information on its website and currently has links to helpful sites with

emergency preparedness information. Should LA County or the CGJ develop a map of emergency shelter locations within the County, the City will identify it on its website and include the appropriate link to any such map. Finally, the City has, in the event of a local emergency, public service announcement rights in a digital billboard located on Rosemead Boulevard within the City. The City would post public service announcements directing persons in need of shelter to the Live Oak Park facilities during a local emergency.

The Temple City City Council approved this response on April 5, 2016, and has authorized its City Manager to sign and deliver the response on its behalf.

A handwritten signature in black ink, appearing to read 'Bryan Cook', written over a horizontal line.

Bryan Cook, City Manager



CITY OF TORRANCE

OFFICE OF THE CITY MANAGER

LeRoy J. Jackson
City Manager

Domenica K. Megerdichian
Management Associate
310/618-5893
dkmegerdichian@torranceca.gov

March 8, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor- Room 11-506
Los Angeles, CA 90012

RE: Los Angeles County Civil Grand Jury Report - El Nino Planning for County Homeless Populations

Honorable Presiding Judge and Los Angeles County Civil Grand Jury:

The City of Torrance has received and reviewed the Inadequate El Nino Planning for County Homeless Population: An Interim Report (IR) by the 2015-2016 Los Angeles County Civil Grand Jury document. Attached is the written response of the City of Torrance to the recommendations pertaining to the City contained in the Grand Jury report.

Please feel free to contact me directly, should you have any questions about this submittal.

Sincerely,

Domenica Megerdichian

Domenica K. Megerdichian, MPA, MURP
Management Associate

**Response to 2015-2016 Grand Jury Report
'Inadequate El Niño Planning for County Homeless Population'
City of Torrance, CA**

Recommendation 1

The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Torrance is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long-term. Because of the dense population of the South Bay region, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the limited opportunity for shelter locations in Torrance's land area, there has been an implicit understanding that planning for the needs of the region's homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs.

Although there are individual city efforts taking place to address the needs of local homeless populations, these they work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the South Bay Cities Council of Governments newly founded Homeless Outreach Program. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70 million dollars annually in Federal, State, County and City funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) South Bay Cities Council of Governments (COG) Homeless Strategy –

Because it is estimated that up to 11,883 people are experiencing homelessness in the South Bay Cities annually, the 15 cities in the South Bay region have invested above and beyond LAHSA's County-wide, federally-funded approach. The South

Bay Cities Council of Governments (COG) Homeless Outreach Program is a \$601,645 annual investment. City officials from all 15 cities are working with the SBCCOG and Los Angeles County Board of Supervisors to coordinate funding and personnel (including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The South Bay Cities COG Strategy involves coordinated contracts with PATH, to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team will work to get people into homes and connected with supportive services within the South Bay region. The coordinated entry system has consolidated resources available- including emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance, if necessary.

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and PATH). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. A subdivision of DPH, called Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). PATH and DPH have frequent meetings and will do joint outreach to link people experiencing homelessness to the services they need.

The Torrance Police Department has recently created the Torrance Mental Evaluation Team (TMET), which is comprised of sworn police officers and a social worker by contract with the Los Angeles County Department of Mental Health, and is one of the first-responders to the segment of this population that is affected by mental health issues. Torrance is focusing on building its relationship with the local non-profits, faith, service, and volunteer based organizations to address this population and provide resources. The Torrance City Council also just recently approved the creation of the Social Services Commission, which focuses on the homeless, veteran, developmentally challenged adult and special needs youth populations in the community, and will also work to link these populations to resources and assistance through other third-party providers. The Community Development Department houses the Housing division, through which the City's Section 8 housing assistance program is managed. Last year, the City also celebrated the grand opening of the 1640 Cabrillo Workforce Development Housing development, originally a redevelopment project, which provides housing to low-income individuals and families in Old Torrance, an effort to make affordable housing accessible.

Recommendation 2

The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño

event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Torrance agrees with the recommendation, and that emergency supplies and equipment are a continuous need in the serving of housing and shelter-related resources for our homeless populations. Though the recommendation has not yet been implemented as specifically stated, the City plans to support these efforts through its partnerships with various organizations within Torrance and throughout the region, such as the SBCCOG/PATH Homeless Outreach Program, Shine on Me Foundation, South Bay Family Promise, Beacon Light Mission and Doors of Hope Women's Shelter.

Additionally, the City of Torrance is cognizant that a critical component in determining what emergency supplies and resources are most needed is to conduct a census count of Torrance homeless persons - identifying the *types* of homeless (unsheltered, vehicular homeless, Veterans, etc.) and *homeless hot-spots* within the City. The *Greater Los Angeles County Homeless Count* serves to identify homeless population trends and basic needs at the City and County level. As in previous years, the City of Torrance participated in the 2016 count, with volunteers from the community, elected officials as well as first responders and staff of the City of Torrance participating in counts of each Census tract in the city.

Recommendation 3

The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non- catastrophic times.

The City of Torrance agrees with the importance of ensuring the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. Emergency temporary shelters are allowed by right in the City's Municipal Code (Chapter 1- Article 1- Section 91.2.170) and Ordinance No. 3766, which was adopted and passed on October 8, 2013 to amend the municipal code relating to emergency shelters, as well as permissible uses in the M-2 heavy manufacturing district for these uses. The recommendation requires further analysis as staff evaluate potential shelter locations and whether the needs of the City's homeless population can be adequately served by way of the SBCCOG/PATH coordinated entry system and currently available South Bay Area 8-serving winter shelters.

Recommendation 4

The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City of Torrance agrees with the importance of ensuring the safe housing of the homeless population. As described above, emergency temporary shelters are allowed by right in the City's Municipal Code (Chapter 1- Section 1- Section 91.2.170). As the City is comprised of a balance of residential (single family and highly-dense areas) as well as commercial and industrial sectors, the City of Torrance is committed to working with the aforementioned homeless service partners, non-profit organizations and advocates to ensure that the housing needs of our homeless individuals are being met regionally and facilitated locally.

Recommendation 5

The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Torrance agrees with the recommendation and with the importance of safeguarding homeless residents who, for various reasons, are unable to be accommodated in local emergency shelters. The City of Torrance is committed to working with the aforementioned homeless service partners, non-profit organizations and advocates to ensure that the housing needs of our homeless individuals are being met regionally.

Our public safety officials and first responders are well-aware of LAHSA's Winter Shelter Program, and as described in Response 1, LAHSA coordinates more than \$70 million annually for shelter, housing and services for the homeless population throughout Los Angeles County. These efforts, in addition to the upcoming initiatives and services through the SBCCOG/PATH partnership, will continue to direct homeless persons to those resources as appropriate.

Recommendation 6

The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

The City of Torrance agrees with the recommendation that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless population. For this reason, the City has collaborated with a variety of local and regional non-profit, volunteer, faith-based and service organizations, as well as the SBCCOG/PATH regional approach to coordinate resources and to establish and implement a coordinated entry system. These various individual nonprofit/nongovernmental organizations working in tandem to ensure that homeless individuals are being matched with the appropriate resources (winter clothing, mental health services, shelter, transportation needs, healthcare, food, etc.).

Recommendation 7

Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Torrance agrees with the recommendation, and believes comprehensive communication efforts are essential to ensuring the effectiveness of any homeless strategy. To that end, the City is committed to spreading the word regarding available resources, including the location and availability of shelters. Our first responders through the Police Department have created a resource pamphlet and informational cards, which are currently distributed in-person to homeless individuals, as appropriate, by local advocates and public safety officers. Moving forward, the City will continue to publicize local homeless resources via the Social Services Commission and its liaisons, public safety personnel and first responders, and SBCCOG/PATH Homeless Outreach hotline cards – to be distributed by members of the PATH Homeless Outreach Team.



CITY OF TORRANCE

OFFICE OF THE CITY MANAGER

LeRoy J. Jackson
City Manager

Domenica K. Megerdichian
Management Associate
310/618-5893
DKMegerdichian@TorranceCA.gov

October 21, 2015

Los Angeles Civil Grand Jury
c/o Roberto Villacarlos
County of Los Angeles, Civil Grand Jury
210 West Temple Street
Los Angeles, CA 90012

RE: Homeless Services Survey- City of Torrance

Dear Mr. Villacarlos,

Please find attached the City of Torrance response to the Civil Grand Jury's survey on homeless services.

The City of Torrance would be interested in receiving the information provided to you from other municipalities in response to this survey, to consider other opportunities and options in providing service to this sector of the population, and to gain insight on what practices other cities are employing in our region.

Please feel free to contact me directly, should you have questions about our submittal.

Kind regards,

Domenica Megerdichian

Domenica K. Megerdichian, MPA, MURP
Management Associate

**Response to Los Angeles Civil Grand Jury
'Homeless Services Survey'
City of Torrance, CA**

- 1. How many homeless persons were identified in your city in the 2000 and in the 2010 Census, and what was the breakdown as to gender, adult/child status, ethnicity, income and other characteristics? Has there been any census of homeless in your city since 2010, either by the Census Bureau or by the city or local non-profit charitable organization?**

We have reached out to the regional Census office for the requested information, and have not yet received the information re: homeless counts and demographic details. In 2013 and 2015, the Los Angeles Homeless Services Authority (LAHSA) conducted a homeless count in our Service Planning Area (SPA) 8, and specifically in Torrance. The City of Torrance, LAHSA and the South Bay Coalition to End Homelessness counted a range of 28-68 homeless people in 2015, and these numbers are yet to be finalized by LAHSA. This number is a rough estimate, and only documents transients who are in plain view from 8 PM- 10 PM.

- 2. Has your city experienced an increase or decrease in the number of homeless during the last 15 years? If so, when did increases and/or decreases occur? (NOTE: Make sure responses to this question are consistent with information obtained in response to Question 1.) What you think are the reasons for these increases/decreases? Are these increases/decreases consistent with those experienced by other nearby cities, and if not, why do you think that's the case?**

Yes, the City of Torrance has experienced an increase in the number of homeless. The increase in homeless/ transient subjects was first observed around 2011 – 2012. The City has experienced a 16% increase in calls for service by citizens on the issue of transient complaints. The Torrance Police Department has recently interviewed 15 local agencies across Los Angeles and Orange Counties, and while the City of Torrance has relatively low numbers as it pertains to the transient and homeless population, numbers of complaints are rising, and while the police urge the population to accept assistance and service, a majority have been service resistant. Many factors are probably the reason for the increase in numbers, including but not limited to: the economic downturn and recession, weather and friendly climate in Southern California vs. the rest of the nation, housing affordability and availability, access to health services (physical and mental treatment), etc.

- 3. What services is the city currently providing, either directly or indirectly through local non-profit charitable organizations?**

- a. Temporary, intermediate, or long-term housing.**

The City of Torrance does not have a shelter, or provide formalized temporary, intermediate, or long-term housing. Local religious organizations and non-profit charitable organizations provide some temporary and intermediate housing, but most of these resources are located outside the City of Torrance.

- b. Meal and other food services.**

The City of Torrance does not have a soup kitchen or provide meal/food services to this population. Local religious organizations and non-profit charitable organizations provide food banks, sack lunches and meals throughout the week at various locations.

c. Physical Health services (preventive, emergency, continuing).

The City of Torrance does not directly provide physical health services. There are two hospitals located within the City of Torrance, and various urgent care and medical care facilities and offices located within the City, which require personal insurance. There are minimal treatment facilities for subjects who fit criteria for 5150 WIC.

d. Mental Health Services (preventive, emergency, continuing).

The City of Torrance Police Department Mental Health Evaluation Team (TMET) partners an officer with a LA County Health Clinician, to keep files and roll out on mostly emergency and continuing service needs. Other mental health services may be available through non-profit or private organizations within the City, but are not administered by the City. The City's Special Multi-Agency Response Team (SMART), which deals with quality of life issues for residents in Torrance has also partnered with various external organizations such as South Bay Village, National Alliance on Mental Illness (NAMI), LAHSA, and more, to provide our staff with information and best practices.

e. Social services (counseling, assistance in securing various services)?

See above answer (d). The Torrance Police and Fire departments often call on other County resources, such as Adult Protective Services (APS) on a case-by-case basis. The City Council recently approved an ordinance to create a Social Services Commission, which will focus on and address the quality of life issues and resources as they related to the veteran, homeless, developmentally challenged adult and special needs youth populations.

f. Other services.

The Torrance Police and Fire Departments partner with, shared information and best practices with LAHSA (Los Angeles Homeless Services Authority), as well as SBCEH (South Bay Coalition to End Homelessness). The County Supervisors recently approved \$600,000 funding for People Assisting the Homeless (PATH) to recreate their outreach and service program that have in the Harbor Gateway cities here in the South Bay, including Torrance. The program has been funded, but staff is unaware of when it will be initiated, and how we will partner with the organization to provide services to the homeless population in Torrance.

4. What non-profit charitable organizations are active in your city in providing services to the homeless?

There are no charitable organizations that the City is aware of, aside from local churches, which provide services to the homeless. LAHSA and SBCEH are not located within the City of Torrance, however; LAHSA and SBCEH work with the Torrance Police Department within the city, in order to provide services when possible.

5. Does your city have one or more ordinances regulating behavior of homeless persons, such as where and when they may sleep in public areas, erect tents and

other shelters, and store their personal property? When and why were these ordinances enacted? If so, please provide a copy of this/these ordinances. (NOTE: Be aware that such ordinances may have been enacted to regulate the behavior of encampments of participants in protest movements such as Occupy Los Angeles, Pasadena, or similar protests.)

The City of Torrance does not have ordinances which regulate/ target the behavior of homeless persons. We are aware of the efforts to refrain from passing or enacting ordinances that criminalize the act of being homeless. There are only general Torrance Municipal Codes and ordinances that exist to protect the quality of life for our residents and business community.

- 6. When these ordinances were enacted, were representatives of the homeless, and/or advocates for the homeless, invited to participate in public meetings and hearings regarding the ordinances before they were enacted?**

N/A

- 7. Does your city provide toilet and sanitary washing facilities for the homeless and if so, how many such facilities and at what locations?**

The City of Torrance does not provide toilet and sanitary washing facilities for the homeless. A large contingency of our homeless population utilize park restroom facilities for these uses, as well as to charge electronics (cellphones).

- 8. What is the policy of your Police Department, as directed by your city council and city manager, in approaching homeless persons who may have created or be creating problems of a public nature that endanger themselves or others? Do police officers respond with a strict law enforcement approach, or do they respond with proactive attempts to divert the persons involved to more positive behaviors, or are both approaches utilized?**

There is no specified directed approach for officers when contacting persons who may be homeless. Our officers provide the same professional service to the homeless, as they would with the general public, when they are contacted for service. If an individual displays possible signs of mental health issues, or poses a threat to themselves or anyone else, they are evaluated by the officer, and options of treatment or committal are considered and enacted, devoid of whether or not the individual is a transient.

- 9. Does your Police Department, in cooperation with other city or county departments or charitable non-profit organizations, have a mental health outreach team or teams that assist in encounters with the homeless persons who appear to be under the influence of alcohol or other drugs, or who appear to be mental ill? How many such teams does your city have, and during what hours of the day and days of the week are they available?**

As described in question #3 d.: The Torrance Police Department Mental Health Evaluation Team (TMET), a two-person team made up of an officer and an LA County Mental Health/Social Services Clinician, respond to calls of service involving mental health issues, and this service is not limited to the homeless or transient populations.

10. What in your opinion, are some of the biggest unmet needs of the homeless in your city?

The homeless need assistance with reaching out to family and friends for shelter and to return home, if possible, and to focus on gaining employment, and ending their homelessness. Of course, physical, mental and addiction services and needs may need to be met, but those issues do not solely affect the homeless population.



March 10, 2016

Clara Shortridge Foltz, Criminal Justice Center
County of Los Angeles, Civil Grand Jury
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Dear Ms. Foltz:

The City of West Covina has been a proactive community in the fight against homelessness. Just recently and in past years, the City partnered with the Los Angeles Homeless Services Authority (LAHSA) to host and participate in the Homeless Count to better understand the number of homeless in our community as well as the region. The City provides mental health support for the homeless, provides temporary sheltering, food and clothing services, and provides community outreach through City Staff and the West Covina Police Department.

The City is currently a member of the Mental Evaluation Team (MET) which is comprised of four (4) cities: Azusa, Covina, Glendora, and West Covina, which provide mental health services to homeless in each of our communities. One day per week, a mental health professional is dedicated to the City of West Covina to assist individuals throughout the community that have been displaced temporarily or are permanently homeless.

Through our partnership with the San Gabriel Valley Consortium on Homelessness and West Covina churches, the City has been able to provide temporary sheltering for homeless individuals and families in the past. This year, the City has earmarked \$10,000 to provide emergency hotel vouchers for the homeless in preparation for the El Niño storm. The community churches are planning to continue with providing temporary bedding overnight to help mitigate the health issues for the homeless during this storm season as well. The City provides subsidized housing in the community and the City also endorsed an application to obtain LA County funds to develop a 45 unit Homeless Veterans facility in West Covina, which has been approved the County.

In addition to sheltering, the City of West Covina contributes to local non-profit organizations who provide food banks and other services to the homeless population. The City of West Covina currently supports four (4) organizations in the local area who actively distribute food on a weekly or monthly basis. Also, the local churches give out food, clothing and personal care supplies to the homeless.

Repeatedly the West Covina Police Department with the PD Chaplin have reached out to homeless individuals found in the parks and individuals whom are offered short term and/or long term help simply refuse services whether local or in Los Angeles. PD and the MET continue to reach out to these individuals to offer assistance, but unless there is a willingness by these individuals to accept help staff cannot move forward. To aid the Police Department, the City is looking into the cost to fund two bicycle officers dedicated to patrolling of parks and local shopping centers to work with the homeless to create a safer environment. It behooves the City to find a creative solution in our parks because now we are receiving complaints from neighbors regarding after hours trespassing and fires in BBQ pits. Instances are occurring which create hazardous situations for the homeless individuals, park neighbors and park property.

Funding continues to be an issue in the fight against homelessness. With the elimination of Redevelopment and Housing funds, and the decrease in availability of Community Development Block Grant (CDBG) funding, City staff continues to foster positive community relationships to ensure the City can provide a continuity of care. However, this is short term as resources are scarce. With the growing population of homeless in the West Covina community, the funding does not stretch as far as it might have in previous years. If funding continues to decrease in the coming years, the ongoing collaboration will not be sustainable due to the lack of financial support the City will be able to provide to its valued partners.

The City of West Covina understands the gravity of the increasing homeless population across the County of Los Angeles as well as in each individual city. It is not enough to merely say we can provide beds, showers, clothing or supplies. The underlying issue to the homeless problem is one of mental health. The City believes that the remedy to the homeless situation lies in a regional approach to mental health services because homeless individuals do not reside in one community as they are mobile and adapt to their environment as needed. We have and will continue to work with LA County Supervisor Solis' Office to search for solutions to this complex and growing issue and we will continue to work with the County at-large to find a regional approach to mitigating homelessness.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Freeland", written over a horizontal line.

Chris Freeland
City Manager



CITY OF WEST HOLLYWOOD

CITY HALL
8300 SANTA MONICA BLVD.
WEST HOLLYWOOD, CA
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**DEPARTMENT
OF HUMAN
SERVICES
& RENT
STABILIZATION**

April 1, 2016

By Messenger

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

**RESPONSE TO RECOMMENDATIONS OF THE 2015-2016 LOS ANGELES COUNTY
CIVIL GRAND JURY, REGARDING EL NIÑO PLANNING FOR LOS ANGELES COUNTY
HOMELESS POPULATION**

The City of West Hollywood continues to work with regional efforts on services for the homeless, along with the Los Angeles County Board of Supervisors.

In response to the recent Recommendations of the Civil Grand Jury regarding El Niño Planning for the Los Angeles County homeless population, here is our report.

We look forward to working further with regional partners.

Sincerely,

Elizabeth Savage jb

Elizabeth Savage
Director of Human Services and Rent Stabilization
City of West Hollywood
ES/jb

cc: City Manager Paul Arevalo

In December 2015, the Los Angeles County Civil Grand Jury (CGJ) issued an interim report on homeless services which required Los Angeles County and its 88 cities, including the City of West Hollywood, to provide a written response to the recommendations contained in the report. It also contained a separate list of questions to be answered.

Following are the recommendations and questions received from the Civil Grand Jury, together with the City's responses.

IR 1.1 – The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Discussions regarding possible facilities were held at Board, Commission, and City Council meetings. None were found to be feasible in the timeframe.

IR 1.2 – The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

In light of the City's response to IR 1.1, this recommendation is not applicable.

IR 1.3 – The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City employs a compassionate approach to its homeless community members and, in so doing, works closely with law enforcement, code compliance, social service providers, building and safety and planning.

IR 1.4 – The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City is prepared to take this step if conditions are deemed to be an official declaration of emergency by the City, and/or the County of Los Angeles, and/or the Governor of California.

IR 1.5 – The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that the unsheltered people remain dry and avoid hypothermia.

The City, through its Social Services Division, purchased tarps, ponchos, waterproof sleeping bags, blankets, socks, and personal emergency kits containing food and water. These supplies were distributed to the homeless population through our street outreach teams and Sheriffs, and were available at City Hall.

IR 1.6 – The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

(See above).

IR 1.7 – Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

All communication efforts were focused on West Hollywood, and included locations of permanent shelters and Wet Weather shelters, along with transportation information. Transportation assistance was provided, as needed.

The questions which the CGJ posed were:

Please provide the name, phone number and email contact of person with primary responsibility for dealing with the homeless people in your city.

**David Giugni, Social Services Manager
(323) 848-6410, dgiugni@weho.org**

1. How significant, using numbers, is the homeless problem in your city?

The results of the January 2016 LAHSA Homeless Count resulted in identifying 85 homeless community members along with two vehicles.

2. Has the number of homeless people in your city increased or decreased during the last 5 years?

85 homeless community members represents a significant increase over previous counts.

Is there a consistency in the homeless population in your city, or have you observed a change in the makeup of the homeless population in terms of the number of single adults, couples, and children in families?

The population has remained consistent with the majority of homeless individuals being single, adult men.

3. Does the city have an Emergency Preparedness Plan that includes providing services to homeless people during extreme temperature events (very low or high temperatures), and/or severe rainstorms?

The City offers cooling centers during periods of extreme heat.

If so, could you provide us with a copy of this plan?

4. Does the city currently provide shelters for the homeless during times of extreme temperature events and rainstorms?

The City brought on-line a hotel referral program in order to provide immediate, emergency shelter after business hours and on weekends.

If so, how many shelters does the city provide, where are they located, and during what hours are they open?

In addition, the City contracts with two social service agencies that provide year round Shelter, one for adults and one for TAY.

Are cots or other sleeping facilities provided?

Cots and beds are provided at the City's two contracted shelters.

Is food provided, and if so by whom?

Food is provided through the social service organizations and through donations they receive from local religious institutions and other local organizations.

Are toilet and washing facilities, including showers, provided at the shelters?

Both contracted shelter facilities have full bath and shower facilities, and laundry rooms.

5. After the need for short-term shelters has passed, does the city provide any service, either directly or indirectly, to aid the homeless as they leave the shelter to find transitional or permanent housing?

The City has access to 30 Shelter Plus Care vouchers through HACoLA which provide permanent, supportive, subsidized housing to formerly homeless, disabled Community members. The City also has a number of direct financial assistance programs included in its Social Services contracts, and overseen by contracted non-profit organizations. These programs serve as homelessness prevention.

6. Is there anything else you'd like to tell us to better understand your city's preparation and response to the need for homeless people to have shelter during extreme temperature events and rainstorms?

The City appreciates the CGJ's focus on this issue and the care and concern these questions illustrate regarding the preparation and availability of shelter and other needed emergency resources during this El Niño Winter season. The City of West Hollywood continues to be focused on serving all of our homeless community members, throughout the year.



City of Whittier

13230 Penn Street, Whittier, California 90602-1716
(562) 567-9999 www.cityofwhittier.org

Fernando Dutra
Mayor

Joe Vinatieri
Mayor Pro Tem

Owen Newcomer
Council Member

Bob Henderson
Council Member

Cathy Warner
Council Member

Jeffrey W. Collier
City Manager

March 1, 2016

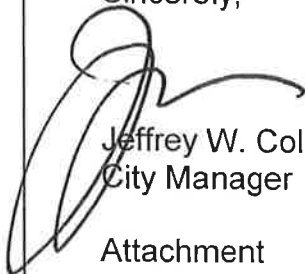
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Dear Judge:

The City of Whittier has attached a response to the grand jury questionnaire on homelessness in Los Angeles County.

Please contact Nancy Mendez, Assistant City Manager, for further information at 562.567.9301 or nmendez@cityofwhittier.org.

Sincerely,



Jeffrey W. Collier
City Manager

Attachment

Los Angeles County Civil Grand Jury Recommendations

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Whittier is in agreement with the Los Angeles County Civil Grand Jury that more must be done to safeguard the well-being of the region's homeless population, both during the immediate threat of El Nino and in the long-term. Whittier is doing its share. With support from the City, these non-governmental entities operate short term, transitional and long term shelter beds in Whittier:

First Day	45 beds	transitional
First Day	3 units	long term
Salvation Army	124 beds	transitional
The Whole Child (families)	14 units	transitional
The Whole Child (families)	as needed	motel vouchers
Women's and Children's Crisis Shelter	31 beds	short term
Cold Weather Shelter	30 beds	short term October – April
Bridge of Faith	16 beds	long term

The City regularly provides funds to agencies serving the homeless to be part of a comprehensive solution. In the last ten years, the City has contributed approximately \$1.9M to agencies providing housing and a total of \$3.6M to all agencies serving the homeless, including:

- Intercommunity Counseling Center
- Interfaith Food Center
- LA Centers for Alcohol and Drug Abuse
- Rio Hondo Temporary Home
- Salvation Army Hospitality and Shower
- Salvation Army Transitional Living Center
- Southeast Area Counseling Center
- Southern California Alcohol and Drug Programs
- Southern California Rehab Services
- St. Matthias Episcopal Church
- Whittier Area First Day Coalition (including \$227,550 for apartments)
- Whittier Area Interfaith Council
- The Whole Child
- HOW House
- Bridge of Faith

Before the state abolished redevelopment, the City also provided significant financial assistance to numerous affordable housing projects through its former redevelopment agency.

REGIONAL EFFORTS

Because of the dense population of Southeast Los Angeles County, the virtually indistinguishable borders between cities, the tendency of homeless residents to circulate through several cities within the region, and the relatively meager resources of these smaller cities, there has been an implicit understanding that planning for the needs of the homeless population on an individual city basis is impractical and inefficient. At the time of incorporation, most cities were not set up as health and welfare organizations. The County, on the other hand, was and continues to serve this function through its County Department of Public Health programs. Although there are individual city efforts taking place to address the needs of local homeless populations as noted above for Whittier, we work in coordination with two specific lead agencies: the Los Angeles County Homeless Services Authority and the Gateway Cities Council of Governments (COG) Homeless Strategy. Working in conjunction with these lead agencies is, of course, the County Department of Public Health.

A) Los Angeles Homeless Services Authority (LAHSA)

The Los Angeles Homeless Services Authority is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County in 85 of the 88 cities in the County (Long Beach, Glendale and Pasadena coordinate their own continuum of care efforts). LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless people throughout the City of Los Angeles and Los Angeles County. LAHSA is the lead agency in the Los Angeles Continuum of Care, which is the regional planning body that coordinates housing and services for homeless families and individuals in Los Angeles County. LAHSA coordinates and manages over \$70M annually in federal, state, county and city funds for programs that provide shelter, housing and services to homeless persons in Los Angeles City and County. Partner agencies provide a continuum of programs ranging from outreach, access centers, emergency shelters, safe havens, transitional and permanent housing, and prevention, along with the necessary supportive services designed to provide the tools and skills required to attain a stable housing environment. Additionally, LAHSA partners with both the City of Los Angeles and the County of Los Angeles to integrate services and housing opportunities to ensure wide distribution of service and housing options throughout the Los Angeles Continuum of Care.

B) Gateway Cities Council of Governments (COG) Homeless Strategy – Gateway Connections

Because it is estimated that up to 14,000 people are experiencing homelessness in the Gateway Cities, located in Southeast Los Angeles County, the 28 cities in the Gateway Region have invested above and beyond LAHSA's countywide federally-funded approach. The Gateway Cities COG Homeless Strategy is a \$1.2M annual investment. Since 2011, the Gateway Connections partnership has facilitated the creation of a sub-regional coordinated entry system to connect residents with emergency and long-term housing. City officials from all 28 cities are working with the Gateway Cities COG and Los Angeles County Board of Supervisors to coordinate funding and personnel

(including law enforcement) to encourage homeless residents to seek shelter and other available resources, including mental health and substance abuse treatment, literacy and job training, and basic healthcare services. The Gateways Strategy involves coordinated contracts with PATH, the City of Long Beach, Helpline Youth Counseling, Our Place Housing Solutions, and Whittier First Day to address chronic homelessness with real solutions. Primary among these solutions are on-the-ground outreach and a coordinated entry system with a consolidated database of resources. The Street Outreach Team operates 24 hours a day, 7 days a week within the 28-city region, getting people into homes and connected with supportive services within the Gateway Cities region. The coordinated entry system has consolidated resources available (from emergency food and medical aid to short-term sheltering to long-term housing, and the financial, job-related, mental-health and substance abuse assistance necessary).

C) Los Angeles County Department of Public Health (DPH)

The County Department of Public Health (DPH) protects health, prevents disease and promotes the health and well-being for all persons in Los Angeles County. Its focus is on the population as a whole, conducting activities through a network of public health professionals throughout the community. One of the largest service providers for homeless residents in the County, DPH caseworkers and mental health professionals are often closely involved in the activities of the two homeless-care lead agencies (LAHSA and Gateway Connections). DPH is also a major provider of research, data collection and data analysis regarding homeless-related health topics. Organized into eight Special Planning Areas (SPAs) by geography and population, most of the Gateway Connections cities (including Whittier) are located in SPA 7, which tabulated a 27% uptick in homeless population during the 2015 Homeless Count. A subdivision of DPH, Community Health Services, provides clinical services through 14 public health center (plus a satellite site on Skid Row). Gateway Connections and DPH have frequent meetings and coordinate on both a regional level and within individual city boundaries.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

The City of Whittier agrees that emergency supplies and equipment are a continuous need in the serving of housing needs for the homeless population. The City's emergency plans, which include El Nino flooding and other catastrophic weather events, are not residence-specific. This means that under the City's emergency services plans for catastrophic events, including a potential 2016 El Nino flooding event, anyone who needs help would be helped. Per City disaster plan protocol, no identification or residency information would be required for admission to Red Cross shelters or other shelters at City facilities. The City of Whittier also provides outreach to homeless residents and local homeless gathering places at these public facilities:

Whittier Public Library
 Whittwood Branch Library
 Whittier Senior Center
 Whittier Community Center
 Whittier Information and Referral Center

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

The City of Whittier agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents, whether on an emergency temporary basis or longer-term supportive sheltering. In fact, California's 2007 law, Senate Bill 2, specifically addressed the extent to which cities cannot prohibit residential based shelters and facilities using zoning codes. The City's municipal ordinance permits transitional, temporary and supportive housing facilities in all of our residential zones by right, meaning that without special permits or approvals, housing can be provided in residential areas (consistent with the state of California housing law, CA Code 65583(a)4a).

Additionally, emergency and temporary shelters are also allowed by right in the City's zones. The City's Housing Element updated in 2013 specifically identifies 3.0 acres of under-developed properties in the Manufacturing zone for Emergency Shelters. In total, approximately 6,411 acres of the land area in the city is open to sheltering of some kind, by right, without special permits or approvals - regardless of public or private ownership or operation. Transitional and supportive housing are allowed in all residential zones by right without special permits or approvals, consistent with CA Code 65583(a)4a. Additionally, the Housing Element identifies a number of transitional and supportive housing uses that now exist and further specifically permits such uses by right in these documents:

Municipal Code	
Emergency Shelters	Manufacturing Zone
Residential care facilities, as defined in <u>Section 18.06.369</u> of this code, serving six or fewer persons.	R-E, R-1, R-2, R-3, R-4, C-O, C-1, C-2
Whittier Boulevard Specific Plan	
Supportive Housing	Gateway, Shopping Cluster, Workplace Res. Sub Area, Shopping Cluster, Center, Neighborhood Spine
Transitional Housing	Gateway, Shopping Cluster, Workplace Res. Sub Area, Shopping Cluster, Center, Neighborhood Spine
Uptown Whittier Specific Plan	
Transitional Housing, rooming or boarding house	Uptown General, Uptown Edge

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

The City of Whittier agrees that bureaucratic rules should be amended to ensure the safe housing of homeless residents. As described in detail above, approximately 68% of the city's land area is open to sheltering by right, without special permits or approvals, regardless of public or private ownership or operation.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The City of Whittier agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. Thus, the City regularly opens heating/cooling stations at City facilities as need during extreme weather events. The City provides information and referrals, including shuttle schedules, for the County's emergency/cold weather shelters and coordinates shelters with Gateway Connections. The City also provides funding for these nonprofit operations that provide shelter beds in Whittier:

First Day	45 beds	transitional
First Day	3 units	long term
Salvation Army	124 beds	transitional
The Whole Child (families)	14 units	transitional
The Whole Child (families)	as needed	motel vouchers
Women's and Children's Crisis Shelter	31 beds	short term
Cold Weather Shelter	30 beds	short term October – April
Bridge of Faith	16 beds	long term

Furthermore, as described in #1 above, LAHSA coordinates more than \$70M annually for shelter, housing and services for the homeless population throughout Los Angeles County.

IR1.6. The County and its 88 cities should make plans or they should partner with nongovernmental entities to distribute these supplies.

The City of Whittier agrees that partnerships with nongovernmental entities are essential in addressing the critical short-term and chronic long-term needs of homeless residents. This is why the City is a proud participant in the Gateways to Housing regional approach to coordinated resources and a coordinated entry system. Moreover, each of the individual nonprofit and nongovernmental organizations under the coordinated entry system umbrella are also providing on-the-spot food vouchers and support for healthcare needs, transportation needs, and sheltering/warming needs.

As an example, the City is partnering with a nonprofit entity, First Day, using a joint strategy to approach homeless encampments and homeless individuals to offer services and assist in relocation if the individuals are willing to accept help. First Day has a daily medical clinic for homeless people with a nurse or physician's assistant providing medical treatment and referrals.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

The City of Whittier agrees that public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City has been using the City cable television channel, website, and printed materials to advertise PATH Partners and their contact information to the community so people can request housing services or can refer people to services. The City also distributes a printed brochure listing service agencies and contact information to homeless individuals and businesses that frequently interact with homeless people.



OFFICE OF THE CITY CLERK

4305 Santa Fe Avenue, Vernon, California 90058

Telephone (323) 583-8811

September 1, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor-Room 11-506
Los Angeles, CA 90012

Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST
Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

Honorable Judge Kuhl,

This is a response, required by California Penal Code Sections 933(c), 933.05(a), and 933.05(b), to inform the Grand Jury that their recommendations have been implemented. The following is a summary of the actions that have been implemented by the City of Vernon:

RECOMMENDATION 5.1

1. Added the following statement to the Green Vernon Commission description on the Vernon Local Appointments List webpage:
 - a. Each of the seven (7) appointed members of the Commission shall receive one hundred dollars (\$100) per meeting, up to a maximum of two hundred dollars (\$200) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. (City of Vernon, Article XIX, Section 2.152). Meeting attendance is required to receive compensation.
2. Added the following statement to the Vernon Housing Commission description on the Vernon Local Appointments List webpage:
 - a. The member of the Vernon Housing Commission who also serves on the City Council shall not receive compensation for their attendance at Vernon Housing Commission meetings. All other Commission members shall receive one hundred dollars (\$100) per meeting, up to a maximum of two hundred dollars (\$200) in any calendar month, as well

Exclusively Industrial

as their actual and necessary expenses incurred in the discharge of their duties. (City of Vernon, Article XIX, Section 2.129). Meeting attendance is required to receive compensation.

3. Added the following statement to the Vernon CommUNITY Fund Grant Committee description on the Vernon Local Appointments List webpage:
 - a. A member of the Grant Committee who also serves on the City Council shall not receive compensation for his or her attendance at Grant Committee meetings. All other Grant Committee members shall receive one hundred dollars (\$100) per meeting, up to a maximum of two hundred dollars (\$200) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. (City of Vernon, Article XX, Section 2.160(d)). Meeting attendance is required to receive compensation.
4. Added the following statement to the Vernon Business and Industry Commission description on the Vernon Local Appointments List webpage:
 - a. Commission members shall receive one hundred dollars (\$100) per meeting, up to a maximum of two hundred dollars (\$200) in any calendar month, as well as their actual and necessary expenses incurred in the discharge of their duties. City Councilmember shall receive no compensation as a Commission member. (City of Vernon, Article XX, Section 2.182). Meeting attendance is required to receive compensation.

RECOMMENDATION 5.2

1. Added the following statement to the Green Vernon Commission description on the Vernon Local Appointments List webpage:
 - a. Members of the City Council do not sit on the Green Vernon Commission.
2. For the Vernon Housing Commission:
 - a. With new language added, it is indicative that a City Councilmember does sit on the Vernon Housing Commission.
3. For the Vernon CommUNITY Fund Grant Committee:
 - a. With new language added, it is indicative that a City Councilmember does sit on the Vernon Housing Commission.
4. For the Vernon Business and Industry Commission:
 - a. With new language added, it is indicative that a City Councilmember does sit on the Vernon Housing Commission.

RECOMMENDATION 5.3

1. Added the following statement to the Green Vernon Commission description on the Vernon Local Appointments List webpage:
 - a. Members of the Green Vernon Commission are allowed to serve on more than one commission at the same time.
2. Added the following statement to the Vernon Housing Commission description on the Vernon Local Appointments List webpage:
 - a. Members of the Vernon Housing Commission are allowed to serve on more than one commission at the same time.
3. Added the following statement to the Vernon CommUNITY Fund Grant Committee description on the Vernon Local Appointments List webpage:
 - a. Members of the Vernon CommUNITY Fund Grant Committee are allowed to serve on more than one commission/committee at the same time.
4. Added the following statement to the Vernon Business and Industry Commission description on the Vernon Local Appointments List webpage:
 - a. Members of the Vernon Business and Industry Commission are allowed to serve on more than one commission at the same time.

RECOMMENDATION 5.3

With respect to this item, we are not quite sure why the City was found deficient in providing a link to current agenda and timely meeting minutes for each meeting. On the "Public Meetings" webpage, the different bodies are listed. When one is clicked, it immediately takes you to the most current agenda, and the most recently adopted minutes. Hyperlinks pointing towards the mentioned child pages were added to the main "Public Meetings" page to make it more user-friendly, in case the side menu was not seen.

ADDITIONAL IMPROVEMENTS

In the spirit of making appointed commissions more accessible, we have also added a Committee/Commission Interest Form for the public to complete and submit if they are interested in serving on a commission or committee. Additionally, we are implementing procedures to ensure that our member's bios are maintained with the most current information.

The City of Vernon is committed to good and transparent governance. We will continue to strive for a modernized and user-friendly online portal as well as providing the highest quality customer service.

If you have any questions, comments, or further recommendations, please do not hesitate to get in contact with our office at (323) 583-8811 ext. 286 or CityClerk@ci.vernon.ca.us.

Sincerely,



Maria E. Ayala, CMC
City Clerk

PO Box 682
21201 La Puente Road
Walnut, CA 91789-2018
Telephone (909) 595-7543
Fax (909) 595-6095
www.ci.walnut.ca.us



ERIC CHING
Mayor

MARY SU
Mayor Pro Tem

ROBERT "BOB" PACHECO
Council Member

ANDREW RODRIGUEZ
Council Member

NANCY TRAGARZ
Council Member

CITY OF WALNUT

January 23, 2017

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Subject: Response to Inadequate El Nino Planning For County Homeless Population:
A Report by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Presiding Judge:

As requested in your letter dated December 23, 2016, the City of Walnut respectfully submits this response to Sections 1R1-1R7 of the 2015-2016 Los Angeles County Civil Grand Jury Final Report "Inadequate El Niño Planning for County Homeless Population."

Responses:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

Implemented. *The City has an Emergency Operations Plan adopted in 2000 that details the City's responses to an emergency event. Included in this plan is a list of City shelters to be utilized when the City's Emergency Operations Center is activated. City shelters are open and available to anyone. The City of Walnut has designated the Walnut Gymnasium/Teen Center as an emergency shelter:*

*Walnut Gymnasium/Teen Center
21003 La Puente Road
Walnut CA 91789*

Additionally, the City has an agreement with the American Red Cross to provide shelter assistance if needed.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

Implemented. *The City of Walnut's emergency shelter supplies are located in a storage bin located at Walnut City Hall. The Gymnasium/Teen Center has room for storage of personal items (downstairs area). City staff is trained to provide basic services in emergencies and policing is provided by the Los Angeles County Sheriff's Department.*

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Implemented With Clarification. *City of Walnut Ordinances do not impede the sheltering of people in public structures and facilities during an El Niño event. Fire and Public Safety services in the City of Walnut are provided by Los Angeles County Fire and Sheriff's Departments which are well-equipped to respond to emergencies. The City acknowledges its discretionary authority and administration of common sense in the enforcement of existing code and regulations in emergency circumstances. However, health and safety regulations are enacted to protect lives and the City will not "relax restrictions in health, fire, and other safety standards applicable to non-catastrophic times" in any way that would endanger the lives of those seeking shelter and the many volunteers operating these facilities.*

As to more long-term and permanent responses to the needs of the homeless population, the City's Housing Element and Zoning Code permit Emergency Shelters as a matter of right in the M-1 Manufacturing Districts and permit transitional and supportive housing in residential districts in accordance with California Government Code Section 65583(a)4a).

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Implemented. *The City of Walnut agrees that private efforts to address temporary sheltering which supplement governmental efforts should be allowed and encouraged. There are no City Ordinances that would impede the sheltering of people in private structures and facilities during an El Niño event. However, in the event an exemption from a City regulation is requested in connection with the temporary sheltering of people in private structures and facilities during an El Niño or other emergency, the City will expeditiously review such requests on a case-by-case basis with a priority on safety and a desire to encourage private efforts to assist in serving the needs of our homeless population.*

As stated above in our response to IR1.4, as to more long-term and permanent responses to the needs of the homeless population, the City's Housing Element and Zoning Code permit Emergency Shelters as a matter of right in the M-1 Manufacturing Districts and permit transitional and supportive housing in residential districts in accordance with California Government Code Section 65583(a)4a).

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Implemented and Will Implement. *The City of Walnut agrees that it is of paramount importance to safeguard homeless residents who, for various reasons, are unable to be accommodated in emergency shelters. The City of Walnut has emergency supplies that that could be distributed by the City's emergency response team to unsheltered individuals. The City will purchase additional tarps, ponchos and similar supplies that may be distributed to unsheltered homeless persons to protect them from the harsh elements of an El Nino or similar event.*

These additional supplies will be purchased by March 1, 2017.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Will Implement. *The City of Walnut agrees and recognizes that partnerships with local non-profit groups can enhance outreach efforts and create greater trust among the homeless population. The City of Walnut will connect with following organizations to assist with the distribution of supplies during an El Niño event:*

- *Walnut/Diamond Bar Lion's Club*
- *Chinese American Association of Walnut*
- *Walnut Valley Woman's Club*

This will be completed by March 1, 2017

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

Implemented. *The City of Walnut agrees that public service announcements are essential to effective outreach about the location and availability of shelters, including public transportation. The City believes that personal contact and building trust and relationships between City staff, volunteers and the homeless is the most effective tool in identifying needs and ensuring that all of our homeless are aware of how to take advantage of the services available to them. In addition, emergency preparedness and homeless information is also available on the City's website, local newspapers and social media channels in an effort to provide information about cold weather shelters, shuttles available and other resources.*

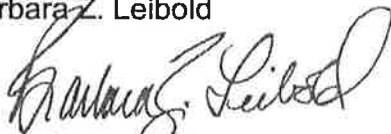
The City of Walnut emergency shelter location is listed on the City's website (<http://www.cityofwalnut.org/for-residents/public-safety/emergency-preparedness/shelters>) and will be included in any public service announcements during an El Niño event.

The City of Walnut is served by METRO and Foothill Transit. Links to these public transportation services are provided on the City's website (<http://www.cityofwalnut.org/for-residents/community-resources/transportation>).

The City of Walnut agrees with the Findings of the Civil Grand Jury and shares its concerns regarding the health and safety of the region's homeless population, both during an emergency event and in the long-term. The City of Walnut appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Report recommendations and appreciates your time and attention to assist in our shared effort to protect the well-being of our region's most disadvantaged and at-risk population. If you require additional information, please do not hesitate to call Rob Wishner, City Manager at (909) 595-7543.

Respectfully submitted,

Barbara Z. Leibold



City Attorney, City of Walnut

cc: Mayor Ching and City Council Members
City Manager Rob Wishner
City Clerk Teresa DeDios



219 p. f. m. l.

p. 6. 1

January 11, 2017

10.3 10.5
10.6

Ms. Clara Shortridge Foltz
Criminal Justice Center
County of Los Angeles - Civil Grand Jury
210 West Temple Street, Room 11-506
Los Angeles, CA 90012

10.2 w. l. p.

10.1 w. l. p. f.

10.3 LAHSA

10.4 p. 6.

Dear Ms. Foltz;

In response to the Civil Grand Jury Report on Homelessness, the City of West Covina is responding to the finding that the City needs to provide permanent housing for homeless in the community. While the City of West Covina's elected officials and staff continue to have dialogue with local non-profits, partners and Los Angeles County, the City does not have permanent homeless housing in place to address the El Niño storm for 2017.

The City of West Covina is committed to fighting homelessness with local agencies and across the region as evident in past and new partnerships. The City of West Covina recently entered into an agreement to financially support Rapid Rehousing, which is a key strategy of Los Angeles County's Homeless Initiative. The City is also entering into an agreement with YWCA to provide case management to homeless in our parks and on our streets. In addition, the City of West Covina Police Department and the Community Services Department have partnered to secure funding for two bicycle officers, dedicated to patrolling of parks and local shopping centers to work with the homeless to create a safer environment. On January 24, 2017, the City will once again partner with the Los Angeles Homeless Services Authority (LAHSA) to host and participate in the Homeless Count to better understand the number of homeless in our community, as well as the region. The City will continue to provide mental health support for the homeless, provide temporary sheltering, food and clothing services, and provide community outreach through City Staff and the West Covina Police Department's Mental Evaluation Team (MET).

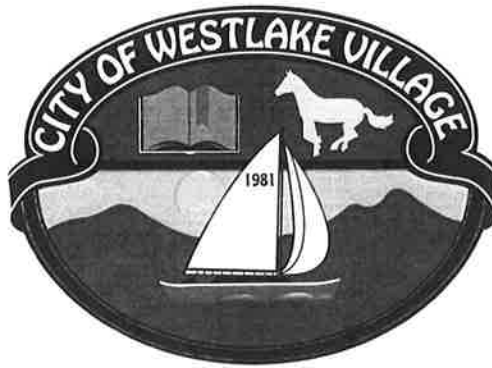
Through our partnership with the San Gabriel Valley Consortium on Homelessness and West Covina churches, the City was able to provide temporary sheltering for homeless individuals and families in the past. In 2016, the City provided \$10,000 for emergency hotel vouchers for the homeless in preparation for the El Niño storm. Local community churches opened their Winter Shelter on December 1, 2016, in West Covina and have continued the Winter Shelter in partnership with neighboring cities. The Winter Shelter enables the homeless to get out of the elements at night to help mitigate the health issues during this storm season.

The City of West Covina understands the gravity of the increasing homeless population in California and the need for more housing solutions. We are hopeful that the new partnership with the County for Rapid Rehousing will benefit the homeless in West Covina. The City continues to reemphasize the need to find a regional approach to the homelessness and will continue to work with local partners, neighboring communities, and Los Angeles County to search for solutions to this complex issue.

Sincerely,

A handwritten signature in black ink, appearing to read 'CFE', written in a cursive style.

Chris Freeland
City Manager



1R 1

Feb 1

11.216-1-24-2017

1-24-2017

BRAD HALPERN
Mayor

MARK RUTHERFORD
Mayor Pro Tem

NED E DAVIS
Councilmember

KELLY HONIG
Councilmember

SUSAN McSWEENEY
Councilmember

January 3, 2017

County of Los Angeles
Civil Grand Jury
Attention: Douglas Benedict and Joanne D. Saliba
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

1.81 ind.
1.82. will not
1.83
1.84.5
1.86
1.87 will not

Subject: City of Westlake Village Response to the 2015-16 Los Angeles County Civil
Grand Jury Interim Report on Inadequate El Nino Planning for Homeless
Population

Dear Mr. Benedict:

Please note that I am in receipt of your letter dated December 23, 2016 stating that the City of Westlake Village response to the above referenced report, Sections 1R.1-1R.7, is missing. Contrary to this finding, the City of Westlake Village staff did review the Interim Report in a timely manner and prepared a response to Sections 1R.1-1R.7. This matter was presented to the City Council at its regular meeting on February 24, 2016 when it approved the attached letter to the Grand Jury containing the City's response (please see attached). For whatever reason, it appears the attached letter was either inadvertently not mailed to the Grand Jury or it was sent but perhaps misplaced. In any event, I am attaching that letter now which contains the City of Westlake Village response to Sections 1R.1-1R.7 detailing whether the various recommendations were implemented, not implemented or would be implemented by the City.

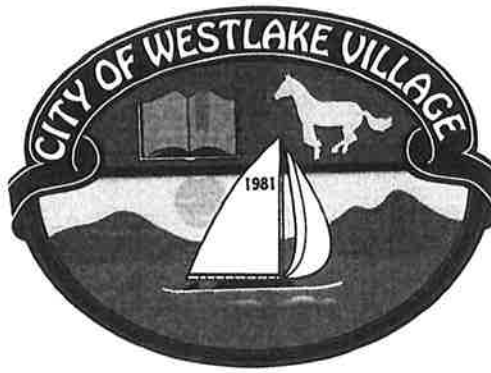
I apologize for any inconvenience or confusion over the City's original response to the Grand Jury's Interim Report. Please confirm that you have received this letter and that you are now in receipt of the City of Westlake Village response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Nino Planning for Homeless Population, Sections 1R.1-1R.7.

If you have any further questions, please contact me at your convenience.

Sincerely,

Raymond B. Taylor
City Manager

Attachment



SUSAN McSWEENEY
Mayor

BRAD HALPERN
Mayor Pro Tem

MARK RUTHERFORD
Councilmember

NED E DAVIS
Councilmember

KELLY HONIG
Councilmember

February 24, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Subject: City of Westlake Village Response to the 2015-16 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Nino Planning for County Homeless Population

Dear Presiding Judge:

I write on behalf of the City of Westlake Village (City) in response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Nino Planning for County Homeless Population (Report). The Westlake Village City Council publicly reviewed and approved this letter at its February 24, 2016 regular meeting.

IR1.1 Response - The recommendation has been implemented. The City has a small geographic territory (approximately 5.5 square miles) and a small population (approximately 8,800 residents). The City owns and controls only one building - the Westlake Village Civic Center. The Civic Center is made up of City Hall, City Council Chambers, the Westlake Village branch of the Los Angeles County Library, and a small community room. The community room could be used for temporary sheltering for a very limited number of people, but the building does not contain the facilities required for long-term sheltering (kitchen, showers, etc.). Thus, long-term sheltering of large numbers of people would need to be coordinated with neighboring cities, Los Angeles County, and non-profit organizations.

IR1.2 Response - The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's sole building. As stated in IR1.1 Response, any long-term sheltering within the City of Westlake Village and surrounding communities would need to be in partnership with neighboring agencies, Los Angeles County, and non-profit organizations. The City does not own or control a large enough

facility for long-term sheltering nor does it have the capacity to store necessary equipment for long-term sheltering.

IR1.3 Response - The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during the El Nino event.

IR1.4 Response - The recommendation will not be implemented because it is not warranted due to inapplicability. The City has no ordinances or regulations that block private entities from providing temporary shelter to people without homes.

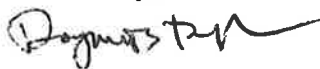
IR1.5 Response - The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's sole building. As stated in IR1.1 Response, the City does not control a facility large enough to accommodate people for long-term shelters or the storage of tents, tarps, etc. However, the City will assist in coordinating with surrounding agencies, Los Angeles County and non-profit agencies on shelters for people with or without pets.

IR1.6 Response - The recommendation has been implemented. The City's Community Services Grant Program provides financial support to several faith-based organizations in the community that provide a winter homeless shelter and soup kitchen.

IR1.7 Response - The recommendation will not be implemented because it is not warranted due to the limited capacity of the City's sole building. The City does not have the capacity to setup a public building shelter. However, the City does refer those in need to community-wide public shelters and faith-based shelters.

Thank you for providing the City an opportunity to respond to the Report. Should you have any questions concerning the responses contained in this letter, please contact me at your convenience.

Sincerely,



Raymond B. Taylor
City Manager

IR.2

Who Cares For
The Dead
When The
Dead Don't
Vote



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES HELD IN ROOM 381B
OF THE KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012**

Tuesday, July 12, 2016

9:30 AM

- 17.** Recommendation: Approve the responses to the findings and recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Interim Report that pertains to County Government matters under the control of the Board; and instruct the Executive Officer of the Board to transmit copies of the report to the Civil Grand Jury, and file a copy of the report with the Superior Court upon Board approval. (16-3334)

Eric Preven and Dr. Genevieve Clavreul addressed the Board.

On motion of Supervisor Kuehl, seconded by Supervisor Solis, this item was approved.

Ayes: 5 - Supervisor Ridley-Thomas, Supervisor Kuehl, Supervisor Knabe, Supervisor Antonovich and Supervisor Solis

Attachments: Board Letter

The foregoing is a fair statement of the proceedings of the regular meeting, July 12, 2016, by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.

Lori Glasgow, Executive Officer
Executive Officer-Clerk
of the Board of Supervisors

By Lori Glasgow

Lori Glasgow
Executive Officer



ATTEST: LORI GLASGOW
EXECUTIVE OFFICER
CLERK OF THE BOARD OF SUPERVISORS

By

Rachelle Smith, Deputy



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

July 12, 2016

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

17 July 12, 2016

LORI GLASGOW
EXECUTIVE OFFICER

Dear Supervisors:

RESPONSES TO THE 2015-2016 CIVIL GRAND JURY INTERIM REPORT RECOMMENDATIONS (ALL DISTRICTS AFFECTED) (3 VOTES)

SUBJECT

Approval of Los Angeles County (County) responses to the findings and recommendations of the 2015-2016 Los Angeles County Civil Grand Jury (CGJ) Interim Report, and the transmittal of responses to the CGJ, as well as the Superior Court, upon approval by the County Board of Supervisors (Board).

IT IS RECOMMENDED THAT THE BOARD:

1. Approve the responses to the findings and recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Interim Report that pertains to County government matters under the control of the Board (see Attachment).
2. Instruct the Executive Officer of the Board of Supervisors to transmit copies of this report to the Civil Grand Jury, upon approval by the Board.
3. Instruct the Executive Officer of the Board of Supervisors to file a copy of this report with the Superior Court, upon approval by the Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Section 933 (b) of the California Penal Code establishes that the county boards of supervisors shall comment on grand jury findings and recommendations which pertain to county government matters under control of those boards.

On April 21, 2016, the Civil Grand Jury released the Interim Report "Who Cares for the Dead When the Dead Don't Vote?" This report was the result of a review of all Los Angeles County functions

dealing with the deceased, including the Department of the Medical Examiner-Coroner and the Department of Health Services' Office of Decedent Affairs. The report examined the present workings of the two offices. The Chief Executive Office, Department of Medical Examiner-Coroner, and Department of Health Services have jointly reported back on the Civil Grand Jury recommendations. This response is attached as the County's official response to the 2015-2016 Civil Grand Jury Interim Report.

Implementation of Strategic Plan Goals

The recommendations and responses are consistent with all three of the County Strategic Plan Goals:

Goal No. 1 – Operational Effectiveness:

Maximize the effectiveness of the process, structure, operations and strong fiscal management to support timely delivery of customer-oriented and efficient public services.

Goal No. 2 – Community Support and Responsiveness:

Enrich lives of Los Angeles County residents by providing enhanced services, and effectively planning and responding to economic, social, and environmental challenges.

Goal No. 3 – Integrated Services Delivery:

Maximize opportunities to measurably improve client and community outcomes and leverage resources through the continuous integration of health, community, and public safety services.

FISCAL IMPACT/FINANCING

Any additional costs will be considered in the various budget phases.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with California Penal Code Section 933 (b), the Chief Executive Office, Department of Medical Examiner-Coroner, and the Department of Health Services have submitted a joint response to the 2015-2016 County of Los Angeles Civil Grand Jury Interim Report.

ENVIRONMENTAL DOCUMENTATION

Not applicable.

CONTRACTING PROCESS

Not applicable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Not applicable.

The Honorable Board of Supervisors

7/12/2016

Page 3

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sachi A. Hamai".

SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:FAD:CT:yjf

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Department of Medical Examiner-Coroner
Department of Health Services

RESPONSE TO THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY INTERIM REPORT

REVIEW OF THE REPORT

The Civil Grand Jury investigated two County offices that deal with the deceased, including the Department of Medical Examiner-Coroner (DMEC) and decedent services provided by the Department of Health Services (DHS).

Pertaining to the DMEC, the report addressed workload, investigations and examination process, and accreditation. A summary of their findings are listed below.

1. Workload

The DMEC processes approximately 10,000 of the 20,000 to 25,000 deaths each year and performs approximately 4,000 autopsies per year at their facility located near downtown. This workload is comparable to the medical examiner offices in New York City (New York) and Cook County (Chicago). However, these jurisdictions are physically smaller, serve smaller populations, and employ more critical staff per capita.

2. Investigations and Examination Process

Prior to the forensic pathologist beginning an autopsy, the investigator must complete a report detailing the scene at which a body is found, including personal effects gathered there. The report stated that the DMEC takes on average longer than 90 days to complete final autopsy reports, which is the National Association for Medical Examiners (NAME) standard.

Further, during an autopsy, internal examinations are also conducted, including the collection of body fluids and tissue samples, to determine if there is a presence of drugs, poison, and/or disease(s) and to preserve DNA. Samples retrieved more than two weeks after death will have likely degraded and may not be optimally reliable. The report indicated that DMEC toxicology lab requires several months to analyze samples taken in routine autopsies, jeopardizing the NAME accreditation of the facility.

In addition, the report identified that on average more than 400 bodies are stored in the crypt. In the vast majority of cases, the report further stated that the DMEC is unable to meet the minimum acceptable standard autopsy report completion time of 90 days.

3. Accreditation

The DMEC is currently accredited by the NAME. They require a facility maintain specific standards in management, personnel, operations, procedures, instruments, physical site, and safety. The report found that the DMEC is

understaffed in forensic pathology, investigator, and criminalist (laboratory) positions.

- *Forensic Pathologist:* Per the report, there are only 500 to 600 board-certified forensic pathologists in the U.S. In 2015, 43 doctors nationally were newly board certified as forensic pathologists. The DMEC currently employs 23 forensic pathologists, and with the Medical Examiner-Coroner recently resigning, the report recommends that there is an immediate critical need for two additional doctors. The NAME suggests a median staffing level of 3.2 forensic pathologists per million of population, translating to a recommended staffing level of 32 forensic pathologists at DMEC.
- *Coroner Investigators:* The DMEC has 46 budgeted investigator positions to cover a total caseload of about 10,000 incidents per year. The NAME suggests a median staffing level of 5.9 investigators per million of population, translating to a recommended 59 investigators at DMEC.
- *Criminalists/Forensic Toxicologists:* These positions are critical to the DMEC's operations, are highly specialized, and require several years of experience and training. The DMEC has budgeted 13 forensic toxicology positions, with six vacancies. The NAME suggests a median staffing level of 3.5 toxicologists per million of population, translating to a recommended staffing level of 35 toxicologists at DMEC.

In addition to the DMEC, the Civil Grand Jury reviewed the Office of Decedent Affairs (ODA) and its operations of the County morgue, crematory, and cemetery. The report highlighted that only two of the five existing retorts (furnaces) are currently in operation and have long needed upgrading. The report further questions whether continued operation of the County crematory is an effective use of resources. The report suggests that the DMEC and ODA be consolidated once the DMEC is appropriately staffed to perform core functions.

The Chief Executive Officer (CEO) has taken immediate steps to provide critical support to the DMEC, including the establishment of a Coroner Support Team. This Support Team consists of representation from the CEO, the Auditor-Controller, and the Department of Human Resources. This team has already begun to implement strategies to support the DMEC. The following section provides the responses to the identified recommendations listed in the 2015-2016 Los Angeles County Civil Grand Jury Interim Report.

RESPONSE TO RECOMMENDATIONS

RECOMMENDATION NO. IR2.1

Los Angeles County and DMEC, within the next 90 days, should initiate a study to identify and correct barriers to recruitment and retention of board-certified professionals with respect to budgeted, but unfilled positions at DMEC, including, among others, forensic pathologists, investigators, and toxicologists.

RESPONSE

Agree. There are numerous factors that can impact the department's ability to effectively recruit and retain staff. A study has been initiated exploring the starting salaries and budget implications. Also, the department will survey current and ex-staff members, including fellows, to better understand their decisions to work for the DMEC versus other employers. However, networking opportunities with associations and higher education institutions are also critical to establishing a continuous flow of qualified applicants. Further, recruitment efforts can be enhanced by more effectively advertising to potential candidates by using an executive recruitment firm. All strategies to ensure effective recruitment will continue to be explored.

RECOMMENDATION NO. IR2.2

Los Angeles County and DMEC should increase staffing at DMEC immediately in order to reduce the risk of error, the need for high amounts of overtime, employee redeployment in cases of rapidly growing backlogs, and employee burnout. Evidence that Los Angeles County is providing additional resources to the department might allow DMEC to keep its accreditation, currently in great jeopardy, on a provisional basis. Specifically, staffing should be increased by:

IR2.2(a) 12 full-time investigators;

IR2.2(b) 2 full-time forensic pathologists; and

IR2.2(c) 7 full-time toxicologists.

RESPONSE

Partially agree. A multi-pronged approach has been taken to provide immediate support to the department and provide adequate time to conduct a workload study to determine appropriate staffing levels. This approach included the on-boarding of three 120-day retirees, conducting a Request for Statement of Qualification (RFSQ) to employ contract physicians, and approval to on-boarding 12 temporary clerical staff from the Department of Public Social Services (DPSS) Transitional Subsidized Employment Program to support department clerical operations. Further, the Department was provided ordinance authority to immediately hire the following positions:

- Six Coroner Investigators
- Four Senior Criminalist
- One Supervising Criminalist I
- One Supervising Coroner's Investigator I

In addition, a contract was put in place with Orange County (OC) Sheriff to assist with screening Blood Alcohol tests when needed. To date, 750 Blood Alcohol screenings were completed by OC. Also, NMS Labs has been engaged to assist with other toxicology tests, such as sympathomimetic amines.

A consultant has been engaged to conduct a workload study, but additional time is needed to complete this analysis. Upon completion of this analysis, recommendations will be provided to the Board of Supervisors for its consideration.

RECOMMENDATION NO. IR2.3

Los Angeles County and DMEC should, beyond the positions required by recommendation IR2.2, further increase staffing at DMEC in order to achieve median staffing levels per millions of population strongly recommended by the NAME. Specifically, staffing should be increased by:

IR2.3(a) 1 full-time investigator,

IR2.3(b) 7 full-time forensic pathologists, and

IR2.3(c) 15 full-time toxicologists.

RESPONSE

Partially agree. To date, the CEO has allocated 4.0 Senior Criminalist positions and 1.0 Supervising Criminalist position. With support from the CEO and DHR, the Department has begun the process of:

- Immediately hiring 4.0 Criminalists to work in the toxicology lab, (3.0 positions borrowed from the DNA Unit will be assigned back to DNA); and
- Immediately hiring 1.0 Supervising Criminalist. An offer has been accepted and is currently going through the background investigation process.

This recommendation will be further analyzed once an assessment of workload is completed. The NAME's recommended staffing levels will be taken in to consideration as part of the analysis. Upon completion of this analysis, recommendations will be provided to the Board of Supervisors for its consideration.

RECOMMENDATION NO. IR2.4

Los Angeles County and DMEC should increase compensation, by means perhaps, of starting such employees at higher steps on the county's pay scale, and other incentives, in order to effectively recruit and retain these specialized individuals.

RESPONSE

Partially agree. There are numerous factors that can impact the department's ability to effectively recruit and retain staff. The County has made efforts to increase compensation by:

- (a) Placing forensic pathologists on a higher salary scale than other pathologists;
- (b) Starting forensic pathologists on a higher step initially; and
- (c) Exploring the feasibility of increasing the compensation for the fellowship position in forensic pathology.

The DMEC has also increased compensation by:

- (a) Paying for 5 days of training time per doctor;
- (b) Paying the cost of the patient safety course required for recertification by the American Board of Pathology; and
- (c) Offering free Continuing Medical Education (CME) and SAM credit at the Forensic Science Seminar.

A study has been initiated to further explore starting salaries and budget implications, but additional time is needed. Further, networking opportunities with associations and higher education institutions is also critical to establishing a continuous flow of qualified applicants. In addition, recruitment efforts can be enhanced by more effectively advertising the positions to potential candidates to ensure the right candidates are applying for the positions. The DMEC will continue to explore all strategies to ensure effective recruitment.

RECOMMENDATION NO. IR2.5

Los Angeles County and DMEC should, within the next fiscal year, establish in the West Valley area a facility comparable and redundant to the medical examiner's sole facility.

RESPONSE

This recommendation requires further analysis. An alternate full service facility to provide redundancy and resilience of DMEC operations may be of benefit. However, core laboratory functions will need to continue to be centralized at the Forensic Science Center in Los Angeles. A consultant has been engaged to conduct a workload study to

determine the impacts and potential benefits of a single facility versus the need for an additional facility. Additional time is needed to complete this analysis.

RECOMMENDATION NO. IR2.6

Should Los Angeles County continue operation of its crematory, Los Angeles County and DHS should replace the crematory retorts, including necessary upgrading of plumbing, electrical, and HVAC systems. The crematory floor needs to be replaced. Other structural issues also may need to be addressed.

RESPONSE

In March 2016, DHS started utilizing private crematories through contracts that the Department of the Medical Examiner-Coroner already had in place. These private crematories enabled DHS to successfully address their backlog issues caused by the limited functionality of the current antiquated crematory retorts at the LAC+USC Medical Center. DHS is currently acquiring cost estimates to evaluate the cost-effectiveness of retort replacement versus the feasibility in outsourcing this service to private crematories on an ongoing basis.

RECOMMENDATION NO. IR2.7

Los Angeles County should not move the indigent-related functions of ODA from DHS to DMEC until the 21 additional personnel needed by DMEC to be basically functional in its mission, recommended previously in IR2.2, are provided. The CGJ recommends that if, or when, the consolidation goes forward it include additional staff for DMEC, along with other appropriate support, necessary for the work to be properly performed by DMEC, according to the laws of California, on behalf of the people of Los Angeles County. Specifically, staffing should be increased by:

IR2.7(a) 6 full-time investigators;

IR2.7(b) 5 full-time transport workers; and

IR2.7(c) 2 full-time clerks.

RESPONSE

Agree. The morgue operations should not be moved to DMEC until the department is able to sufficiently perform core functions. This recommendation will be reconsidered at a later date.

**EXECUTIVE OFFICE
BOARD OF SUPERVISORS
383 Hall of Administration
500 West Temple Street
Los Angeles, California 90012**

**Los Angeles Superior Court
Presiding Judge
111 N. Hill St., Room 204
Los Angeles, CA 90012**

R.3

A Close Look At
Policing and the
Mentally ill



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

Attachment A

August 23, 2016

To: Supervisor Hilda L. Solis, Chair
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: Sachi A. Hamai
Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; - Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DH
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO₂Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/CC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at cthomas@ceo.lacounty.gov.

SAH:JJ:FAD:CT:yjf

Attachments

"To Enrich Lives Through Effective And Caring Service"

Please Conserve Paper - This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

**COUNTY OF LOS ANGELES
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS**

**2015-2016 GRAND JURY RECOMMENDATIONS FOR
A CLOSER LOOK AT POLICING AND THE MENTALLY ILL**

RECOMMENDATION NO.3.1

Los Angeles County and Department of Health Services should ensure that a minimum of three mental health clinicians per shift are working independently at Inmate Reception Center (IRC) giving initial mental health evaluations.

RESPONSE

Partially agree. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.2

Los Angeles County, LASD and Department of Health Services should initiate a study to be completed within six months to determine staffing needs at JMHS to provide actual mental health care to inmates, as opposed to mere stabilization of inmates and make appropriate recommendations.

RESPONSE

Los Angeles County agrees with the findings and the recommendation has been implemented. The Los Angeles County has provided \$4.1 million in funding associated with Phase 1 costs of the 30 Sheriff positions required to complement the \$5 million in funding provided for the Phase I costs of the Integrated Correctional Health Services (ICHS) mental health staffing expansion (44 ICHS positions) in various custody facilities. It is anticipated that the Sheriff's Department and ICHS will be requesting additional funding in the next fiscal year for costs associated with the Phase 2 of the staffing model.

RECOMMENDATION NO.3.3

Los Angeles County and Department of Health Services should involve JMHS for input regarding the building of any jail treatment areas. Treatment areas should provide for adequate, private and quiet mental health care.

RESPONSE

Agree. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.7

Los Angeles County and LASD should fund an increase in Mental Evaluation Team (MET) to provide five teams annually for the next three years.

RESPONSE

Los Angeles County agrees with the findings and the recommendation has been implemented. The Los Angeles County Office of Diversion and Re-entry has provided \$1.44 million in funding for Phase 1 to cover the costs of 3 existing Mental Evaluation Teams (MET) which was previously being absorbed by the Sheriff's Department and one new MET. The Department now has a total of 9 MET. The Department will be requesting funding for 7 additional teams over the next two years, which will ultimately provide the Department a total of 23 MET by fiscal year 2018-19.

RECOMMENDATION NO.3.10

Los Angeles County and Department of Health Services should ensure that a study, to be completed within six months, be conducted by Department of Health Services (DHS) to determine if sufficient JMHS staff is employed to assist released inmates to receive and continue mental health care in Los Angeles County.

RESPONSE

Agree. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.11

Los Angeles County and Department of Health Services should initiate a study, to be completed within six months, to be conducted to determine if more Urgent Care Centers are needed in Los Angeles County.

RESPONSE

Agree. The Department of Health Services has deferred to the Department of Mental Health for their response. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.12

Los Angeles County and Department of Health Services should provide 350 or more residential board and care beds in Los Angeles County.

RESPONSE

Partially agree. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.13

Los Angeles County and Department of Health Services should provide four facilities to handle integrated drug, alcohol and mental health care in Los Angeles County.

RESPONSE

Agree. See the Department of Health Services' response (Attachment G).

RECOMMENDATION NO.3.14

Los Angeles County and Department of Health Services should create and staff additional drop off locations to be used by law enforcement throughout Los Angeles County to make early diversion a reality.

RESPONSE

Agree. See the Department of Health Services' response (Attachment G).

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES DEPARTMENT OF HEALTH SERVICES (DHS)

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR A CLOSER LOOK AT POLICING AND THE MENTALLY ILL

RECOMMENDATION NO.3.1

Los Angeles County and Department of Health Services should ensure that a minimum of three mental health clinicians per shift are working independently at Inmate Reception Center (IRC) giving initial mental health evaluations.

RESPONSE

DHS partially agrees with this recommendation.

DHS, in partnership with the Los Angeles Sheriff Department (LASD), has evaluated IRC volume through weekly averages and designed staffing models to ensure timely assessment of inmates with mental illness in the IRC. Occasionally, this requires less than 3, or more than 3 clinicians.

DHS remains committed to adequate staffing based on volume as well as need, in order to provide high quality care. It has determined that simply stopping at evaluation is inadequate. DHS expects to begin treatment for the most mentally ill individuals entering the jail when they are in the IRC.

DHS has requested additional staff to meet the staffing requirements; and the Department anticipates part of the staff will arrive before the end of the present calendar year, and the rest of the staff will arrive before the end of the current fiscal year.

RECOMMENDATION NO.3.2

Los Angeles County, LASD and Department of Health Services should initiate a study to be completed within six months to determine staffing needs at JMHS to provide actual mental health care to inmates, as opposed to mere stabilization of inmates and make appropriate recommendations.

RESPONSE

DHS agrees with this recommendation and has already completed implementation to provide appropriate and meaningful mental health care to inmates. An assessment was completed between November 2015 and January 2016, and included both DHS Jail Mental Health and Custody. The assessment looked at national models and existing programs and staffing to create a team-based approach that focused on early identification and treatment of mental illness, team-based continuity services, as well as early and thorough discharge planning. This correlates with the additional staffing referenced in response to Recommendation 3.1.

Disagree	Partially Agree	Disagree
3.2	3.1	3.13
3.3	3.2	
3.10	3.12 ✓	
3.11		
3.14		



Health Services
LOS ANGELES COUNTY

**Los Angeles County
Board of Supervisors**

Hilda L. Solis
First District

Mark Ridley-Thomas
Second District

Sheila Kuehl
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

August 2, 2016

TO: Sachi Hamai
Chief Executive Officer

FROM: Mitchell H. Katz, M.D. *Mitchell Katz*
Director

SUBJECT: **THE DEPARTMENT OF HEALTH SERVICES' (DHS)
RESPONSE TO THE 2015-2016 LOS ANGELES
COUNTY CIVIL GRAND JURY FINAL REPORT**

Mitchell H. Katz, M.D.
Director

Hal F. Yee, Jr., M.D., Ph.D.
Chief Medical Officer

Christina R. Ghaly, M.D.
Chief Operations Officer

313 N. Figueroa Street, Suite 912
Los Angeles, CA 90012

Tel: (213) 240-8101
Fax: (213) 481-0503

www.dhs.lacounty.gov

Please find attached DHS' responses to the Civil Grand Jury's 2015-2016 Final Report. Specifically, recommendation numbers 3.1, 3.2, 3.3, 3.10, 3.12, 3.13, 3.14, and 4.2.

Please note that the DHS has deferred to the Department of Mental Health (DMH) with regard to Section 3.11; and deferred to the Department of Public Health (DPH) with regard to Section Numbers 14.1 through 14.11. Both DMH and DPH have indicated that they will file their responses separately.

If you have any questions or require additional information, please let me know, or your staff may contact Gerardo Pinedo of my staff at (213) 240-8104.

Attachment

c: Executive Office, Board of Supervisors
Christina R. Ghaly, M.D.
Mark Ghaly, M.D.
Gregory C. Polk
Hal F. Yee, Jr., M.D., PhD.

*To ensure access to high-quality,
patient-centered, cost-effective
health care to Los Angeles County
residents through direct services at
DHS facilities and through
collaboration with community and
university partners.*



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During Fiscal Year 2015-2016, DMH issued a solicitation in order to add four additional Urgent Care Centers in Los Angeles County. It is expected that these programs will be implemented over the course of Fiscal Years 2016-2017 and 2017-2018, pending successful contract negotiation and the ability to establish sites in the Antelope Valley, San Gabriel-Pomona area, Long Beach, and the campus of Harbor-UCLA Medical Center. Once these programs are fully implemented, DMH will continue to evaluate the need for additional Mental Health Urgent Care programs."

RECOMMENDATION NO 3.12.

Los Angeles County and Department of Health Services should provide 350 or more residential board and care beds in Los Angeles County.

RESPONSE

DHS partially agrees.

Los Angeles County requires increased capacity of unlocked yet safe and secure settings for those patients with a diverse set of clinical and health needs to live and thrive. Board and care beds may be an important part of achieving this objective. To that extent, DHS agrees that a sufficient number of residential board and care beds should be made available to adequately meet the needs of our patient population. In addition, other types of residential beds could serve help meet the need.

DHS will be evaluating the best mix of beds that will achieve an optimal level of services within available resources on an ongoing basis. As such, this may or may not result in an increase of residential board and care beds to 350.

RECOMMENDATION NO. 3.13

Los Angeles County and Department of Health Services should provide four facilities to handle integrated drug, alcohol and mental health care in Los Angeles County.

RESPONSE

DHS disagrees with this recommendation. DHS agrees that a sufficient number of facilities are needed to adequately handle integrated drug, alcohol, and mental health care in Los Angeles County. Specialized networks or facilities that can provide comprehensive and integrated substance use disorder treatment and mental health services would be a benefit to Los Angeles County residents. However, given that these services are largely provided by contract providers in the County that maintain their own facilities, the overall cost and timeline of creating new facilities to provide integrated services may not be feasible. DHS will continue to work within the Health Agency to expand substance use disorder services and better integrate them with mental health care in the County so that the need across the broad geography of the Los Angeles County are met.

RECOMMENDATION NO 3.3.

Los Angeles County and Department of Health Services should involve JMHS for input regarding the building of any jail treatment areas. Treatment areas should provide for adequate, private and quiet mental health care.

RESPONSE

DHS agrees with this recommendation.

DHS' Jail Mental Health leadership has been working closely with Custody to re-design existing clinical space to facilitate adequate, timely, and appropriate treatment for those patients with mental illness.

Additionally, DHS' Jail Mental Health has played a prominent role in proposing a design of the new jail being considered by the Board of Supervisors.

RECOMMENDATION NO.3.10

Los Angeles County and Department of Health Services should ensure that a study, to be completed within six months, be conducted by Department of Health Services (DHS) to determine if sufficient JMHS staff is employed to assist released inmates to receive and continue mental health care in Los Angeles County.

RESPONSE

DHS agrees with this recommendation.

Similar to the response under Recommendation 3.2, an assessment was completed between November 2015 and January 2016. The assessment included both DHS Jail Mental Health and Custody. The assessment looked at national models, existing programs and staffing to create a team-based approach that focused on early identification and treatment of mental illness, team-based continuity services, as well as early and thorough discharge planning. This correlates with the additional staffing that the Department anticipates, as referenced in response to Recommendation 3.2.

RECOMMENDATION NO.3.11

Los Angeles County and Department of Health Services should initiate a study, to be completed within six months, to be conducted to determine if more Urgent Care Centers are needed in Los Angeles County.

RESPONSE

DHS has reviewed this recommendation and determined that it would be appropriate to defer to DMH. Therefore, DHS partially disagrees, noting that the recommendation should be made to DMH and not DHS.

DMH has forwarded the following response to be included herein:

This recommendation has been implemented.

The Civil Grand Jury report indicates that the Department of Mental Health currently oversees five Urgent Care Centers. Of these, one contracted facility operates at less than 24 hours/day and is not Lanterman-Petris-Short designated while the remainder serve the community 24 hours/day, 7 days per week and are LPS-designated and able to treat individuals on an involuntary hold.

RECOMMENDATION NO. 3.14

Los Angeles County and Department of Health Services should create and staff additional drop off locations to be used by law enforcement throughout Los Angeles County to make early diversion a reality.

RESPONSE

DHS agrees with this recommendation. DHS's Office of Diversion and Re-entry and its Housing for Health Division are opening the County's first drop-off sobering center in Skid Row this year.

DHS hopes this model will prove effective and fruitful toward the County's diversion efforts and that a second facility will closely follow.

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES (DHS)

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
ALTERNATIVES TO SQUALOR: THE NEED TO HOUSE THE HOMELESS

RECOMMENDATION NO.4.2

Los Angeles County, Los Angeles County Sheriff's Department, Department of Health Services, Los Angeles County Fire Department, the City of Los Angeles, Los Angeles City Fire Department, and City of Los Angeles Police Department should develop and implement new procedures to assist homeless people needing immediate lifesaving care by January 1, 2017.

RESPONSE

DHS partially agrees with this recommendation. DHS agrees that assistance should be provided and coordinated. It believes that these policies should always be examined and improved but does not believe that an absolute single target date would apply given the multi-jurisdictional approach required to address this issue.

MIGUEL A. SANTANA
CITY ADMINISTRATIVE OFFICER

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

ASSISTANT
CITY ADMINISTRATIVE OFFICER

PATRICIA J. HUBER
-BEN CEJA
YOLANDA CHAVEZ

RECEIVED

OCT 03 2016

OFFICE OF
PRESIDING JUDGE

September 30, 2016

2016-09-30
213-477-7500

#191

Reuben, RPS
Dorothy
Romero

Implementation

3.4 - 3.8

Hon. Carolyn B. Kuhl
Presiding Judge, Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: A Closer Look at Policing and the Mentally Ill

Dear Judge Kuhl:

The following response is pursuant to the report released by the County of Los Angeles Civil Grand Jury titled, "A Closer Look at Policing and the Mentally Ill".

FINDINGS

The City agrees with Finding B.

RECOMMENDATIONS

Developing and fielding additional SMART Teams as suggested in Recommendation 3.4, is a priority for the Los Angeles Police Department. There are many factors that control the number of SMART teams that the Los Angeles Police Department can create and field. Nonetheless, the recent increase in SMART Teams and continued commitment to the SMART team program makes the planning for additional teams a priority within the Department.

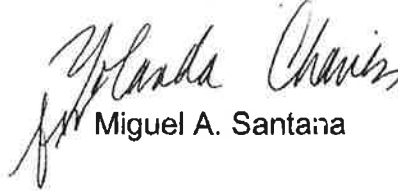
Recommendation 3.8 recommends increasing Mental Health Intervention Training (MHIT) at LAPD to train 1,200 officers per year. The existing system includes a phased implementation that includes all new officers completing the MHIT training, and a concurrent hierarchy-based system of allocating training that will ensure all line officers will have access to the Mental Health Intervention Training. In addition, all officers assigned to homeless outreach positions must

Hon. Carolyn B. Kuhl
September 30, 2016
Page 2

complete the training prior to assignment, or within six months of accepting the position.

Thank you for your interest in this issue. The City is committed to using all its available resources to address our homeless situation.

Sincerely,

A handwritten signature in dark ink, appearing to read "Yolanda Chavis". The signature is fluid and cursive, with the first name "Yolanda" and last name "Chavis" clearly distinguishable.

Miguel A. Santana

LOS ANGELES POLICE DEPARTMENT



CHARLIE BECK
Chief of Police

P. O. Box 30158
Los Angeles, Calif. 90030
Telephone: (213) 486-0150
TDD: (877) 275-5273
Ref #: 1.14

ERIC GARCETTI
Mayor

September 27, 2016

Not assigned
2-3A
11/1/16

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

3.4 } IMPLEMENTED
3.8 }
15

Dear Judge Kuhl:

This correspondence will serve as the Los Angeles Police Department's (LAPD) response to the Los Angeles County Civil Grand Jury (CGJ) report dated June 23, 2016, "A Closer Look at Policing and the Mentally Ill." The CGJ requested that the LAPD respond to recommendations 3.4 and 3.8 by September 28, 2016 (i.e., ninety days from the release of the report to the public).

RECOMMENDATION 3.4:

The City of Los Angeles and LAPD, within the next three years, should develop and implement plans to create at least 16 more SMART teams.

RESPONSE TO RECOMMENDATION 3.4:

The CGJ visited LAPD's Mental Evaluation Unit (MEU) in December of 2015. At that time, MEU was in the process of expanding from eight System-wide Mental Assessment Response Teams (SMART) per day to 17 per day, effectively doubling the capability of SMART. This expansion will be completed by September of 2016. It is projected that this expansion will result in an increase in the percentage of crisis calls¹ handled by SMART from 30 percent to approximately 70 percent. Currently, SMART handles 30 percent and Patrol handles the remaining 70 percent of crisis calls. This expansion represents a 111 percent increase in Department of Mental Health (DMH) personnel currently assigned to SMART and a 76 percent increase in LAPD sworn personnel assigned to SMART.

¹ A "crisis call" is defined as an emergency call for service from the public where there is a verified mental health emergency.

The expansion of SMART increased MEU equipment and personnel, as depicted in Table 1, below.

Table 1 – Increase in MEU Equipment and Personnel

	Increase
Sergeants I	4
Police Officers III+1	4
Police Officers III	8
Police Officers II	24
Plain Vehicles (Partitioned, “SMART Package,” MDC equipped)	12
DMH Supervisors	4
DMH Clinicians	16

The expansion of SMART also allowed for the addition of an AM watch² that closed the gap in coverage during the hours of 0130 to 0600 hours, making MEU a true 24/7 operation. The MEU currently operates with 17 SMART teams per day as depicted in Table 2, below.

Table 2 – SMART Deployment Schedule

	Number of Teams
0600 hours to 1600 hours	2
1000 hours to 2000 hours	6
1530 hours to 0130 hours	8
2030 hours to 0630 hours	1

The CGJ recommended adding 16 more teams to SMART. Since their visit, nine additional teams per day were added to SMART. To add 16 more teams on top of the current expansion would require a similar outlay of resources by LAPD and DMH. If additional personnel and equipment were added to MEU, MEU’s current location at Police Headquarters Facility would be insufficient to house the personnel and equipment.

The LAPD recommends a review of the MEU expansion be conducted in September 2017. This will allow the effectiveness of the current expansion to be analyzed to determine if further expansion is warranted. The measure of effectiveness will be the percentage of crisis calls handled by SMART.

RECOMMENDATION (3.8:)

The City of Los Angeles and LAPD should increase Mental Health Intervention Training (MHIT) at LAPD to train 1,200 officers per year.

² AM watch works from 2030 hours to 0630 hours.

RESPONSE TO RECOMMENDATION 3.8:

The MHIT course is delivered every other week, with a maximum of 30 students per class.³ The California Commission on Peace Officer Standards and Training (POST) has certified the course to be delivered no more than 24 times per fiscal year, allowing for a total of 720 students per fiscal year. In order to reach the 1,200 students recommended by the CGJ, the course would need to be delivered a minimum of 40 times per year.

A delivery schedule of 40 classes per year would be problematic for two reasons. The first reason is the MEU Training Detail is also responsible for delivering the additional classes to LAPD personnel listed in Table 3, below.

Table 3 – Additional MEU Training Detail Responsibilities

	Frequency of Course	POST Status
8-Hour Crisis Intervention – Mental Health Intervention Training Update Course	Once monthly in 2017	POST certified
4-Hour Field Training Officer Update Course	Twice monthly	POST mandated
8-Hour Police Service Representative Mental Health Course	As needed	POST mandated
8-Hour Adult Custody Officer Mental Health Course	Twice yearly	POST mandated

The second reason is that the MHIT course is co-taught with DMH clinicians and utilizes volunteers from the Autism Society of Los Angeles and the National Alliance on Mental Illness. These groups are vital to the effectiveness of the course and are a required element in the POST certification of this course. Each group has committed to the current schedule, but due to numerous other trainings being delivered and developed throughout the area, they do not have the capacity to add additional presentations.

Due to the findings noted above, LAPD recommends that the current MHIT course schedule be maintained.

Should you have any questions or require further information, please contact Mr. Arif Alikhan, Office of Constitutional Policing and Policy, at (213) 486 8730.

Very truly yours,



CHARLIE BECK
Chief of Police

³ POST has limited the class size to 30 students.



OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF



July 27, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Members of the Civil Grand Jury:

RESPONSE TO THE FINAL REPORT OF THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY

Attached is the Los Angeles County (County) Sheriff's Department (Department) response to the 2015-16 Civil Grand Jury Report recommendations. The Civil Grand Jury's areas of interest specific to the Department included: accessibility of defibrillators, jail staffing levels, lack of jail cameras, policing and treatment of the mentally ill, alternatives to squalor, and the effectiveness of the ICE screening program.

Should you have questions regarding our response please contact Acting Division Director Conrad Meredith, Administrative Services Division, at (213) 229-3308.

Sincerely,

JIM McDONNELL
SHERIFF

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

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RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – SHERIFF

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
A CLOSER LOOK AT POLICING AND THE METALLIC ILL

RECOMMENDATION NO. 3.2

Los Angeles County, Los Angeles Sheriff's Department (LASD) and Department of Health Services should initiate a study to be completed within six months to determine staffing needs at JMHS to provide actual mental health care to inmates, as opposed to mere stabilization of inmates and make appropriate recommendations.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's finding and concurs with their recommendations. A staffing analysis was undertaken on December 15, 2015, and January 16, 2016, to determine staffing needs to provide adequate treatment. This resulted in an identified need of 111 additional positions. The analysis also led to the development of a new care model that focuses on treatment, continuity of care, and release planning. The staffing model was presented to the CEO and Board of Supervisors Justice Deputies in the Spring of 2016. The staffing needs identified are planned to be introduced over a 14 month period with three phases of positions being allocated.

RECOMMENDATION NO. 3.5

LASD should fast-track the implementation of Baseline and Intermediate Training programs to educate all LASD deputies in mental health training within three years.

RESPONSE

The Department agrees with the Civil Grand Jury's findings and concurs with the recommendation. The Department will meet the recommendation for Baseline Training as a new mandate. However, the Department is unable to fully meet the recommendation for Intermediate Training due to limited funding.

California Peace Officers Standards and Training (POST) has recently increased the minimum requirements for baseline mental health training for recruits in the academy. All academy classes that begin after August 1, 2016, will include more than double the current mental health training provided to all recruits, to include scenario-based training exercises and role playing.

Intermediate training in mental health consists of a well-established 8-hour "in-service" training program for first responders. The courses are currently offered at least twice per month, as administered through the Regional Community Policing Institute. At current funding levels, the Department goal for every patrol deputy to attend the class will take more than three years to achieve due to the high volume of personnel, attrition, and turnover of staff on patrol.

The Department is currently in the final development stages of a new 8-hour, POST approved, intermediate level crisis intervention behavioral health training course with emphasis on all field training officers (FTO's). This is considered a vital step to provide a "train the trainer" course since field training officers help shape the future trainees on patrol. Attendance is mandated, as set forth in California § SB29. Training for FTO's will commence in September 2016, and should be completed within six months of that date.

RECOMMENDATION NO. 3.6

LASD should train all patrol deputies in the full 40-hour Crisis Intervention Team (CIT) training within the next three years.

RESPONSE

The Department partially agrees with the Civil Grand Jury's findings and concurs with the recommendation. However, the Department is unable to meet this recommendation due to limited funding, given the sheer magnitude of logistics and backfill coverage necessary to provide a full week of training to thousands of personnel.

While adequate funding was sought to meet the recommended level of training for all LASD first responders, the Office of Diversion ultimately approved only a fraction of the funds necessary to conduct the recommended in-depth training for a Department of this size. Using the awarded \$1.4M for Critical Incident Training (CIT), the Department is currently developing a new 32 hour CIT program, which will be provided to field operations personnel, including field supervisors, from the four patrol divisions, Transit Policing Division and Countywide Services Division. The new CIT curriculum will include table top scenarios, role playing and simulator exercises. Participants must provably demonstrate their proficiency in de-escalation techniques in order to pass the course.

Training should commence between November 2016 and January 2017. At the current level of funding, it will take well beyond the recommended three years for all Department first responders to attend CIT.

The Office of Diversion made no funding commitment beyond the current fiscal year.

RECOMMENDATION NO. 3.7

Los Angeles County and LASD should fund an increase in Mental Evaluation Teams (MET) to provide five teams annually for the next three years.

RESPONSE

The Department agrees with the Civil Grand Jury's findings and concurs with the recommendation. The Office of Diversion approved funding for four MET teams. Three existing "loaned-in" teams became funded and 1 new team was added during the current fiscal year, for a current total of 9 MET teams. LASD committed to provide one additional team (total of ten teams) within the Department's budget.

The Office of Diversion made no funding commitment beyond the current fiscal year.

RECOMMENDATION NO. 3.9

The Los Angeles County Sheriff should invite all city police departments in the county to attend bi-annual meetings relating to new and innovative ways and techniques to deal with the mentally ill encountered by patrol officers.

RESPONSE

The Department partially agrees with the Civil Grand Jury's findings and concurs with the recommendation to have all city police departments in the county attend bi-annual meetings relating to new and innovative ways and techniques to deal with the mentally ill encountered by patrol officers. However, the bi-annual networking mechanisms already exist.

College Hospital hosts an annual conference attended by countywide law enforcement agencies and the Department of Mental Health. Pacific Clinics hosts its annual "MILES" conference every Fall. The last conference, held on October 22, 2015, was focused on "Mental Health 101 for First Responders."

Both conferences are well-attended by hundreds of first responders countywide. These annual conferences serve as learning and networking opportunities for the Department of Mental Health, the Sheriff's Department, and all municipal police agencies in Southern California. Attendees come together and discuss new and innovative ways and techniques to deal with the mentally ill encountered by patrol officers at virtually every meeting.

Additional conferences are periodically scheduled via existing trade associations, such as the San Gabriel Valley Police Chief's Association and the Peace Officers Association of Los Angeles County (POALAC), which feature keynote presentations by the Sheriff on important topics such as mental health.

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – SHERIFF

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
ALTERNATIVES TO SQUALOR: THE NEED TO HOUSE THE
HOMELESS

RECOMMENDATION NO. 4.2

Los Angeles County, Los Angeles County Sheriff's Department, Department of Health Services, Los Angeles County Fire Department, City of Los Angeles, Los Angeles City Fire Department, and City of Los Angeles Police Department should develop and implement new procedures to assist homeless people needing immediate lifesaving care by January 1, 2017.

RESPONSE

The Department partially agrees with the Civil Grand Jury's findings and concurs with the recommendation.

It is important to note the Skid Row area lies within the City of Los Angeles, and is therefore primarily handled by the City of Los Angeles Police and Fire Departments. Both the Los Angeles Police and Fire Departments have procedures for assisting homeless people needing immediate lifesaving care. As a result of this Civil Grand Jury's recommendation, the Sheriff's Department is collaborating with both agencies, as well as Los Angeles County Fire and Department of Health Services, to ensure consistency in procedures when assisting a homeless person needing immediate lifesaving care, regardless of whether the emergency occurs within the City or County of Los Angeles. This collaboration will be reflected in consistent policies to be implemented by January 1, 2017.

RECOMMENDATION NO. 4.6

The City of Los Angeles Police Department and Los Angeles County Sheriff's Department should confer and meet specifically with Santa Monica Police Department to discuss the procedures used by the Santa Monica Police Department in dealing with the homeless in the Skid Row area in accord with the Santa Monica Police Department model.

RESPONSE

The Department partially agrees with the Civil Grand Jury's findings and concurs with the recommendation. It is important to note the Skid Row area lies within the City of

Los Angeles, and is therefore primarily handled by the City of Los Angeles Police Department.

Notwithstanding, the Sheriff's Department has already conferred and met with Santa Monica Police Department to discuss their procedures for dealing with homeless individuals. This information has been important in the development of new Sheriff's Department policies, referred in the County Homeless Initiative as "Homeless Decriminalization." These policies are centered on providing assistance to homeless individuals through referrals and/or service providers for alternative housing, rather than law enforcement action such as arrest or citation.

The Sheriff's Department will also include "Homeless Training" into the Crisis Intervention Training (CIT) for first responders. Training curriculum for deputies will center on three key areas: recognizing homelessness, responding to the concern (taking action) and resources. Deputies will be trained on how to connect the homeless population with appropriate public and/or private organizations to help address each individual's underlying issues, from education and employment needs to mental and medical health care providers.

Currently, the Sheriff's Department is redeveloping the curriculum of training provided to all academy recruits. The amount of time allocated to training on mental health and homelessness issues will more than double for academy recruits beginning in early 2017.

A major focus during the first half of 2017 will be implementation of new training for all field training officers; each will receive 32 hours of mental health and homelessness training to include tabletop exercises involving the homeless, video vignettes, evaluated decision making during simulator exercises and practical applications during "live" role playing exercises.

The October 1, 2016, deadline listed in Recommendation 4.6 does not provide adequate time to thoroughly consult subject matter experts and receive public input in handling mentally ill and/or homeless individuals. The Sheriff's Department would recommend the implementation date be extended to January 1, 2017.

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – SHERIFF

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
ICE IN LA

RECOMMENDATION NO. 8.1

Los Angeles County and Los Angeles County Sheriff's Department should maintain and increase their relationships with state and federal agencies.

RESPONSE

The Los Angeles County Sheriff's Department agrees with this recommendation and the recommendation has been implemented.

Sheriff McDonnell specifically addresses this within his report back letter to the Los Angeles County Board of Supervisors dated September 22, 2015. Sheriff McDonnell stated "I should note that the fundamental starting point of mutual cooperation, to the extent appropriate and feasible, is not simply the framework for the Department's interaction with ICE, but also defines the relationships we seek to establish and maintain with other justice system partners at the local, state, and federal level as we work together to promote public safety".

These interactions, relationships, and partnerships with local, state, and federal agencies are imbedded within our daily operations, such as allowing other law enforcement agencies, not just ICE, the ability to enter the jails to interview inmates.

RECOMMENDATION NO. 8.2

Los Angeles County and Los Angeles County Sheriff's Department should improve their outreach programs in immigrant communities to define current procedures and outline rights afforded under this program.

RESPONSE

The Los Angeles County Sheriff's Department agrees with this recommendation and the recommendation has been implemented.

Prior to the development of current immigration policies, the Sheriff's Department reached out and had meetings with key advocates within the community and also individual community members to seek their input. Some of these community advocates include the American Civil Liberties Union (ACLU), ICE of LA, the National Immigration Law Center, the Coalition of Human Immigrant Rights of Los Angeles, and

the Youth Justice Coalition. These lines of communication remain open and we continue to have meaningful conversations and the sharing of information.

RECOMMENDATION NO. 8.3

Los Angeles County and Los Angeles County Sheriff's Department should request that monthly statistical reports provided by ICE include the number of inmates removed by ICE from county jail.

RESPONSE

The Los Angeles County Sheriff's Department agrees with this recommendation and the recommendation has been implemented.

This issue was also addressed within Sheriff McDonnell's report back letter to the Los Angeles County Board of Supervisors dated September 22, 2015. In that letter he stated "the department will request monthly statistical reports from ICE and ask that they are posted on a website to inform not only the Board, but the public of relevant transfer information".

Beginning in December 2015 and every month since, the statistics for the prior month have been provided by ICE and are posted on the public LASD website. Within these statistics are the amount of males and females screened, the amount which fell into a specific PEP priority (1, 2 or 3) and the total number of persons taken into ICE custody. This information can be found on the LASD website (LASD.org) by clicking on the heading of "Public Data Sharing" and scrolling down to the bottom right hand side of the page under the caption of "Custody Reports" or by using the below hyperlink:

http://www.la-sheriff.org/s2/page_render.aspx?pagename=info_main



OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF



March 1, 2017

*Duplicate No. 226
already received
assigned No. 226*

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, California 90012

Dear Members of the Civil Grand Jury:

RESPONSE TO THE FINAL REPORT OF THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY REQUEST FOR ADDITIONAL INFORMATION

Attached is the Los Angeles County (County) Sheriff's Department's (Department) response to the 2015-16 Civil Grand Jury Report request for additional information. The Civil Grand Jury's areas of interest regarded Sections R3.2, R3.5, R3.6, R3.7, and R3.9.

Should you have questions regarding our response, please contact Acting Division Director Conrad Meredith, Administrative Services Division, at (213) 229-3308.

Sincerely,

JIM McDONNELL
SHERIFF

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

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RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. TTCF anticipates requesting an additional 175 personnel for fiscal year 2016-2017.

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – SHERIFF

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
DETENTION CENTER COMMITTEE

RECOMMENDATION NO. 21.1

The Los Angeles County Sheriff's Department (LASD) should install defibrillators and train personnel to use them in all of the Sheriff's Station jails.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with each of the recommendations.

With regard to the issue of installing defibrillators at the Sheriff's Station jails, the Sheriff's Department recently purchased 20 defibrillators made by HeartSine Technologies LLC model Samaritan PAD SAM 350P. These defibrillators were delivered to the 20 Sheriff's Station jails on the following dates:

<u>Station Jail</u>	<u>Date Received</u>	<u>Quantity</u>
Avalon Station	5/26/2016	1
Crescenta Valley Station	5/31/2016	1
Santa Clarita Station	5/31/2016	1
Lancaster Station	5/31/2016	1
Palmdale Station	5/31/2016	1
Industry Station	6/2/2016	1
Walnut Station	6/2/2016	1
San Dimas Station	6/2/2016	1
Temple Station	6/7/2016	1
Pico Rivera Station	6/7/2016	1
East LA Station	6/7/2016	1
West Hollywood Station	6/9/2016	1
Lost Hills Station	6/9/2016	1
Lakewood Station	6/16/2016	1
Marina Del Rey Station	6/28/2016	1
Lomita Station	6/28/2016	1
South LA Station	6/28/2016	1

<u>Station Jail</u>	<u>Date Received</u>	<u>Quantity</u>
Carson Station	6/28/2016	1
Norwalk Station	6/30/2016	1
Cerritos Station	6/30/2016	1

Detailed written instruction on setup, maintenance, and operation of the defibrillators is included with the machines. Also, at no additional cost, on-line training videos on setup, maintenance, and operation can be found on the company's website. The links to these training videos were provided to each station. Each station is responsible for providing training to their personnel. The AED placement, operation, and employee training will be reviewed as part of their annual Command Inspection.

RECOMMENDATION NO. 21.6

Construct enclosure for new firing range at Biscailuz Sheriff's Regional Training Center

RESPONSE

The recommendation has not yet been implemented, but is currently being studied. One option is a fully contained modular shooting system. This option is being sent out as a "Request for Proposal" seeking input from range companies. Another option is a "baffled" outdoor shooting range. A consultant was on-site July 21, 2016, to provide a preliminary cost estimate.

RECOMMENDATION NO. 21.7

Install new track on sound footing at the Biscailuz Sheriff's Regional Training Center.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. The Sheriff's Department's Facilities Services Bureau and Los Angeles County's Internal Services Division are finalizing plans to install a new track. Construction is scheduled to begin in February 2017.

RECOMMENDATION NO. 21.8

Install basketball hoops in the gymnasium at the Biscailuz Sheriff's Regional Training Center

RESPONSE

The Sheriff's Department disagrees with the Civil Grand Jury's findings and recommendation. The referenced building is not a basketball gymnasium. It is a

multipurpose facility used to train recruits in defensive tactics and is also used for hosting graduation ceremonies.

RECOMMENDATION NO. 21.15

Create private area for officers.

RESPONSE

Disagree. The Central Area Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.16

Improve airflow at entrance.

RESPONSE

Disagree. The Central Area Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.17

Install sally port in holding cells to safely extract detainees from cells.

RESPONSE

Disagree. The Central Area Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.19

Los Angeles County Sheriff's Department (LASD), Century Regional Detention Facility (CRDF) has no way to preserve the breastmilk that the detained women want used to feed their children. It is recommended a freezer be provided so detained women can preserve their breastmilk to feed their children.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. A freezer to preserve female inmate's breastmilk has been purchased and is currently placed in the CRDF Main Clinic. After the female inmate has pumped her breastmilk, Medical Services Bureau personnel tag it with the inmate's name and booking number, write the date on it, and store it up to one week. During this time, the inmate's family members may come to the facility and obtain the breastmilk.

RECOMMENDATION NO. 21.20

Request the construction of a wall or opaque partition that will extend the hallway to the security checkpoint at the south entrance to the building. This wall or partition should stop at the door of the first office on the east side of the corridor.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Superior Court Administrator Eddie De La Cruz was notified of the Grand Jury's recommendation on July 11, 2016, by Lieutenant Cruz Solis. The court believes their planned redesign of the first floor will address this recommendation. The redesign is expected to be completed by December 2016.

RECOMMENDATION NO. 21.21

Replace and clean HVAC filters on a regular basis at Compton Court House.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Superior Court Administrator Richard Murase and ABM Lead Engineer Carlos Rojas were notified of the Grand Jury's recommendation on July 12, 2016, by Lieutenant Juan-Carlos Ybarra. Mr. Rojas advised that per the Judicial Counsel of California guidelines, HVAC filters are cleaned and/or replaced every six months.

RECOMMENDATION NO. 21.22

Clean and paint walls in downstairs lockup at Compton courthouse/jail.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Superior Court Administrator Richard Murase and ABM Lead Engineer Carlos Rojas were notified of the Grand Jury's recommendation on July 12, 2016, by Lieutenant Juan-Carlos Ybarra. Mr. Rojas advised the lockup is cleaned by a professional cleaning staff every day after court closes. A request to paint various areas of lockup has been submitted to the Judicial Counsel of California and is pending their review.

RECOMMENDATION NO. 21.23

Provide full-time nurse at Compton courthouse/jail.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Current budget limitations do not allow for the hiring of a full-time nurse. Paramedics are summoned for inmates when acute medical issues occur with staff accompanying inmates to local hospitals when needed. Protocols are in place for sick or injured inmates to remain at their jail housing facility when they are too ill to appear in court.

RECOMMENDATION NO. 21.24

Repair drainage area and eliminate standing water at Compton Sheriff's Station

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendation. The drain has been repaired and the standing water has been eliminated, under emergency work order #4811698.

RECOMMENDATION NO. 21.25

Repair banister at Compton Sheriff's Station.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendation. The banister has been replaced.

RECOMMENDATION NO. 21.26

Re-open this facility.

RESPONSE

Disagree. The Devonshire Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.27

Paint all walls in public areas.

RESPONSE

Disagree. The East L.A. Jail is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.47

It was requested the Lancaster Sheriff's Station jail be equipped with at least one (1) defibrillator; as well as training for the jail staff on its operation and use in emergencies; the existing video surveillance cameras be updated, and additional cameras installed so as to capture and record required safety checks and potential emergencies; a broken window in the booking area be repaired or replaced; and that worn and damaged posters pertaining to inmate visits and jail information in the Lancaster Station lobby be replaced.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and noted recommendations. Some of the recommendations have already been addressed as follows:

On May 31, 2016, a defibrillator was acquired from Twin Towers Correctional Facility and installed by Facility Services Bureau. The Lancaster Station Administrative Jailer, Deputy Yeni Deciga, #542412, provided training to all jail staff on the operation and use of the defibrillator system and documented the training on an APIS roster.

The broken window in the booking area was replaced by Facilities Services Bureau on September 8, 2015. A work order for the damage was on file at the time of the inspection.

The applicable posters and placards were replaced in the station's jail and lobby.

With respect to the requested upgrades to Lancaster Station's jail cameras system, Lieutenant Joseph Fender, #470555, spoke with Facilities Services Manager I Dennis Allen, who provided him with an email detailing the process for requesting an upgraded camera system. Per his email, a memorandum requesting approval to complete the project has been routed to North Patrol Division Headquarters.

RECOMMENDATION NO. 21.48

Men's Central Jail (MCJ) should repair malfunctioning elevator.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. A work order for the elevator was requested. The elevator was repaired and is now fully functional.

RECOMMENDATION NO. 21.49

Los Angeles County Sheriff's Department (LASD), Men's Central Jail (MCJ) should provide additional deputies when necessary to escort detainees from Inmate Reception Center (IRC) to the holding cells.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. MCJ Movement teams have been instructed to request additional personnel for security during escorts of larger transfer lines from IRC to MCJ holding cells.

RECOMMENDATION NO. 21.50

Assign more staff to Metropolitan Courthouse/Jail

RESPONSE

The Sheriff's Department disagrees with the Civil Grand Jury's findings. Budget limitations associated with Trial Court Funding requires the constant examination and re-examination of limited staffing resources in comparison with shifting workloads. Adjustments are made when warranted. The current resource deployment for Inglewood Juvenile Courthouse has been deemed sufficient for their current workload in comparison with the thirty-seven other courthouses in the Division.

RECOMMENDATION NO. 21.51

Open the Devonshire facility which is nearby.

RESPONSE

Disagree. The Mission Hills Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.55

Expedite the delivery and installation of cameras in this facility.

RESPONSE

Disagree. The Newton Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.56

North County Correctional Facility (NCCF) should install cameras in the cell blocks.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Installation of a Closed Circuit Television system has begun. To date, approximately 40% of the facility have cameras installed. It is expected to be completely finished by February 2017.

RECOMMENDATION NO 21.57

North County Correctional Facility (NCCF) should provide more canines for drug searches.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. Due to an increase in incidents involving jail made alcohol, canine involved searches have steadily increased from January 2016 through June 2016. Briefings have been conducted with facility supervisors as well as line personnel to encourage more K-9 involved searches in order to easier detect narcotics and jail made alcohol.

RECOMMENDATION NO 21.58

North County Correctional Facility (NCCF) should develop vocational education articulation programs with Los Angeles Trade-Technical College and Mission College.

RESPONSE

The Sheriff's Department would agree with the Civil Grand Jury's recommendations, however, College of the Canyons maintains jurisdiction as the community college for NCCF. Vocational education, on a community college level, is provided by College of the Canyons at NCCF. Los Angeles Trade-Technical College will no longer provide services after the end of the current semester and NCCF will no longer have a relationship for service with them. The Education Based Incarceration (EBI) unit at NCCF will continue to expand college level classes as an ongoing basis.

RECOMMENDATION NO. 21.59

There are no cameras in cells or elevators at Norwalk Sheriff's Station.

RESPONSE

The Sheriff's Department disagrees with the Civil Grand Jury's findings. Norwalk Station does not currently have elevators installed in the facility. Cameras are currently installed in all holding cells and hallways, as mandated. Cells which are not equipped with cameras at Norwalk Station are those where the installation of cameras would violate a detainee's right to privacy, such as those with sleeping quarters or lavatories.

RECOMMENDATION NO. 21.60

The county connection to the state fingerprinting system is inoperative on most weekends. Analyze and repair, or install a new fingerprinting system at Norwalk Sheriff's Station.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings that the county connection to the state fingerprinting system is inoperative on most weekends. The fingerprint system, which is run by the California State Department of Justice, is often unavailable for a few hours on Sundays, as part of the State's weekly maintenance program. There have been no major issues with the current fingerprinting system due to the weekend maintenance.

RECOMMENDATION NO. 21.61

Repair plumbing in each cell.

RESPONSE

Disagree. The Olympic Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.62

Review procedure for taking detainees to intake facility.

RESPONSE

Disagree. The Olympic Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.63

There are no fire sprinklers in the ceiling of the holding area at Palmdale Station.

REPSONSE

The Sheriff's Department disagrees with the Civil Grand Jury's findings. The jail has always been equipped with sprinklers in the holding cells. The sprinklers are recessed in the ceiling to prevent manual manipulation. The sprinklers pop out when in use.

RECOMMENDATION NO. 21.64

Re-open the Devonshire facility to house new detainees.

RESPONSE

Disagree. The Topanga Station is not under the jurisdiction of Los Angeles County Sheriff's Department. It is under the jurisdiction of Los Angeles Police Department.

RECOMMENDATION NO. 21.65

Torrance courthouse/jail should be upgraded by adding additional space to house detainees.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. On July 11, 2016, Court Administrator Julie Torres-Zuanich was advised of the Civil Grand Jury's recommendations.

RECOMMENDATION NO. 21.66

Twin Towers Correctional Facility (TTCF) has debris seen throughout the corridors. TTCF should schedule increased frequency of trustee clean-ups.

RESPONSE

The Sheriff's Department agrees with the Civil Grand Jury's findings and concurs with their recommendations. A facility wide email was distributed to TTCF personnel instructing them to ensure inmate workers are continuously cleaning any debris or spills in work areas. In addition, Sergeants will conduct briefings with facility personnel reminding them to continue cleaning debris and spills in work areas.

RECOMMENDATION NO. 21.67

Twin Towers Correctional Facility (TTCF) needs additional personnel.

R.4

Alternatives to
Squalor:
The Need to
House the
Homeless



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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August 23, 2016

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To: Supervisor Hilda L. Solis, Chair
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: Sachi A. Hamai
Chief Executive Officer

2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; - Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DH
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTC
- ETO₂Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/CC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at cthomas@ceo.lacounty.gov.

SAH:JJ:FAD:CT:yjf

Attachments

"To Enrich Lives Through Effective And Caring Service"

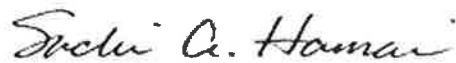
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The Honorable Board of Supervisors

8/23/2016

Page 3

Respectfully submitted,



SACHI A. HAMAI

Chief Executive Officer

SAH:JJ:FAD

CT:yjf

Enclosures

c: Executive Officer, Board of Supervisors
County Counsel
Sheriff
Auditor-Controller
Department of Children and Family Services
Fire Department
Health Services Agency
Probation Department
Public Health
Regional Planning
Registrar-Recorder/County Clerk
Treasurer and Tax Collector

COUNTY OF LOS ANGELES
CHIEF EXECUTIVE OFFICE (OFFICE OF HOMELESSNESS)

2015-2016 GRAND JURY RECOMMENDATIONS FOR
ALTERNATIVES TO SQUALOR: THE NEED TO HOUSE THE HOMELESS

RECOMMENDATION NO. 4.1

Los Angeles County, the Los Angeles County Regional Planning Department, City of Los Angeles, and the City of Los Angeles Planning Department should plan and provide funds for permanent supportive housing developments based on the model of Star Apartments. These buildings must be placed in different locations of the county and in the City of Los Angeles, and SB 2 can be utilized in this regard.

RESPONSE

Agree. The recommendation has been implemented. On February 9, 2016, the Board of Supervisors approved 47 Homeless Initiative (HI) Strategies to combat homelessness. A subset of these strategies, as well as, several motions approved by the Board, support the development of permanent supportive housing for the chronically homeless. Efforts underway include the establishment of an Affordable Housing Budget, pilot project to encourage the use of pre-fabricated and/or shipping containers for development of permanent supportive housing (based on lessons learned from Star Apartments), and the promotion of regional SB 2 compliance and implementation to ensure zoning encourages and facilitates emergency shelters and limits the denial of emergency shelters and transitional and supportive housing under the Housing Accountability Act.

RECOMMENDATION NO. 4.2

Los Angeles County, Los Angeles County Sheriff's Department, Department of Health Services, Los Angeles County Fire Department, the City of Los Angeles, Los Angeles City Fire Department, and City of Los Angeles Police Department should develop and implement new procedures to assist homeless people needing immediate lifesaving care by January 1, 2017.

RESPONSE

Agree. The recommendation has been implemented. The County of Los Angeles currently funds and administers coordinated efforts, with involvement from community based organizations, such as the Coordinated Entry System (CES) and the Homeless Families Solutions System.

In addition, a sub-set of the HI Strategies approved by the Board on February 9, 2016, are aimed at creating programs that will enhance the County's coordinating efforts engaging, serving, and housing homeless individuals and families. Those strategies include, but are not limited to, the creation of the Countywide Outreach System, the Sheriff's First Responders Training and Decriminalization Policy, Strengthening the CES, and Enhancement of the Emergency Shelter System.

RECOMMENDATION NO. 4.3

Los Angeles County and the City of Los Angeles should, by October 1, 2016, increase the number of easily accessible areas where people can store their possessions during the daylight hours.

RESPONSE

Agree. The recommendation has been implemented for County-owned property. Currently, the County Department of Public Works (DPW) collaborates with the Sheriff Department, and outreach teams from various agencies to address the services and housing needs of homeless persons and families living in homeless encampments on County-owned property, mostly along river beds and washes throughout the County. As part of these efforts, DPW stores personal items at DPW properties that individuals/families cannot take with them when they leave an encampment on the day the property is cleaned. The items are tagged and stored for up to 90 days.

At this time, there is no funding in the County's HI to expand this practice beyond its current scope prior to, or by, October 1, 2016.

RECOMMENDATION NO. 4.4

Los Angeles County and the City of Los Angeles should avert a health crisis and restore dignity to the people living in the Skid Row area by immediately providing additional necessities such as drinking fountains, toilets, urinals, hand washing stations, trash containers, and soap.

RESPONSE

Agree in concept. The recommendation cannot be directly implemented by the County of Los Angeles because Skid Row is under the jurisdiction/boundaries of the City of Los Angeles; therefore, the County cannot develop capital projects such as installing drinking fountains, toilets, urinals, etc. However, if asked by the City of Los Angeles to support such efforts, the County could examine the possibility of assisting, since the County funds several service agencies in the Skid Row area that provide the "necessities" listed in the recommendation.

Additionally, the County disagrees with Civil Grand Jury finding 1, "At present the thrust of county and city work in Skid Row maintains the status quo and attempts to house the homeless in temporary or emergency shelters." The County and City of Los Angeles recently initiated an innovative program in Skid Row called City-County-Community (C3), which consists of a dedicated team of health and service providers who assist homeless individuals in the Skid Row area receive health, mental, and housing services. This innovative, effective approach, along with various strategies approved by the Board on February 9, 2016, is focused on assisting the homeless living on Skid Row to receive daily necessities and secure permanent housing.

RECOMMENDATION NO. 4.5

Los Angeles Unified School District and Los Angeles County should direct Department of Health Services, Department of Children and Family Services, and Department of Public Social Services to provide enhanced emotional, psychological, and educational services to families with minor children experiencing homelessness throughout the county, no later than October 1, 2016.

RESPONSE

Agree. This recommendation has been implemented. On February 9, 2016, the Board of Supervisors approved 47 HI Strategies to combat homelessness, which includes Strategy E3, "Creating Partnerships for Effective Access and Utilization of ACA Services by Persons Experiencing Homelessness." This Strategy directs the Department of Health Services to collaborate with the Departments of Children and Family Services and Public Social Services, and various other stakeholders to ensure that persons with complex health needs are linked to supportive field-based case management to increase the likelihood that they will proactively access needed health and mental health services. Additionally as part of this effort, a health literacy education program for homeless clients will be created.

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August 4, 2016

The Honorable Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Alternatives to Squalor: The Need to House the Homeless

Dear Honorable Presiding Judge:

The following describes the Los Angeles Fire Department's (LAFD) efforts to assist homeless persons needing medical care by January 1, 2017:

SOBER Unit – This is a new LAFD resource that will be an LAFD ambulance staffed by an Emergency Medical Services (EMS) Nurse Practitioner (NP) and a Los Angeles County Community Outreach Worker from the Los Angeles Homeless Services Authority (LAHSA). This innovative program will be a partnership between the City of Los Angeles and the County of Los Angeles to develop an optimal resource to address the growing problem of chronic and serial alcoholics (inebriates) among the expanding homeless population in our City. The purpose of the SOBER Unit is to transport publicly intoxicated patients, with no other significant medical issues, to a new Sobering Center located within the Skid Row area of Los Angeles. The ability to transport this type of patient to a Sober Center will assist in reducing the number of patients being transported to hospital emergency rooms.

The LAFD responds to many patients each day who are chronic alcoholics. Many of these chronic alcoholics call 911 very frequently due to acute alcohol intoxication or medical or traumatic complications as a result of their chronic alcoholism. These "serial inebriates" comprise a significant percentage of the LAFD's EMS super users. Paramedics transport these patients repeatedly, sometimes more than once per shift, to local Emergency Departments, where these patients receive unscheduled, episodic care. Additionally, they do not receive the definitive care they need, which is detox and housing. In fact, they often receive unnecessary medical testing, only to be released back on the streets until their next 911 call. This "revolving door" only serves to tie up scarce LAFD ambulances, exacerbate overburdened Emergency Departments, increase ambulance "wall time" and fail to provide these patients with the care they really need.

The Department of Health Services (DHS) is opening a free-standing Sobering Center in the downtown skid row area. This Sobering Center will be staffed by a mid-level provider (nurse practitioner) and will be charged with providing a safe environment for serial inebriates to get sober, and then transition them into a detox program and also work to get homeless individuals housed. Sobering Centers have shown to be very effective in other cities across the country and have proven to be a viable alternative to inefficient and costly ambulance transport to an emergency department.

The LAFD SOBER unit is an LAFD van which will be staffed by an LAFD EMS NP and a LAHSA Outreach Worker. The LAHSA Outreach Worker is expert at interacting with the homeless population and assisting these vulnerable adults to help get them off the streets and direct them to the various social services that are available. The LAHSA Outreach Worker's salary will be paid by LAHSA.

The SOBER unit will work closely with the Sobering Center staff and numerous external stakeholders. The problem of serial inebriates among the homeless population is a growing issue for the City of Los Angeles. It affects more and more people each year and affects the quality of life in our community. The SOBER project is an opportunity to get homeless individuals who are serial inebriates the help that they need instead of the futile cycle of repeated ambulance transports.

Nurse Practitioner Response Unit (NPRU) - The Nurse Practitioner Response Unit (NPRU) is an alternative and innovative response model that deploys a specially equipped ambulance utilizing a Nurse Practitioner (NP) and a FF/Paramedic to respond to non-urgent, low-level call requests. These low acuity complaints are extremely common amongst the homeless population, who often have chronic medical conditions that go untreated until they become life-threatening emergencies. The NPRU went into service in January, 2016 and has been extremely successful. This unit has been able to treat and release 55% of the patients they encounter. This allows the patients to have their low acuity medical issues treated on scene and avoid costly, unnecessary ambulance transport to an emergency department.

The NPRU also works with high frequency 911 callers, many of whom are homeless. The NPRU performs an assessment of these patients and determines what resources or referrals would be optimal to get these individuals the help that they need, rather than having these individuals repeatedly call 911 for assistance.

Another focus of the NPRU is patients with mental health emergencies. The data shows that a sizeable percentage of the homeless population suffers from mental health problems. The NPRU team performs medical clearance in the field and then can transport patients with acute behavioral emergencies directly to a psychiatric urgent care facility such as Exodus Recovery. This allows these patients to receive timely mental health treatment, rather than being transported to the closest emergency department, which often does not have mental health treatment services.

In order to get NPRU patients the help they need, the LAFD has teamed up with *Partners in Care* - an award-winning non-profit organization that specializes in linkage to care. *Partners* has a health coach visit the client within 24 hours, performs a psychosocial assessment, has a pharmacist reconcile their medications, and a dedicated social worker helps craft a coordinated care plan in concert with the patient's primary care provider. LAFD holds regular follow-up sessions with Partners in Care in order to review these care plans and assess the completeness of their linkage-to-care efforts. NPRU clients are also surveyed at 24 hours, 7 days and 1 month by Patient Liaisons in order to assess their experience of care with LAFD and Partners in care.

Fast Response Vehicle (FRV) - In 2015, the Los Angeles Fire Department implemented the Fast Response Vehicle (FRV) pilot program. The FRV is multi-purpose fire suppression and EMS vehicle, staffed by two Firefighter/Paramedics, and is equipped with Advanced Life Support (ALS) resources plus hose and water supply. The FRV functions as a non-transporting Mobile Intensive Care Unit and Fire Suppression Resource intended to reduce the need for multiple call and deployment of fire trucks solely for medical treatment. After the successful deployment of the FRV in the Operations Central Bureau (OCB) on September 21, 2015, a second FRV was deployed in the Operations Valley Bureau (OVV) on October 17, 2015. The FRV deployed in OCB is operational in the downtown skid row area. The average incident response is about one call per hour. Each response of the FRV results in the cancelation of 1.5 other emergency resources, which thus makes these other resources available for the next call. The FRV stationed in the downtown Los Angeles area spends the majority of its time providing service to the Skid Row area (Fire Station 9's district), where a majority of the patients it serves is homeless. The FRV has also decreased response times and has been first on scene on a number of cardiac arrest patients, resulting in at least three lives saved. The FRV has proven to be an effective and efficient new field resource that has greatly augmented our response capability in the Skid Row area.

We have also partnered with the Department of Building and Safety and identified all vacant occupancies that presented a significant risk to the homeless population. Upon completion of the survey, the addresses were provided to the Department of Building and Safety to board up and secure the properties.

These are some examples of the innovative programs and new resources the LAFD has either implemented or will have in place by the end of the year, which will assist the vulnerable homeless population with their medical issues, mental health issues, and substance abuse issues.

If you have any questions or need additional information, please contact me at (213) 473-9989, or the EMS Commander, Dr. Marc Eckstein, at (213) 978-3741.

Sincerely,



RALPH. M. TERRAZAS
Fire Chief

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<http://planning.lacity.org>

146
Lucy

DATE: September 30, 2016

TO: Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Fl – Room 11-506
Los Angeles, CA 90012

FROM: Ken Bernstein, Principal City Planner KB
Department of City Planning

SUBJECT: Request for Response – Alternatives to Squalor: The Need to House the Homeless

The Department of City Planning was requested to provide a response to recommendation 4.1 in the Los Angeles County Civil Grand Jury Report *Alternatives to Squalor: The Need to House the Homeless*. Recommendation 4.1 states:

4.1. Los Angeles County, the Los Angeles County Regional Planning Department, City of Los Angeles, and the City of Los Angeles Planning Department should plan and provide funds for permanent supportive housing developments based on the model of Star Apartments. These buildings must be placed in different locations of the county and in the City of Los Angeles, and SB 2 can be utilized in this regard.

Planning for Permanent Supportive Housing

The Department of City Planning plans for and supports the development of permanent supportive housing in compliance with SB 2 (2007). Permanent supportive housing in the City of Los Angeles is permitted in the same locations as any other housing type, based on the number of dwelling units. The City Zoning Code meets the requirements of SB 2, wherein transitional and supportive housing meeting the definition of a regular rental housing development should be treated no differently than any other rental housing in the same zone. Based on the Health and Safety Code definition of regular rental development (five or more units in a development and not one of the units can be owner-occupied), transitional and supportive housing can be placed in single-family zones, utilizing a group of single-family homes.

hopes of reducing the overall processing time each project needs from initial land contract to construction start.

Funding Permanent Supportive Housing

The Los Angeles Housing + Community Investment Department (HCIDLA) funds permanent supportive housing projects in partnership with housing developers and owners, the Housing Authority of the City of Los Angeles (HACLA), homeless services providers, the County Department of Mental Health, and the Los Angeles Homeless Services Authority (LAHSA). Three types of HUD funding are married to provide permanent supportive housing and services to homeless persons. HCIDLA uses federal Home Investment Partnership (HOME) funds leveraged with other sources of funds to construct supportive housing, HACLA provides project-based vouchers to subsidize rents and provide operating capital, and the homeless service agencies help residents address the causes of homelessness and retain housing with funding from LAHSA and other entities.

Currently the City is heavily reliant on federal and state allocations to support new permanent supportive housing. These funds are administered by HCIDLA through the Affordable Housing Trust Fund. Over the years, the City of Los Angeles' own budgetary constraints have hampered its ability to make a permanent financial commitment to affordable housing development. Nevertheless, in 2013, the City Council and Mayor approved an \$18 million commitment to the Affordable Housing Trust Fund from the City General Fund to be used strictly for the financing of permanent supportive housing for the homeless.

Through November 2015, 43 projects have been completed or are in construction with 2,092 units set aside for homeless persons, about half of which are for chronically homeless². An additional 23 projects were in the predevelopment pipeline as of that date, with 908 units set aside for homeless veterans.

With the ongoing homeless crisis in Los Angeles, the City has identified the need for increasing the supply of housing that serves the chronically homeless through additional permanent supportive housing units. The City's Homeless Strategic Report identified a need to build a total of 1,000 supportive housing units per year, an increase of 700 units from its current production rate of 300 per year. Lack of adequate funding primarily limits the achievement of this goal. To that end, several local initiatives have been put forward that aim to significantly increase funding for supportive housing (in addition to the \$2 billion State of California "No Place Like Home" bond proposal)

Proposition HHH (Homelessness Reduction and Prevention, Housing and Facilities Bond), on the City's November 2016 ballot would generate approximately \$1.2 billion for affordable housing over ten years through a local general obligation bond, if passed. At least eighty percent of the total funds would be used to fund permanent supportive housing. The measure is designed to finance 8,000 to 10,000 units over 10 years for chronically homeless people, including veterans, seniors and foster youth. It requires approval from a supermajority, 67% of city voters, to pass. Passage of this measure would significantly help close the funding gap for supportive housing.

² http://clkrep.lacity.org/onlinedocs/2014/14-0655-S2_misc_12-2-2015.pdf

As such, Permanent Supportive Housing is allowed by right in the following residential and commercial zones: RW2, R2, RD 1.5, RD2, RD3, RD4, RD5, RD6, R3, RAS3, R4, RAS4, R5, CR, C1, C1.5, C2, C4, C5 and CM. “By right” means that no zoning entitlement process whatsoever is required for the construction of permanent supportive housing in each of these zones. Developers of such housing must only file building plans with the Department of Building & Safety. Plans are checked for compliance with the Building Code and, when in compliance, permits are issued to begin construction. Multi-family housing projects that create a net increase of 50 units on a site (i.e. 50 units more than previously existed on a site) are subject to Site Plan Review¹.

The 2013-2021 Housing Element estimates the City has realistic zoning capacity to accommodate approximately 300,000 additional multi-family housing units on about 21,000 undeveloped and underdeveloped sites. These sites can accommodate supportive housing projects without the need for any discretionary zoning action by the City. Appendix H of the City’s Housing Element contains a list of these sites and maps of the identified sites for each of the 35 Community Plan Areas. The sites are dispersed across the City, although many are concentrated in areas with higher density zoning closer to major transit, employment and amenity centers.

The City’s General Plan and other policy documents refer to the need to plan for and provide permanent supportive housing. For example, Policy 4.1.6 in the City’s 2013-2021 Housing Element calls for the City to “Provide housing facilities and supportive services for the homeless and special needs populations throughout the City, and reduce zoning and other regulatory barriers to their placement and operation in appropriate locations.” Several implementation actions in the Housing Element refer to funding supportive housing (Programs 5, 6, 9, 115, 120, 122) and one (Program 16) calls for identifying additional funding revenue that could be used to increase the production of affordable housing, including supportive housing. Program 132 calls for reducing barriers and facilitating by-right approval of a greater variety of permanent supportive housing facilities throughout the City (such as larger facilities or those requiring relief from certain development standards).

Despite their equivalent treatment under zoning laws, pursuant to SB 2, supportive housing developments are different from regular housing in many regards, and often require relief from zoning provisions that do not reflect its unique typology. In that regard, the Department of City Planning has recently launched a new *Permanent Supportive Housing Ordinance* initiative. The ordinance will propose ways to expedite processing periods and streamline zoning entitlements and ensure that public funds are efficiently utilized to accelerate the production of PSH throughout Los Angeles. Such strategies may ensure that planning and zoning processes do not become a barrier to the development of quality housing projects. Projects which meet all required regulations developed through this ordinance would likely receive an administrative clearance by Department of City Planning Staff. The ordinance will affect all eligible future PSH projects by streamlining and simplifying entitlement and environmental review processes, in

¹ Site Plan Review is an internal review by Department of City Planning staff to address urban design issues of such projects. There is no public hearing and the review does not affect the number of units (or other entitlements) of a project. Site Plan review determinations may be appealed to the applicable Area Planning Commission.

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

TANA

OFFICER

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Shir

ASSISTANT
CITY ADMINISTRATIVE OFFICERS

PATRICIA J. HUBER
BEN CEJA
YOLANDA CHAVEZ

September 30, 2016

Hon. Carolyn B. Kuhl
Presiding Judge, Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Alternatives to Squalor: The Need to House the Homeless

Dear Judge Kuhl:

The following response is pursuant to the report released by the County of Los Angeles Civil Grand Jury titled, "Alternatives to Squalor: The Need to House the Homeless."

FINDINGS

The City agrees with Findings 2-7, 9-17, and 19-24 and wholly disagrees with Findings 1, 18, and 8.

Finding 1 states that the thrust, or main purpose, of the work done by the City and County in Skid Row maintains the status quo and only attempts to house the homeless in shelters. The City operations in Skid Row have the expressed goal of connecting the homeless to services and finding long term housing options. In partnership with the County, the City launched the C3 initiative in Skid Row earlier this year to better coordinate efforts between City, County and community groups that serve the homeless in Skid Row. The Mayor and Council adopted the City's Comprehensive Homeless Strategy (CHS) on February 9, 2016. The CHS details the City's plan for a holistic approach to addressing homelessness including services, housing options, employment, land use issues and service facilities. The City has further demonstrated its commitment to increasing the supply of housing options for the homeless through the investment of \$102.1 million in the Fiscal Year (FY) 2016-17 budget allocated to provide housing options for the homeless and those at risk of homelessness. This is in addition to the construction of 300 new units of supportive housing that the City finances annually.

Finding 18 states that the “Los Angeles Homeless Services Agency (LAHSA) lacks effectiveness in dealing with the permanent problems related to homelessness in Los Angeles County.” The City wholly disagrees with this finding. LAHSA has made efficient use of limited resources to provide access to services and housing options for the homeless. In the FY 2016-17 Adopted Budget, the City greatly increased its investment in LAHSA, which will allow LAHSA to even more effectively address homelessness in the City. Furthermore, neither Finding 18 nor the body of the Civil Grand Jury report states any basis for this assertion.

Finding 8 states that inclusionary zoning will not help the homeless problem. The City does not have, nor are there any proposals to implement, inclusionary zoning within the City. As such the City disagrees with this finding as it has no relevance to the City’s efforts to address homelessness.

RECOMMENDATIONS

Recommendation 4.1, which recommends funding for permanent supporting housing development has been an ongoing City program. The City currently finances the construction of approximately 300 new units of supportive housing annually. Additionally, the City allocated \$67 million in the FY 2016-17 Adopted Budget for the construction of new supportive housing for the homeless and affordable housing. Furthermore, the City has proposed a \$1.2 billion General Obligation bond measure that, if approved by voters, would be used to finance supportive housing units beyond the 300 units currently financed annually and affordable housing units for those at risk of becoming homeless.

Recommendation 4.2 will be implemented through Section 3 of the City’s Comprehensive Homeless Strategy (CHS). The Los Angeles Police Department (LAPD) has updated policies for LAPD interactions with the homeless, including mental health intervention training, and has begun training officers on these new policies. These policies were developed in collaboration with other City agencies, LAHSA, the Los Angeles County Sheriff’s Department and the Los Angeles County Fire Department. Additionally, the City is developing online resource portals and training programs to maximize access to the new policies and procedures for officers. Training will be ongoing and online resources will be regularly updated based on information from LAHSA, County Department of Mental Health and other sources.

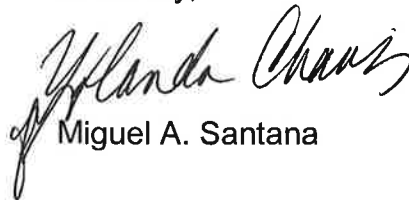
The City is currently working on Recommendation 4.3 to expand access to storage facilities for the homeless as detailed in Section 6 of the CHS. Multiple sites are being evaluated for this purpose and for the potential co-location of services beyond storage. Additional storage sites will become operational on a rolling basis with a target date of November 1, 2016, subject to community outreach and education efforts.

The City is also working on Recommendation 4.4, expanding access to sanitation facilities for the homeless including but not limited to drinking fountains, bathrooms and showers, as described in Section 6 of the CHS. The City projects that these facilities will begin to come online in Quarter 1 of calendar year 2017.

The October 1, 2016 deadline listed for Recommendation 4.6 does not provide adequate time to thoroughly consult subject matter experts and receive public input in handling mentally ill and/or homeless individuals. The Los Angeles Police Department recommends a phased implementation working in close conjunction with the stakeholders and partners to develop appropriate systems. With that said, the Los Angeles Police Department has conferred and met with both the Los Angeles Sheriff's Department and the Santa Monica Police Department. The Los Angeles Police Department works closely with providers of mental health care and is developing plans to intercept homeless persons at strategic catch points. This plan includes a phased implementation that has begun and continues to progress. The plan has elements that are common to both the Santa Monica Police Department and Los Angeles Sheriff's Department. Full implementation of the plan is ongoing and adjustments will be made as resources and better information become available.

Thank you for your interest in this issue. The City is committed to using all its available resources to address our homeless situation.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel A. Santana", is written over a printed name. The signature is fluid and cursive, with a large initial "M".

Miguel A. Santana

MIGUEL A. SANTANA
CITY ADMINISTRATIVE OFFICER

CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI
MAYOR

#192

ASSISTANT
CITY ADMINISTRATIVE OFFICERS

PATRICIA J. HUBER
BEN CEJA
YOLANDA CHAVEZ

Reuben,
Dorothy,
Ronnie

RECEIVED

September 30, 2016

OCT 03 2016

OFFICE OF
PRESIDING JUDGE

Hon. Carolyn B. Kuhl
Presiding Judge, Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

4.6 Target date
4.2 11/11 date
4.1 no date
4.4/11/16 Target date
will be implemented

Re: Alternatives to Squalor: The Need to House the Homeless

Dear Judge Kuhl:

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FINDINGS

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RECOMMENDATIONS

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new date
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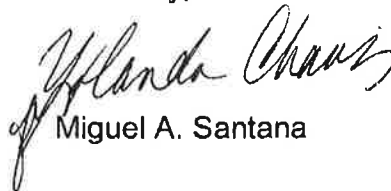
Hon. Carolyn B. Kuhl
September 30, 2016
Page 3

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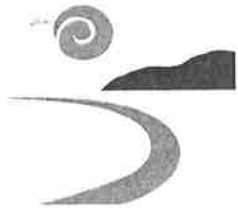
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Thank you for your interest in this issue. The City is committed to using all its available resources to address our homeless situation.

Sincerely,



Miguel A. Santana



Police Department
333 Olympic Drive
Santa Monica, California 90401

City of
Santa Monica®

231-2,23,17 F.S.

February 16, 2017

184

Presiding Judge
Los Angeles County Civil Grand Jury
County of Los Angeles
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge and Civil Grand Jurists:

The Santa Monica Police Department (SMPD) received and staff has reviewed the 2015-2016 Los Angeles County Civil Grand Jury Final Report.

We concur with the language contained in Section R4.6 relating to "Alternatives to Squalor, the Need to House the Homeless." In the months following the published report, members of the SMPD's Homeless Liaison Program (HLP) were contacted by several Los Angeles County law enforcement agencies, including the Los Angeles County Sheriff's Department, the Los Angeles Police Department, and the Pomona Police Department. These contacts resulted in subsequent meetings to discuss the procedures used by SMPD HLP in addressing matters concerning homeless persons; these discussions covered an array of topics, including municipal support, the "Housing First" model to addressing homelessness, social service agency referrals, public-private collaborations, co-located partnerships with mental health professionals and law enforcement, family reconnection services such as the City of Santa Monica's Project Homecoming, collaborations with the Veterans' Administration, and Homeless Court.

The men and women of the Santa Monica Police Department welcomed the opportunity to share information and exchange insights on our methodologies for compassionately and professionally addressing homelessness while balancing the associated public safety concerns. Should you have any questions or should you have a need for additional information, please contact the commanding officer of the Strategic Services Division, Captain Clinton Muir; he may be reached by calling (310)458-2280.

Sincerely,


JACQUELINE A. SEABROOKS
Chief of Police

tel: 310 458-8491

psychological, and educational services to families with minor children experiencing homelessness throughout the county, no later than October 1, 2016.

4.6 The City of Los Angeles Police Department and Los Angeles County Sheriff's Department should confer and meet specifically with Santa Monica Police Department to discuss the procedures used by the Santa Monica Police Department in dealing with the homeless, and implement, by October 1, 2016, a plan to deal with the homeless in the Skid Row area in accord with Santa Monica Police Department model.

4.7 Los Angeles Unified School District should be proactive in addressing the needs of homeless students to provide individual counseling and tutoring to start no later than September 30, 2016.

VI. REQUEST FOR RESPONSE

California Penal Code Sections 933(c) and 933.05 require a written response to all recommendations contained in this report. Such responses shall be made no later than ninety (90) days after the Civil Grand Jury publishes its report (files it with the Clerk of the Court). Responses shall be made in accord with Penal Code Sections 933.05 (a) and (b).

All responses to the recommendations of the 2015-2016 Civil Grand Jury must be submitted on or before September 30, 2016, to:

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Responses are required from:

City of Los Angeles:	4.1, 4.2, 4.3, 4.4
City of Los Angeles Planning Department:	4.1
City of Los Angeles Fire Department:	4.2
City of Los Angeles Police Department:	4.2, 4.6
City of Santa Monica Police Department:	4.6
Los Angeles County:	4.1, 4.2, 4.3, 4.4, 4.5
Los Angeles County Sheriff's Department:	4.2, 4.6
Los Angeles County Fire Department:	4.2
Department of Health Services:	4.2
Department of Regional Planning	4.1
Los Angeles Unified School District:	4.5, 4.7

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MICHELLE KING
Superintendent of Schools



LOS ANGELES UNIFIED SCHOOL DISTRICT

STUDENT HEALTH AND HUMAN SERVICES

333 South Beaudry Avenue, 29th Floor
Los Angeles, California 90017
Telephone: (213) 241-3840
Fax: (213) 241-3305

THELMA MELÉNDEZ DE SANTA ANA, PH.D.
Chief Executive Officer, Educational Services

ERIKA F. TORRES
Executive Director

September 30, 2016

The Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Floor 11, Room 506
Los Angeles, CA 90012

R4 # 152 - 2016

RE: Los Angeles Unified School District Response to the 2015-2016 Los Angeles County Civil Grand Jury Report Entitled: "*Alternatives to Squalor: The Need to House the Homeless*"

To the Honorable Judge Kuhl:

Below please find the responses of the Los Angeles Unified School District ("LAUSD" or "District") to the above referenced Civil Grand Jury report. The responses are provided in accordance with California Penal Code sections 933 and 933.05.

FINDINGS

Page 87, Finding #1

FINDING: At present the trust of county and city work in Skid Row maintains the status quo and attempts to house the homeless in temporary or emergency shelters.

RESPONSE: We agree with this finding.

Page 87, Finding #2

FINDING: In a January 2016 rain storm, a woman died on the sidewalk in Skid Row.

RESPONSE: We agree with this finding.

Page 87, Finding #3

FINDING: *Housing First* is a service and philosophy which helps the homeless to gain permanent housing.

RESPONSE: We agree with this finding.

Page 87, Finding #4

FINDING: Permanent supportive housing provides a complete range of support services necessary to move beyond poverty, illness and addiction. It provides integrated case management, mental health treatment, substance abuse recovery, and primary healthcare.

RESPONSE: We agree with this finding.

Page 87, Finding #5

FINDING: Some nonprofits and churches have served the homeless on Skid Row for over a hundred years.

RESPONSE: We agree with this finding.

Page 87, Finding #6

FINDING: Nonprofit agencies and groups on Skid Row attempting to provide permanent housing to the homeless have limited resources to help the problem and their efforts will be insufficient to correct or cure the homeless problem.

RESPONSE: We agree with this finding.

Page 87, Finding #7

FINDING: Linkage fees can provide a stream of funds to help the county to build public housing for the homeless.

RESPONSE: We agree with this finding.

Page 88, Finding #8

FINDING: Inclusionary zoning will not directly help the homeless problem.

RESPONSE: We agree with this finding.

Page 88, Finding #9

FINDING: The Skid Row area of downtown Los Angeles has insufficient public toilets, shower, and hand washing facilities, and trash bins/receptacles.

RESPONSE: We agree with this finding.

Page 88, Finding #10

FINDING: Skid Row Housing Trust is a successful model in the development, management, and operation of permanent supportive housing for formerly homeless individuals in the Los Angeles area.

RESPONSE: We agree with this finding.

Page 88, Finding #11

FINDING: The Union Rescue Mission, the largest private homeless shelter in the United States, supports homeless families in the Skid Row area. It provides emergency and long term housing services.

RESPONSE: We agree with this finding.

Page 88, Finding #12

FINDING: Housing for Health (HFH) is a newly created division of the Department of Health Services (DHS). HFH is focused on creating housing opportunities for homeless individuals. The cornerstone of the HFH approach is permanent supportive housing.

RESPONSE: We agree with this finding.

Page 88, Finding #13

FINDING: The Los Angeles Catholic Worker has operated a free soup kitchen, known as the Hippie Kitchen, for over 40 years on Skid Row. It also provides hospice care and a communal area on Skid Row for the homeless.

RESPONSE: We agree with this finding.

Page 88, Finding #14

FINDING: LAMP has successfully placed 600 individuals in permanent housing, both on-site and off-site.

RESPONSE: We agree with this finding.

Page 88, Finding #15

FINDING: The Hilton Foundation continues to support homeless agencies with large grants.

RESPONSE: We agree with this finding.

Page 88, Finding #16

FINDING: Gladys Park and San Julian Park are two parks in the Skid Row area where many homeless individuals pass the time. San Julian Park and Gladys Park are the only green spaces in Skid Row and are prime gathering spots for many in the community. Both parks are only open eight hours daily.

RESPONSE: We agree with this finding.

Page 88, Finding #17

FINDING: Most of the people camping on the streets of Skid Row are there because of a lack of affordable housing within the City of Los Angeles and present a humanitarian crisis which many officials have declared the worst in the United States.

RESPONSE: We disagree partially with the finding.

EXPLANATION: Although LAUSD strongly agrees with the sentiment in Finding 17 that states that Homelessness is a humanitarian crisis and is a result of a lack of affordable housing in Los Angeles, LAUSD

also believed there are a variety of reasons why students and families become homeless beyond lack of affordable housing.

Page 88, Finding #18

FINDING: The Joint Powers Agency Los Angeles Homeless Services Agency (LAHSA) lacks effectiveness in dealing with the permanent problems related to the homelessness in Los Angeles County.

RESPONSE: We disagree partially with finding.

EXPLANATION: We acknowledge that Homelessness is a crisis that needs more city and county resources to adequately support LAUSD's students and families. LAUSD data has identified over 11,000 homeless students (educational definition) in the 2015-16 school year. In an effort to proactively address the current issues facing our students and families, LAUSD's Pupil Services and Homeless Education Program partners with LAHSA's family Coordinated Entry System (CES). LAUSD Pupil Services and Attendance Counselors are co-located at least one day a week at Family Solution Center locations throughout the county. Counselors collaborate with CES staff to increase awareness, identify homeless students in the LAUSD, support students & families, provide educational & housing advocacy and provide more efficient service delivery. Therefore, the District has had positive experiences with LAHSA and do not necessarily agree that the organization lacks effectiveness.

Page 88, Finding #19

FINDING: The Skid Row Health Fair by the Los Angeles City Fire Department (LAFD) fosters outreach and trust.

RESPONSE: The District does not have independent knowledge to agree or disagree with this finding.

Page 88, Finding #20

FINDING: The Los Angeles Unified School District (LAUSD) and the Department of Children and Family Services (DCFS) are aware of the population of homeless children within the boundaries of Skid Row.

RESPONSE: We agree with this finding.

Page 89, Finding #21

FINDING: According to LAUSD, 51 homeless children attend the 9th Street Elementary School just south of Skid Row.

RESPONSE: We disagree partially with this finding. According to LAUSD database, as of today, there are currently 37 homeless children attending the 9th Street Elementary School just south of Skid Row.

Page 89, Finding #22

FINDING: Currently there are 6,000 homeless children attending school in LAUSD.

RESPONSE: We disagree partially with this finding. According to LAUSD database, as of today, there are 4,636 homeless children attending school in LAUSD.

Page 89, Finding #23

FINDING: The Union Rescue Mission had 78 homeless children ages 0 to 18 in their facility during the week of April 26, 2016.

RESPONSE: LAUSD does not have independent knowledge to agree or disagree with this finding.

Page 89, Finding #24

FINDING: Santa Monica Police Department actively identifies the homeless in the City of Santa Monica, and once located, they provide them with medical, social, and mental health care.

RESPONSE: LAUSD does not have independent knowledge to agree or disagree with this finding.

RECOMMENDATIONS

4.5 Los Angeles Unified School District and Los Angeles County should direct Department of Health Services, Department of Children and Family Services, and Department of Public Social Services to provide enhanced emotional, psychological, and educational services to family with minor children experiencing homelessness throughout the county, no later than October 1, 2016.

ACTION: The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

EXPLANATION: While the District does not have jurisdiction to direct county agencies, the District provides enhanced emotional, psychological, and educational services to families with minor children experiencing homelessness throughout the county and works with county agencies including the following examples:

- LAUSD provides crisis counseling by the Homeless Education Program Pupil Services and Attendance (PSA) Counselors and for more extensive or ongoing needs makes referrals to LAUSD School Mental Health (SMH) or outside counseling services at community agencies.
- The LAUSD Pupil Services, Homeless Education Program is also proactively seeking to strengthen a partnership between the program and the Department of Public Social Services especially; homeless case managers throughout the county to enhance service delivery for homeless students in families in Los Angeles. The program will be presenting to DPSS case managers in September and plans to establish regional connections between District Homeless Education Program Pupil Services and Attendance Counselors and homeless case managers in addition to attending their quarterly meetings for networking and appropriate case consultations.
- Homeless Education Program Pupil Services and Attendance Counselors supply referrals to District provided and community-based medical, dental, and mental health services to identified students and their families.
- Homeless Education Program Pupil Services and Attendance Counselors help to remove potential barriers by acting as advocates for students and families during school-related educational meetings such as Student Success and Progress Team (SSPT), Individualized Education Program (IEP), and Student Attendance and Review Board (SARB) meetings.
- Homeless Education Program Pupil Services and Attendance Counselors assist homeless unaccompanied youth with enrollment procedures, school placement options, as well as retrieval of academic and immunization records.
- Homeless Education Program Pupil Services and Attendance Counselors assist unaccompanied youth access necessary federal funding to obtain higher education by providing verification of their homeless status for the Free Application for Federal Student Aid (FAFSA) application and informing youth of scholarship opportunities available.
- The Homeless Education Program annually selects identified graduating seniors experiencing homelessness to receive scholarships provided by the Helping Others to Progress in Education (HOPE) Scholarship.

- Homeless Education Program Pupil Services and Attendance Counselors provide education to parents on how to access District resources such as Special Education services to assess if supplemental supports are necessary to foster the behavioral, social and academic development of students experiencing homelessness.
- The Homeless Education Program provides identified students and their parent/guardian assistance with transportation (i.e., if deemed eligible), backpacks, school supplies, and clothing vouchers.

4.7 Los Angeles Unified School District should be proactive in addressing the needs of homeless students to provide individual counseling and tutoring to start no later than September 30, 2016.

ACTION: This recommendation has been implemented, with a summary regarding the implement action. No action is required.

EXPLANATION: The LAUSD Pupil Services Homeless Education Program identifies and facilitates enrollment for homeless students in tutoring resources at schools or provided by district programs such as Beyond the Bell. Homeless Education Program also has a partnership with community agencies such as School on Wheels to provide additional one on one tutoring for homeless students. Additionally, Pupil Services has researched the possibility of expanding N & D tutoring to homeless students.

Furthermore, Homeless Education Program Pupil Services and Attendance Counselors connect identified youth and their families to Youth Source and Family Source Centers located throughout District boundaries to facilitate access to job readiness and training programs, academic support resources, parent education workshops, educational assessments and academic placement options, as well as truancy diversion programs.

A FINAL NOTE

The Los Angeles Unified School District would like to express our gratitude and appreciation for the opportunity to provide feedback pertaining to the findings in this Civil Grand Jury Report. It is our commitment to effectively provide support and address the needs of children experiencing homelessness in our schools. Homelessness has a fiscal impact on many different systems (e.g., healthcare, law enforcement, child welfare, education, etc.) on various levels. As an educational institution, the LAUSD is dedicated to ensuring that children experiencing homelessness and their families have access to all educational, medical, and psychological services that they are entitled to in order to graduate and be college and career ready. It is our belief that obtaining an education and accessing supportive services can help end the cycle of poverty many individuals face.

Sincerely,



Erika F. Torres

Executive Director

LAUSD Student Health and Human Services

LOS ANGELES POLICE DEPARTMENT



CHARLIE BECK
Chief of Police

ERIC GARCETTI
Mayor

P. O. Box 30158
Los Angeles, Calif. 90030
Telephone: (213) 486-0150
TDD: (877) 275-5273
Ref #: 1.14

September 27, 2016

201
Ruben
LAPD

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

4.2 - IMPLEMENTED
4.6 - will not
IMPLEMENT
agrees in part

Dear Judge Kuhl:

This correspondence will serve as the Los Angeles Police Department's (LAPD) response to the Los Angeles County Civil Grand Jury (CGJ) report dated June 23, 2016, "Alternatives to Squalor: The Need to House the Homeless." The CGJ requested that the LAPD respond to Recommendations 4.2 and 4.6 by September 28, 2016 (i.e., ninety days from the release of the report to the public).

RECOMMENDATION 4.2:

Los Angeles County, Los Angeles County Sheriff's Department, Department of Health Services, Los Angeles County Fire Department, the City of Los Angeles, Los Angeles City Fire Department, and City of Los Angeles Police Department should develop and implement new procedures to assist homeless people needing immediate lifesaving care by January 1, 2017.

RESPONSE TO RECOMMENDATION 4.2:

The LAPD agrees in part with the CGJ's findings and concurs with the recommendation. The recommendation has been implemented.

The LAPD has procedures for summoning assistance for people needing immediate lifesaving care. It is important to note that for legal and ethical reasons, immediate lifesaving care is generally provided by trained medical personnel. The LAPD is collaborating with other first responders and developing consistent homeless-related policies. On June 22, 2016, after reviewing local and national policies and having a period of public comment, the Honorable Board of Police Commissioners adopted the Policy Regarding Police Contacts with Persons Experiencing Homelessness – Established, Special Order No. 13. The policy specifically

addresses assisting those in need and recognizes that the homeless may require special assistance to address their immediate needs. A copy of the Order is attached hereto as Exhibit A.

In addition, the LAPD has issued Training Requirements for Sworn Personnel Assigned to Homeless Outreach Programs, Operations Order No. 5 (June 3, 2016), regarding the training requirement for sworn personnel assigned to homeless outreach programs. Among other things, the Order requires that all sworn personnel, including supervisors, complete the Mental Health Intervention Training (MHIT) prior to beginning an assignment or loan to a homeless outreach program such as the Homeless Outreach Proactive Engagement (HOPE) teams. A copy of the Order and description of the HOPE program are attached hereto as Exhibits B and C, respectively.

RECOMMENDATION 4.6:

The City of Los Angeles Police Department and Los Angeles County Sheriff's Department should confer and meet specifically with Santa Monica Police Department to discuss the procedures used by the Santa Monica Police Department in dealing with the homeless, and implement, by October 1, 2016, a plan to deal with the homeless in the Skid Row area in accord with Santa Monica Police Department model.

RESPONSE TO RECOMMENDATION 4.6:

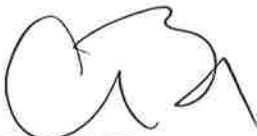
The LAPD agrees in part with the CGJ's findings and generally concurs with the recommendation.

The LAPD already met and conferred with the Santa Monica Police Department and discussed their procedures for dealing with homeless individuals. The meeting has helped in creating partnerships with other entities, new collaborations with service providers and officer training.

The October 1, 2016 deadline listed in Recommendation 4.6 does not provide adequate time to thoroughly consult subject matter experts and receive public input in handling mentally ill and/or homeless individuals. The LAPD recommends a phased implementation, working in close conjunction with community stakeholders and partners to develop appropriate systems.

Should you have any questions or require further information, please contact Mr. Arif Alikhan, Office of Constitutional Policing and Policy, at (213) 486 8730.

Very truly yours,



CHARLIE BECK
Chief of Police

Enclosures

EXHIBIT A

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 13

June 22, 2016

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON JUNE 21, 2016

SUBJECT: POLICY REGARDING POLICE CONTACTS WITH PERSONS EXPERIENCING HOMELESSNESS - ESTABLISHED

PURPOSE: This Order establishes a policy to ensure that Department personnel are familiar with and recognize the special needs of people experiencing homelessness in the City of Los Angeles. Those experiencing homelessness are among the most vulnerable in society, and contacts by Department personnel often require special consideration and coordinated assistance from multiple government agencies. When called upon to contact an individual experiencing homelessness who was a victim of a crime, witness to a crime, or is suspected of committing a crime, Department personnel must maintain the highest standards of professionalism and take into account the unique circumstances and challenges that homelessness causes for individuals and families.

DEFINITION: For purposes of this Order, the terms "homelessness," "homeless individual," and "homeless person" shall refer to the following:

- An individual or family who lacks a fixed, regular, and adequate nighttime residence;
- An individual or family with a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (including a car, park, abandoned building, bus or train station, airport, or camping ground);
- An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by federal, state, or local government programs for low-income individuals or by charitable organizations, congregate shelters, and transitional housing); or,
- An individual who resided in a shelter or place not meant for human habitation and who is exiting an institution where he or she temporarily resided.

POLICY: It is the policy of the Department to protect the rights of all individuals in the City of Los Angeles, regardless of their housing status and assist those in need while fairly enforcing the law. Individuals experiencing homelessness often have unique circumstances which require special consideration when they are a victim of a crime, witness to a crime, or suspected of violating the law. In addition, when homeless individuals come into consensual contact with Department personnel unrelated to a criminal investigation or enforcement activity, they may require special assistance to address their immediate needs. Accordingly, when appropriate under the circumstances, Department personnel should assist individuals experiencing homelessness by offering guidance and information to obtain temporary housing, medical or psychological services if needed, or other available services. Department personnel, however, shall steadfastly respect the individual's right to refuse assistance.

Housing Status

An individual's housing status is not a sufficient basis to justify a lawful detention or arrest. All detentions and arrests must be based on applicable local, state, and federal laws. In addition, Department personnel are prohibited from involuntarily moving a homeless individual from a location where the person may lawfully stay, absent legal justification to do such as when there is a safety or security concern.

Special Considerations

Department personnel requesting identification from a person who is or appears to be experiencing homelessness should be sensitive to the special needs and circumstances of each individual situation, including circumstances when individuals may not have proper identification or other official documents in their possession. Department personnel are also reminded that requests for identification from a person who is or appears to be experiencing homelessness may sometimes be perceived by that individual to be harassing, intimidating, or threatening. In addition, some individuals experiencing homelessness may be suffering from mental illness or other medical conditions that can limit their ability to communicate effectively with Department personnel. As such, Department personnel should take special consideration of the circumstances and always be guided by compassion and empathy in all of their interactions.

AMENDMENT: This Order adds Volume I, Section 240.07, to the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



CHARLIE BECK
Chief of Police

DISTRIBUTION "A"

EXHIBIT B

OFFICE OF OPERATIONS

OPERATIONS ORDER NO. 5

June 3, 2016

SUBJECT: TRAINING REQUIREMENT FOR SWORN PERSONNEL ASSIGNED TO HOMELESS OUTREACH PROGRAMS

PURPOSE: The Los Angeles Police Department has a variety of specialized units, details, and taskforces that have been formed in order to support the City's growing population of people experiencing homelessness. These homeless outreach programs which include, but are not limited to, Resources Enhancement Services Enforcement Team (RESET), Homeless Outreach Partnership Endeavor (HOPE), the Beach Detail, and the Community Response Team (CRT), share a common objective: to enhance the safety of the homeless population through the use of outreach, coordination with service providers, and enforcement of applicable laws. The Department recognizes that within the homeless population there are a large number of people who suffer from mental illness. Officers assigned to homeless outreach programs, therefore, have a greater likelihood of encounters with mentally ill persons. While the Department expects that officers encountering persons suffering from mental illness be guided by the principles of compassion, support, and humanity, it recognizes that these contacts can be unpredictable, volatile, and dangerous.

The purpose of this Order is to ensure that Department personnel assigned to homeless outreach programs receive in-depth training with a focus on recognition of mental illness and strategies to seek safe resolution of contacts with persons suffering mental illness.

PROCEDURES:

- I. **ALL SWORN PERSONNEL ASSIGNED OR LOANED TO HOMELESS OUTREACH PROGRAMS.** All sworn personnel, to include police officers and supervisors, herein referred to as "personnel" or "employees," shall complete the Mental Health Intervention Training (MHIT), *prior* to beginning an assignment or loan to a homeless outreach program.

Personnel who were assigned to a homeless outreach program prior to the publication of this Order, and upon approval of the bureau commanding officer, may continue working in a homeless outreach capacity, but shall complete MHIT within *six* months.

- II. **SUPERVISOR'S RESPONSIBILITIES.** Supervisors assigned or loaned to a homeless outreach program shall ensure that all personnel complete the MHIT *prior* to beginning the assignment. Personnel who have not completed MHIT shall not be assigned to a homeless outreach program until this training requirement has been met.

Supervisors shall ensure that all personnel who were assigned to a homeless outreach program prior to the publication of this Order, and upon approval of the bureau commanding officer, may continue working in a homeless outreach capacity, but shall complete MHIT within *six* months.

- III. TRAINING COORDINATOR'S RESPONSIBILITIES.** Area Training Coordinators shall ensure that all personnel assigned or loaned to homeless outreach programs are scheduled to attend the next available MHIT. Upon completion of the training, the Area Training Coordinator shall verify that the training is documented in the employee's Training Evaluation and Management System (TEAMS) report.
- IV. AREA COMMANDING OFFICER RESPONSIBILITIES.** Area commanding officers shall ensure adherence to the established protocols delineated in this Order. An extension to the MHIT training requirement may be requested via Intradepartmental Correspondence, Form 15.02.00, to the bureau commanding officer under the following conditions:
- A one-time *six* month extension to the training requirement may be requested for any personnel who were assigned to a homeless outreach program prior to the publication of this Order. The extension will allow applicable personnel to continue working in a homeless outreach capacity until the training requirement is met or the extension expires.
 - An extension to the training requirement may be requested, on a case-by-case basis, for any employee unable to complete the training requirement due to, but not limited to, an injury on duty, medical or military leave. However, upon return to full duty, the employee shall complete MHIT within *six* months.
 - Due to operational necessity, an extension to the training requirement may be requested for any employee. This approval shall be obtained prior to the employee working in a homeless outreach capacity. Upon assignment, the employee shall complete MHIT within *six* months.

The Area commanding officer or designee shall be responsible for tracking all extensions and coordinating with the applicable homeless outreach program.

- V. BUREAU COMMANDING OFFICER RESPONSIBILITIES.** Bureau commanding officers may grant a one-time extension to the training requirement under the following conditions:
- Personnel who were assigned to a homeless outreach program prior to the publication of this Order may be granted a one-time *six* month extension to the training requirement. The extension will allow applicable personnel to continue working in a homeless outreach capacity until the training requirement is met or the extension expires.
 - Employees unable to complete the training requirement due to, but not limited to, an injury on duty, medical or military leave may be granted an extension to the training requirement on a case-by-case basis. However, upon return to full duty, the employee shall complete MHIT within *six* months.
 - Due to operational necessity, an extension to the training requirement may be granted to any employee. This approval shall be obtained prior to the employee working in a homeless outreach capacity. Upon assignment, the employee shall complete MHIT within *six* months.

AUDIT RESPONSIBILITY: The commanding officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.

Should you have questions regarding this matter, please contact the Evaluation and Administration Section, Office of Operations, at (213) 486-6050.

A handwritten signature in black ink, appearing to read 'MICHEL R. MOORE', with a stylized flourish at the end.

MICHEL R. MOORE, Assistant Chief
Director, Office of Operations

DISTRIBUTION "A"

EXHIBIT C

HOPE

Homeless Outreach Proactive Engagement

A partnership of the Office of the Mayor, the Office of the City Attorney, the Los Angeles Police Department, the Los Angeles Bureau of Sanitation, and the Los Angeles Homeless Services Authority to deploy a dedicated, flexible team to improve outcomes for unsheltered homeless individuals through increased linkages and engagement, enhance public health and safety, and support communities across the city by keeping public areas clean, safe, and accessible.

HOPE Team Coordinators
Citywide Homeless Coordinator Commander Todd Chamberlain (213) 833-3735
Citywide Homeless Liaisons Sergeant Gentle Winter (213) 833-3735 Senior Lead Officer Monique Contreras (213) 486-1017
Valley Bureau HOPE Team (Van Nuys Division) Sergeant Mike Padilla #31244 (213) 305-9105
West Bureau HOPE Team (Pacific Division) Sergeant Michael Fox #34582
Central Bureau HOPE Team (Hollenbeck Division) Sergeant Victor Arellano #33303
South Bureau HOPE Team Contact TBD

R.5

Appointed
Commissions:
Transparency
Will Maintain
the Public Trust

City of Alhambra

Office of the City Manager

RS

Re: Keubers

September 15, 2016



*Gateway
to the
San Gabriel Valley*

*111
South First Street
Alhambra
California
91801*

*626
570-5010*

*FAX
281-2248*

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

**RE: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE
PUBLIC TRUST - A REPORT BY THE 2015-2016 LOS ANGELES COUNTY
CIVIL GRAND JURY**

To the Honorable Presiding Judge:

The City of Alhambra has reviewed the Civil Grand Jury's report and recommendations regarding transparency of appointed commissions as pertains to the city webpage.

We have considered all of the recommendations from the Civil Grand Jury, and have responded with the information on the following pages.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Yokoyama'. The signature is fluid and cursive, with a large, stylized 'M' and 'Y'.

Mark Yokoyama
City Manager



Response to Grand Jury Report

5.1

Recommendation No. 1 – Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response - The City of Alhambra agrees with the recommendation and has made the appropriate changes to the city website under the page “Boards & Commissions.” Currently none of the commission seats are compensated. This, as well as other relevant facts regarding the duties, term limitations, and appointment procedure are now prominently located at the top of the webpage.

5.2

Recommendation No. 2. – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

Response - The City of Alhambra respects the recommendation, and although there is no specific statement within the City Charter prohibiting elected officials from serving on a commission, all applications for appointment are carefully considered by City Council for any ethical conflict of duties or power.

5.3

Recommendation No. 3 – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response - The City of Alhambra respects the recommendation, and although there is no specific statement within the City Charter prohibiting commissioners from serving on more than one commission at the same time, all applications for appointment are carefully considered by City Council for any ethical conflict of duties or power.

5.4

Recommendation No. 4 – Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response – The City of Alhambra agrees with the recommendation and has made the appropriate changes to the city website. Although a link was already present on the “Boards & Commissions” webpage for the “City Calendar” webpage which is where the agendas and minutes are listed; the “Boards & Commissions” webpage has been updated to include a more specific link directing the user to the location of the agendas and minutes.

September 15, 2016

Page 3

6. Recommendation No. 5 – Each listed city should add a conspicuous link to “Commissions” on the home page or as a menu option under “Departments,” “Government,” or “Services.”

Response – The City of Alhambra agrees with the recommendation and had already included a link to “Boards & Commissions” webpage under the drop-down menu for “Governments,” which is located at the top of the home page, as well as all other pages. Per the Grand Jury report, section A: Accessibility to Relevant Information about Commissions,” page 94, “...an interested citizen should be able to find the published information on commission in one or two clicks on a website.” This is true for the City of Alhambra website regarding the “Boards & Commissions” webpage.



City of
Arcadia

Dominic Lazzaretto
City Manager

July 5, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Appointed Commissions: Transparency Will Remain the Public Trust

This letter is in response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report ("IR") on the degree of transparency provided by Los Angeles County and city governments related to citizen commissions.

A letter was mailed to City Managers on June 23, 2016, advising that the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Appointed Commissions: Transparency Will Remain the Public Trust was scheduled to be released on June 30, 2016, with instructions to all 88 cities in Los Angeles County to respond within 90 days of the receipt of this report.

In the fall of 2015, the City of Arcadia re-launched the City's official website, complete with enhanced end-user functionality, accessibility features, updated content, and public outreach tools. As part of that update, several of the recommendations outlined in the report were addressed. Please visit the City of Arcadia's website at www.ArcadiaCA.gov to view the latest information and content.

Although it existed in a different form on the old version of the website, there is a separate webpage on the City's new website dedicated to explaining the roles and responsibilities of City's various Boards and Commissions. To view this information, please visit:

<https://www.arcadiaca.gov/government/city-departments/city-clerk/boards-and-commissions>

Below are the detailed responses from the City of Arcadia to the Los Angeles County Civil Grand Jury request for information regarding appointed citizen commissions.

240 West Huntington Drive
Post Office Box 60021
Arcadia, CA 91066-6021
(626) 574-5401
(626) 446-5729 Fax
dlazzaretto@ArcadiaCA.gov
www.ArcadiaCA.gov

IR5.1. *Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.*

Arcadia Response: Concur

Pursuant to the Arcadia City Charter, Article VIII, Boards and Commissions, Section 805, Compensation & Vacancies, "The members of boards and commissions shall serve without compensation for their services as such, but may receive reimbursement for necessary traveling and other expenses incurred on official duty when such expenditures have received authorization by the Council."

The language on the City's Boards and Commissions webpage has been updated to state this fact. The new language now reads, in part: "In addition, Board and Commission members shall serve without compensation during the duration of their appointment but may be reimbursed for applicable expenses incurred on official duty with authorization from the City Council." Because there is no compensation for serving on a City board or commission, the Grand Jury's recommendation to add language stating whether attendance is mandatory for compensation has been intentionally omitted.

IR5.2. *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.*

Arcadia Response: Concur

Pursuant to the Arcadia City Charter, Article VIII, Boards and Commissions, Section 802, Appointments & Terms, "The members thereof shall be appointed from the legally registered voters of the City, and shall not hold any other City office or employment."

The language on the City's Boards and Commissions webpage states this fact, in part: "Appointees must be residents of the City of Arcadia at the time of their appointment and at all times during their term in office. Additionally, Board or Commission members shall not hold public office as an elected official at the time of their appointment or at any other time during their term. Each Board and Commission member shall serve at the discretion of the City Council."

IR5.3. *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at a time.*

Arcadia Response: Concur

Pursuant to the Arcadia City Charter, Article VIII, Boards and Commissions, Section 802, Appointments & Terms, "The members thereof shall be appointed from the legally registered voters of the City, and shall not hold any other City office or employment."

The language on the City's Boards and Commissions webpage states this fact, in part: "Appointees must be residents of the City of Arcadia at the time of their appointment and at all times during their term in office. Additionally, Board or Commission members shall not hold public office as an elected official at the time of their appointment or at any other time during their term. Each Board and Commission member shall serve at the discretion of the City Council."

IR5.4. *Each listed city should publish or provide a link to the current agenda and timely minutes for each meeting of each existing commission on the website.*

Arcadia Response: Concur

The City of Arcadia has a dedicated webpage for posting agendas and minutes for the City Council and all Board and Commission meetings. We have provided a link below:

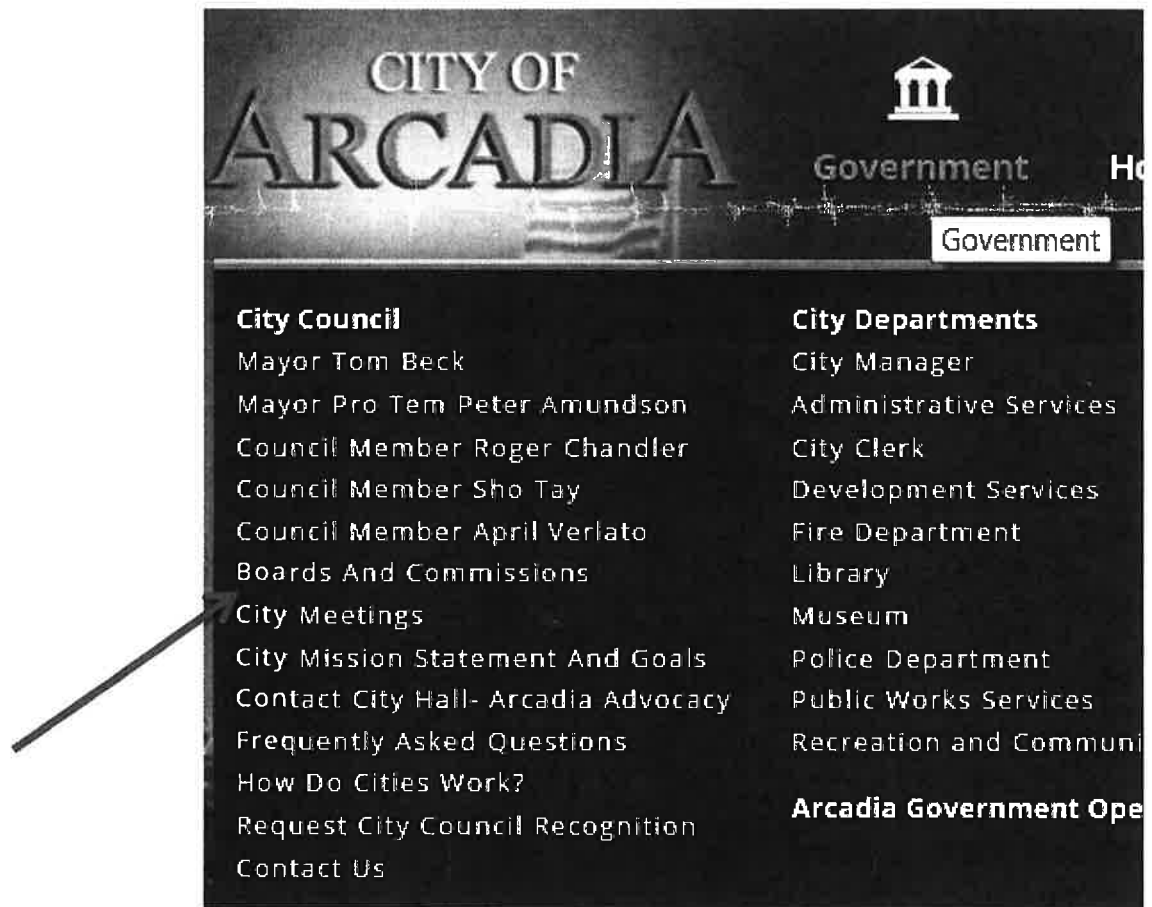
<https://www.arcadiaca.gov/government/city-council/city-meetings/standard-calendar-meeting-list-view>

The webpage provides a dropdown menu that allows users to search for individual board and commission meetings separately, and includes the date and time of the meeting, as well as agendas and minutes. It is the City's practice to post all meeting agendas at least three days prior to the meeting, pursuant to the Ralph M. Brown Act. In addition, meeting minutes are posted once approved by the authoritative body at a successive meeting.

IR5.5. *Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."*

Arcadia Response: Concur

The location of the Boards and Commissions page was located as a sub-menu on the City Clerk's Office page under the Department section of the website. In an effort to provide more user-friendly access to Boards and Commissions, a separate link has been provided under the Government, City Council section of the City's website. A screenshot has been provided below to demonstrate this change.



The City of Arcadia appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Interim Report recommendations. If you need further assistance, please contact Michael Bruckner, Assistant to the City Manager, at mbruckner@ArcadiaCA.gov or (626) 574-5433; Mr. Bruckner serves as the City's Public Information Officer and oversees the content of the City's website.

Sincerely,


Dominic Lazzaretto
City Manager

#59 9/1/16 8/20/16
Antelope Valley College

Office of the President

August 15, 2016


Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Please find attached the response of the Antelope Valley Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,


Ed Khudson
President

Enclosure

**RESPONSE TO RECOMMENDATIONS OF ANTELOPE VALLEY COMMUNITY COLLEGE DISTRICT
- LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT**

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted; however, the Chief Business Official has elected to become a member of GFOA so that there is access to the training. It is important to note that District employees actively participate in a variety of school business official’s professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The GFOA will be a considered source of information in addition to the other avenues of training. It is also important to note that the District engages in a check and balance system that hires a financial advisor independent of the bond brokerage firm. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively; however, will consider the best practices of GFOA when making decisions regarding bond issuance or other types of debt.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

ANTELOPE VALLEY JOINT UNION HIGH SCHOOL DISTRICT

44811 N. SIERRA HIGHWAY, LANCASTER, CALIFORNIA 93534-3226
(661) 948-7655

BOARD OF TRUSTEES

DANA COLEMAN
ROBERT DAVIS
MICHAEL DUTTON
JILL MC GRADY
BARBARA WILLIBRAND



10:15 a.m.

ADMINISTRATION

DR. DAVID J. VIERRA
DISTRICT SUPERINTENDENT

JEFFERY E. FOSTER
DEPUTY SUPERINTENDENT

SHANDELYN WILLIAMS
ASSISTANT SUPERINTENDENT
STUDENT SERVICES

BRETT NEAL
ASSISTANT SUPERINTENDENT
PERSONNEL SERVICES

GREG NEHEN
ASSISTANT SUPERINTENDENT
EDUCATIONAL SERVICES

September 8, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: 2015-2016 Los Angeles County Civil Grand Jury Final Report "Capital Appreciation Bonds And Other School Bond Debt: Consequences of Poor Financial Practices"

Dear Honorable Judge Kuhl:

Antelope Valley Union High School District ("School District") has reviewed the recommendations in "Capital Appreciation Bonds And Other School Bond Debt: Consequences of Poor Financial Practices" from the 2015-2016 Los Angeles County Civil Grand Jury Final Report ("Report"). Pursuant to California Penal Code §933.05(a), (b) and (c) and as requested pursuant to Section VI of the Report, the School District provides the following response to each of the grand jury's recommendations.

Background Information:

On March 5, 2002, voters within the School District approved Measure V and authorized the School District to issue the maximum principal amount of general obligation bonds ("GO Bonds") not to exceed \$103,600,000 to finance the needed school construction and improvement projects. Measure V gathered more than the required bond approval threshold (55% of votes cast) with 57.22% affirmative vote. The School District issued its first series of GO Bonds on June 26, 2002. Subsequently, the School District issued the Series B and Series C GO Bonds in 2004 and 2005, respectively. Most recently, in 2012 and 2015, the School District issued two (2) series of GO Refunding Bonds to refund a portion of the outstanding Series A and Series B bonds to provide tax savings to its community. As of today, the School District has accessed all of the authorization under Measure V.

It should also be noted that the School District (i) issued all its Measure V GO Bonds prior to Assembly Bill ("AB") 182 being enacted in 2014, with the exception of the 2015 Refunding which is not subject to the requirements of AB 182 and (ii) issued the Series A, B and C GO Bonds under Measure V prior to the recent declines in the District's assessed valuation.

Please reference Exhibit 1 for detailed repayment information regarding the School District's GO Bond issuances under Measure V. As shown in Exhibit 1, the bond debt service to principal repayment ratios for each individual series are well below the 4 to 1 limitation pursuant to Education Code Section 15144.1, as one of the statutory changes made by AB 182.

Exhibit 1
Detailed Debt Service Repayment Calculations under Measure V
Approved by School District Voters in 2002

Bond Series	Dated Date	Bond Principal			Bond Repayment		
		Current Interest Bonds	Capital Appreciation Bonds	Total Principal	Total Debt Service	Debt Service to Par Ratio	Term
2002 Series A	6/26/2002	\$50,000,000.00	\$0.00	\$50,000,000.00	\$92,882,593.18	1.86 to 1	25 Years
2004 Series B	11/3/2004	\$31,195,000.00	\$3,806,693.70	\$35,001,693.70	\$62,963,343.00	1.80 to 1	25 Years
2005 Series C	9/29/2005	\$17,900,000.00	\$698,179.15	\$18,598,179.15	\$31,499,936.90	1.69 to 1	21 Years
2012 GO Ref.	5/24/2012	\$37,685,000.00	\$0.00	\$37,685,000.00	\$53,675,011.53	1.42 to 1	15 Years
2015 GO Ref.	5/14/2015	\$31,865,000.00	\$0.00	\$31,865,000.00	\$39,596,956.66	1.24 to 1	11 Years
Total ^[1]	N/A	\$99,095,000.00	\$4,504,872.85	\$103,599,872.85	\$187,345,873.08	1.81 to 1	N/A

[1] Totals do not include the principal amounts associated with the 2012 GO Refunding Bonds the 2015 GO Refunding Bonds.

Additionally, please reference Exhibit 2 for the history of the School District's assessed value growth and decline during fiscal years 1993-1994 and 2016-2017.

Exhibit 2
Historical Assessed Valuation from Fiscal Year 1993-1994 to 2016-2017

Fiscal Year	Local Secured	Utility	Unsecured	Total	Growth %
1993/1994	\$13,239,467,314	\$12,673,140	\$337,752,472	\$13,589,892,926	N/A
1994/1995	\$13,355,743,858	\$13,106,833	\$359,091,847	\$13,727,942,538	1.02%
1995/1996	\$12,931,526,051	\$11,760,160	\$365,111,278	\$13,308,397,489	-3.06%
1996/1997	\$12,654,217,380	\$11,096,589	\$375,720,627	\$13,041,034,596	-2.01%
1997/1998	\$12,215,723,026	\$11,806,450	\$336,572,322	\$12,564,101,798	-3.66%
1998/1999	\$12,009,714,243	\$12,275,096	\$374,708,775	\$12,396,698,114	-1.33%
1999/2000	\$11,902,402,356	\$11,455,566	\$399,041,851	\$12,312,899,773	-0.68%
2000/2001	\$12,301,747,282	\$11,291,548	\$383,149,103	\$12,696,187,933	3.11%
2001/2002	\$13,028,961,135	\$10,313,584	\$438,619,373	\$13,477,894,092	6.16%
2002/2003	\$13,899,302,555	\$10,163,881	\$469,522,309	\$14,378,988,745	6.69%
2003/2004	\$15,178,903,648	\$10,023,203	\$487,114,528	\$15,676,041,379	9.02%
2004/2005	\$16,927,963,551	\$10,597,710	\$501,046,226	\$17,439,607,487	11.25%
2005/2006	\$19,901,524,810	\$10,184,878	\$571,801,661	\$20,483,511,349	17.45%
2006/2007	\$24,458,520,205	\$9,629,156	\$647,960,833	\$25,116,110,194	22.62%
2007/2008	\$28,745,590,713	\$7,729,372	\$696,534,669	\$29,449,854,754	17.25%
2008/2009	\$29,221,224,182	\$7,664,425	\$724,277,591	\$29,953,166,198	1.71%
2009/2010	\$25,042,814,838	\$7,591,525	\$770,738,159	\$25,821,144,522	-13.79%
2010/2011	\$21,856,463,842	\$7,315,473	\$767,357,901	\$22,631,137,216	-12.35%
2011/2012	\$21,840,661,179	\$6,816,173	\$696,194,456	\$22,543,671,808	-0.39%
2012/2013	\$21,503,245,024	\$6,816,173	\$792,613,979	\$22,302,675,176	-1.07%
2013/2014	\$22,053,482,111	\$6,816,173	\$746,284,615	\$22,806,582,899	2.26%
2014/2015	\$23,946,242,169	\$6,816,173	\$751,094,244	\$24,704,152,586	8.32%
2015/2016	\$25,637,603,030	\$6,816,173	\$818,534,855	\$26,462,954,058	7.12%
2016/2017 ^[1]	\$26,914,894,037	\$6,816,173	\$823,683,259	\$27,745,393,469	4.85%

Source: California Municipal Statistics.

[1] Preliminary; subject to change. Represents only the portion of the School District's assessed valuation in Los Angeles County as information for the Kern County portion is currently unavailable.

Recommendation 6.1:

"School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices."

School District Response:

The School District agrees with the recommendation and will implement. The School District notes that the Los Angeles County Office of Education ("LACOE") in partnership with other county agencies will provide training in Government Finance Officers Association ("GFOA") financing best practices. The School District will ensure that training in GFOA financing best practices are received by the Chief Business Officer or Chief Financial Official who will be in place prior to the issuance of any new debt.

Recommendation 6.2:

"School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

School District Response:

The School District will consider this recommendation. The School District has reviewed the GFOA best practices guidelines referenced in the Report. School District employees actively participate in many school business official's professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation 6.3:

"School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

School District Response:

The School District disagrees with this recommendation and will not implement. The School District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the School District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.]

Recommendation 6.4:

"Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues."

School District Response:

The School District agrees with the recommendation and will implement. Under existing legal requirements, if the School District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and all legal requirements.

Recommendation 6.5:

"The Los Angeles County Office of Education, under its AB 1200 authority, should require school districts to submit for review any Bond Anticipation Notes being considered for issuance at least 30 days in advance of potential Board action, consistent with existing statute under California Education Code Section 17150.1."

School District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education.

Recommendation 6.6:

"The Los Angeles County Office of Education should receive training in Government Finance Officers Association financing best practices, and support school districts in receiving such training."

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education.

Recommendation 6.7:

"The Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, and the Los Angeles County Treasurer and Tax Collector, should monitor the use of school bond debt in Los Angeles County, including review of (a) proposed debt service schedules in advance of bond pricing, and (b) realistic forecasts of assessed value."

School District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, and/or the Los Angeles County Treasurer and Tax Collector.

Recommendation 6.8:

"Los Angeles County should form a committee consisting of representation of the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, the Los Angeles County Treasurer, and Tax Collector and at least four or five members of the public, to support Los Angeles County school districts in restructuring existing bond indebtedness and reducing the debt burden."

School District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

Recommendation 6.9:

"Los Angeles County should authorize the committee formed in Recommendation 6.8, to evaluate and make appropriate recommendations to the Los Angeles County Board of Supervisors and affected school districts about school bond indebtedness."

School District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

Recommendation 6.10:

"Los Angeles County should authorize the committee formed in Recommendation 6.8, to ensure that Government Finance Officers Association financing best practices are instituted throughout Los Angeles County school districts.

School District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

On behalf of the Antelope Valley Union High School District, we share your interest in ensuring that our community understands what is included in school bonds.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Vierra".

Dr. David J. Vierra
Superintendent
Antelope Valley Union High School District



THE CITY OF ARTESIA, CALIFORNIA

18747 CLARKDALE AVENUE, ARTESIA, CALIFORNIA 90701

Telephone 562 / 865-6262

FAX 562 / 865-6240

"Service Builds Tomorrow's Progress"

April 11, 2017

Los Angeles County Civil Grand Jury
Attn: Joanne Saliba
210 W. Temple Street, 11th Floor, Suite 506
Los Angeles, California 90012-3210

Re: Inadequate El Nino Planning for County Homeless Population, Sections 1R.1-1R.7; and

Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, and 5.3.

The City of Artesia is in receipt of the two aforementioned Civil Grand Jury Findings. In regards to **Inadequate El Nino Planning for County Homeless Population 1R.1-1R.7**, the City will not implement any further planning for the County Homeless Population. The City of Artesia participates in the Los Angeles County Homeless Count each January. In 2017, there were 7 homeless people counted, in the two previous years there were less than that. In a population of 17,000 individuals, 7 people equate to .0004% of the population, and the City does not intend to address planning for such a small segment of the population. The City relies on Los Angeles County and the Los Angeles County Sheriff Department in regard to Homelessness issues.

In regards to **Appointed Commissions Transparency Will Maintain Public Trust, Section 5.1, 5.2, and 5.3**, the City has the following responses to each item:

- 5.1. Implemented. This information was added to the Commissioner Page. However, it was already on the website via the Artesia Municipal Code.
- 5.2. Implemented. This information was added to the Commissioner Page. However, it was already on the website via the Artesia Municipal Code.
- 5.3. Implemented. This information was added to the Commissioner Page.

By providing these responses, the City considers these matters closed. Please contact me at (562) 865-6262 ext. 278 if you have any further questions.

Sincerely,

Melissa Burke
Administrative Manager



City of Avalon

Santa Catalina Island

92-6447

September 13, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor-Room 11-506,
Los Angeles, CA 90012

RE: City of Avalon Response to Recommendations - Appointed Commissions: Transparency Will Maintain the Public Trust by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Judge Kuhl,

Please find below the City of Avalon's response to all Recommendations in the 2015-2016 Los Angeles County Civil Grand Jury report Appointed Commissions: Transparency Will Maintain the Public Trust.

California Penal Code Section 933.05(a) and (b)

(a) For purposes of subdivision (b) of Section 933, as to each Grand Jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

Yes. The City of Avalon agrees with the finding.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

The City of Avalon has implemented the recommendations, and has taken the following action:

A Commission Facts section has been added to the City's website, www.cityofavalon.com, which is linked from the home page Commission Meetings button. From here information on all City of Avalon Commissions can be found, including information on the following recommendations:

**Administration/
Public Works**
P.O. Box 707
Avalon, CA 90704
310 510-0220
Fax 310 510-0901

Finance
P.O. Box 707
Avalon, CA 90704
310 510-0220
Fax 310 510-0765

Harbor Department
P.O. Box 1085
Avalon, CA 90704
310 510-0535
Fax 310 510-2640

Fire Department
P.O. Box 707
Avalon, CA 90704
310 510-0203
Fax 310 510-0104

**Recreation
Department**
P.O. Box 707
Avalon, CA 90704
310 510-0220
Fax 310 510-9528

**Planning/Building
Capital Improvements**
P.O. Box 707
Avalon, CA 90704
310 510-0220
Fax 310 510-2608

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

A screen shot of the page with Commission Facts can be seen below, and currently are found linked here <http://www.cityofavalon.com/content/3180/3342/default.aspx>

COMMISSION FACTS

Information on all City of Avalon Commissions can be found here.

Planning Commission

- » The Planning Commissioners are appointed by the Avalon City Council
- » The Planning Commission is a voluntary position, no compensation is provided
- » City of Avalon Council Members may not sit on the Planning Commission

City of Avalon Boards

The City of Avalon City Council members sit on the following boards:

- » Successor Agency to the Avalon Community Improvement Agency
 - » No extra compensation provided
- » Avalon Municipal Board of Trustees
 - » No extra compensation provided
- » Avalon Housing Authority
 - » No extra compensation provided

Sincerely,



Denise A. Radde
Chief Administrative Officer/City Clerk
City of Avalon

The Canyon City — Gateway to the American Dream



128.460.1

September 20, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11-506
Los Angeles, CA 90012

**RE: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE
PUBLIC TRUST**

Dear Honorable Presiding Judge and Civil Grand Jury:

Pursuant to California Penal Code Sections 933 (c), 933.05 (a) and 933.05 (b), enclosed is the written response of the City of Azusa to the recommendations contained in the Civil Grand Jury's Final Report entitled "Appointed Commissions: Transparency will Maintain the Public Trust". At its regular meeting of September 19, 2016, the Azusa City Council approved and authorized the submittal of these responses to the Civil Grand Jury's recommendations, set out in the enclosed document.

The City appreciates the efforts of the Civil Grand Jury in promoting transparency in government.

Sincerely,

Troy L. Butzlaff, ICM-A-CM
City Manager

cc: Honorable Mayor and Members of the Azusa City Council
Louie F. Lacasella, Management Analyst
Adrian Garcia, Chief Deputy City Clerk
Ann Graf, Director of Information Technology and Library Services

Phone 626-802-5200

City of Azusa
Response to 2015-16 Civil Grand Jury Final Report
Appointed Commissions: Transparency will Maintain the Public Trust

RECOMMENDATION NO. 5.1.

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response

The City of Azusa is in agreement with the Los Angeles County Civil Grand Jury (CGJ) that information about the compensation of appointed City commission members should be included on the City's website. In Azusa, each commission or board receives \$25 dollars a meeting, except for the Art in Public Places commission which receives no compensation. However, this commission has never met. With respect to compensation in event of missing meetings, attendance is required in order to receive compensation.

In response to Recommendation No. 5.1, the City currently has a "Boards and Commissions" link on the City's homepage under "Your Government". The City has placed an updated "Commissions Facts" document (Attachment 2), which includes the information required in Section 5.1, stating commission compensation received and if attendance is mandatory for the payment. Therefore, this recommendation by the CGI has been currently implemented by the City.

RECOMMENDATION NO. 5.2.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response

The City of Azusa agrees that information about the eligibility of elected officials to serve on appointed City commissions should be included on the City's website. Azusa elected officials are not allowed to serve on City commissions. This ensures that the City Council receives objective recommendations and feedback from the City's appointed commissions, which serve in an advisory capacity to the City Council.

In response to Recommendation No. 5.2, the City has updated the "Commission Facts" with the required information under Section 5.2, stating whether or not elected officials may serve on any commission or board. Therefore, this recommendation by the CGJ has been currently implemented by the City.

RECOMMENDATION NO. 5.3.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

Response

The City of Azusa agrees that information about the eligibility of residents to serve on more than one (1) appointed City commission should be included on the City's website. This ensures that the City Council receives recommendations and feedback from the broadest possible spectrum of City residents, commissioners are only allowed to serve on the Art in Public Places Commission if appointed by the City Council.

In response to Recommendation No. 5.3, the City has reviewed and updated the "Commission Facts" stating whether or not commissioners are allowed to serve on more than one commission at the same time. Therefore, this recommendation by the CGJ has been currently implemented by the City.

RECOMMENDATION NO. 5.4.

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response

Regarding 5.4, the City meets the requirements of Section 5.4; a published link is on the home page that directs the user to current agendas and meetings for all active City commissions and boards. Therefore, this recommendation by the CGI has been currently implemented by the City.

RECOMMENDATION NO. 5.5.

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

Response

The City of Azusa agrees that links to information about the City's appointed commissions should be conspicuous and easy to find on the City's home page website. The City has a conspicuous link to Boards and Commissions titled "Boards and Commissions" which is located on the home page of the City's website as a menu option under "Your Government". Therefore, this recommendation by the CGJ has been currently implemented by the City.



Tafoya
& Garcia

ATTORNEYS AT LAW

197
Ronnie

City of Baldwin Park

316 W. 2nd St., Ste 1000
Los Angeles, CA 90012
Tel 213.617.0600
Fax: 213.617.2226

October 5, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: City of Baldwin Park's Response to the Civil Grand Jury Final Report

Dear Presiding Judge Kuhl:

The City of Baldwin Park ("Baldwin Park") is in receipt of the Civil Grand Jury Final Report titled, "Appointed Commissions: Transparency Will Maintain the Public Trust." Thank you. We appreciate the efforts of the Los Angeles County Civil Grand Jury in examining the degree of transparency provided by Los Angeles County and city governments for the commissions they have authorized in their jurisdictions. This letter is the City's response under California Penal Code Sections 933(c) and 933.05 to the Final Report.

Recommendation No.: 5.1 Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

The City of Baldwin Park reviewed your suggestion and agrees with the Grand Jury Final Report. The recommendation is fully implemented on the City website. Baldwin Park has amended its Commission Facts to include that commission members are entitled to receive a stipend of \$50.00 for each meeting attended, as defined in Municipal Code Section § 32.10. In addition, the Commission Facts now include that any member of any commission who is absent from a regular meeting of the commission will not receive a stipend for that missed meeting, regardless of excused or not excused absence. Furthermore, Baldwin Park has included a chart in its Commission Facts to include the following three questions, (1) Are commission members compensated in any way? (2) If so, what is the compensation amount? (3) Is attendance at commission meetings mandatory to receive compensation? The chart then easily identifies, for

each existing commission that commission members are compensated with a stipend of \$50.00 and that attendance is mandatory to receive compensation.

Recommendation No.: 5.2 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials my serve on it.

The City of Baldwin Park reviewed your suggestion and agrees with the Grand Jury Final Report. The recommendation is fully implemented on the City website. Baldwin Park has amended its Commission Facts to include the following: “Commission members shall not hold public office as an elected official at the time of their appointment or at any other time during their term.” In addition, Baldwin Park has included a chart in its Commission Facts to include the following question, “Are elected officials in the city allowed to serve on the commission?” The chart then includes, for each existing commission that elected officials may not serve on the commission.

Recommendation No.: 5.3 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

The City of Baldwin Park reviewed your suggestion and agrees with the Grand Jury Final Report. The recommendation is fully implemented on the City website. Baldwin Park has included a chart in its Commission Facts to include the following question, “Are commission members permitted to simultaneously serve on more than one commission?” The chart then includes, for each existing commission that commissioners are not allowed to serve on more than one commission.

Recommendation No.: 5.4 Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

The City of Baldwin Park reviewed your suggestion and agrees with the Grand Jury Final Report. The recommendation is fully implemented on the website. Baldwin Park has included, on its home page, a link to the current agenda and timely meeting minutes for each meeting of each commission. The tab is titled “City Council Agenda/Minutes”, by clicking on the tab, visitors are taken to a page that lists all the commissions. Below the list of commissions, each commission includes the agendas and minutes, organized by year. Additionally, within each year, the minutes and agendas are identified by date and include an audio version of the meeting.

Recommendation No.: 5.5 Each listed city should add a conspicuous link to “Commissions” on the home page or as a menu option under “Departments,” “Government,” or “Services.”

The City of Baldwin Park reviewed your suggestion and agrees with the Grand Jury Final Report. The recommendation is fully implemented on the website. Baldwin Park has added a new tab on the home page under “Web Most Visited” labeled “Commission Info”. By clicking on the “Commission Info” tab, visitors are taken to the general Commission Information page that includes Commission Facts and other related information.

Please do not hesitate to contact the Chief Executive Officer, Shannon Yauchzee or me, the City Attorney, if the Civil Grand Jury has any questions or needs additional information. Mr. Yauchzee can be reached at (626) 960-4011, Ext. 482 or at syauchzee@baldwinpark.com. And I can be reached at (213) 617-0600 or at Robert.Tafoya@tafoyagarcia.com.

Best regards,

TAFOYA & GARCIA LLP

Robert Nacionales Tafoya
City Attorney

cc: Shannon Yauchzee, CEO
Mayor and Members of the City Council

The City of Bellflower

Families. Businesses. Futures.

16600 Civic Center Drive, Bellflower, CA 90706

Tel 562.804.1424 Fax 562.925.8660 www.bellflower.org



July 6, 2016

Via Certified Mail Return Receipt Requested

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: City of Bellflower Response to Recommendations of 2015-2016 Los Angeles County Civil Grand Jury Report on Appointed Commissions: Transparency Will Maintain the Public Trust

In accordance with California Penal Code Sections 933(c), 933.05(a) and 933.05(b), the following is the City of Bellflower's response to the subject Civil Grand Jury interim report.

- The City of Bellflower agrees wholly with the Civil Grand Jury's finding.
- The Civil Grand Jury's recommendations (5.1, 5.2 and 5.3) have been implemented by adding information to the "Boards and Commissions" page on the City's website, www.bellflower.org, specifying for each commission or other City legislative body governed by the Brown Act:
 - Whether or not compensation is paid, in what amount, and whether attendance is mandatory for payment;
 - Whether or not elected officials can serve on each; and
 - Whether or not commissioners or members are allowed to serve on more than one commission or other City legislative body at the same time.

The actual changes made to the website's language are attached.

Should you have any questions, please direct them to City Manager Jeffrey L. Stewart at the above address, or 562-804-1424, extension 2207, or jstewart@bellflower.org.

Sincerely,

Dan Koops
Mayor

Cc: City Council
City Manager
City Attorney

Attachment:

Changes to City of Bellflower Website

Doc 343084

Dan Koops
Mayor

Ron Schnablegger
Mayor Pro Tem

Ray Dunton
Council Member

Scott A. Larsen
Council Member

Sonny R. Santa Ines
Council Member

City of Bellflower
Re: Response to Civil Grand Jury Report on Appointed Commissions
July 6, 2016
Changes to City of Bellflower Website

Planning Commission. The Planning Commission regularly meets at 7:00 p.m. on the first and third Mondays of each month in the Council Chambers at City Hall. Commissioners are appointed by Council Members to four-year terms concurrent with the Council Member who appointed them. Council Members do not serve on the Planning Commission, and Planning Commissioners do not serve on any other City legislative body governed by the Brown Act. Planning Commissioners receive a \$100 stipend for each regular meeting they actually attend and not to exceed \$200 per month. Refer to BMC Chapter 2.32 and Resolution Nos. 99-98, 14-44 and 15-26.

Parks and Recreation Commission. The Parks and Recreation Commission regularly meets at 7:00 p.m. on the second Wednesday of each month in the Council Chambers at City Hall. Commissioners are appointed by Council Members to two-year terms. Council Members do not serve on the Parks and Recreation Commission, and Parks and Recreation Commissioners do not serve on any other City legislative body governed by the Brown Act. Parks and Recreation Commissioners receive a \$50 stipend for each regular meeting they actually attend and not to exceed \$50 per month. Refer to Resolution Nos. 99-98, 05-19, 14-44, and 15-26.

Public Safety Commission. The Public Safety Commission regularly meets at 7:00 p.m. on the third Tuesday of each month in the Council Chambers at City Hall. Commissioners are appointed by Council Members to four-year terms concurrent with the Council Member who appointed them. Council Members do not serve on the Public Safety Commission, and Public Safety Commissioners do not serve on any other City legislative body governed by the Brown Act, except the Commissioners also serve as members of the Public Safety Review Committee. Public Safety Commissioners receive a \$50 stipend for each regular meeting they actually attend and not to exceed \$50 per month. Refer to Resolution Nos. 99-98, 05-20, 14-44 and 15-26.

Municipal Water Commission. The Municipal Water Commission regularly meets on the third Wednesday of February, May, August, and November at a time established by the Commission in the Council Chambers at City Hall. Commissioners are appointed by Council Members to four-year terms concurrent with the Council Member who appointed them. Council Members do not serve on the Municipal Water Commission, and Municipal Water Commissioners do not serve on any other City legislative body governed by the Brown Act. Municipal Water Commissioners receive a \$50 stipend for each regular meeting they actually attend and not to exceed \$200 per year. Refer to Resolution Nos. 12-62, 12-64, 14-44 and 15-26.

Public Safety Review Committee. The Public Safety Review Committee regularly meets at 6:00 p.m. on the third Tuesday of February, May, August, and November in the Green Room at City Hall. It is comprised of six Neighborhood Watch District Representatives and the five Public Safety Commissioners. The Neighborhood Watch District Representatives are elected by the Neighborhood Watch Captains in their respective districts to serve a two-year term concurrent with the terms of the Public Safety Commission and until their successor is appointed. Public Safety Commissioners are appointed by Council Members to four-year terms concurrent with the Council Member who appointed them. Council Members do not serve on the Public Safety Review Committee, and excepting Public Safety Commissioners, Public Safety Review Committee Members do not serve on any other City legislative body governed by the Brown Act. Committee Members (including Public Safety Commissioners) receive a \$50 stipend for each regular quarterly meeting they actually attend. Refer to Resolution Nos. 94-48 and 15-26.

City of Bellflower

Re: Response to Civil Grand Jury Report on Appointed Commissions

July 6, 2016

Page 2 of 3

Changes to City of Bellflower Website (Continued)

Town Center Design Review Committee. The Town Center Design Review Committee meets on an as needed basis. Committee Members are appointed by Council Members to two-year terms which expire concurrently with the reorganization of the City Council after the biennial General Municipal Election. Council Members do not serve on the Town Center Design Review Committee, and Town Center Design Review Committee Members do not serve on any other City legislative body governed by the Brown Act. Town Center Design Review Committee Members serve without compensation. Refer to BMC Subsections 17.48.250 through 17.48.320, and Resolution Nos. 14-44 and 15-26.

Pursuant to BMC 17.48.290, the Planning Commission Chairperson shall serve as the Committee Chairperson.

Temporary Utility Users' Tax Oversight Board. The Temporary Utility Users' Tax Oversight Board regularly meets at 4:30 p.m. on the 3rd Tuesday of January, April, July, and October of each year in the Green Room at City Hall. They are appointed by the City Council to a term which expires on March 21, 2018 (i.e., concurrent with the expiration of the Temporary Utility Users' Tax). Council Members do not serve on the Temporary Utility Users' Tax Oversight Board, and Temporary Utility Users' Tax Oversight Board Members do not serve on any other City legislative body governed by the Brown Act. Temporary Utility Users' Tax Oversight Board Members receive a \$50 stipend for each regular meeting they actually attend and not to exceed \$200 per year. Refer to Resolution Nos. 12-63, 13-13, 14-44 and 15-26.

Bellflower Public Facilities Corporation. The Bellflower Public Facilities Corporation is a non-profit public benefit corporation organized under the Nonprofit Corporation Law of the State of California, established in 1981, to provide financial assistance to the City of Bellflower by acquiring, constructing and operating or providing for the operation of city hall improvements, including administrative buildings, parking facilities, and related facilities for the use, benefit, and enjoyment of the public. The Bellflower Public Facilities Corporation regularly meets once a year on the fourth Tuesday of September in the Council Chambers at City Hall. The five members of the Bellflower Public Facilities Corporation Board of Directors are approved by the City Council and serve until terminated by the Board. Council Members do not serve on the Bellflower Public Facilities Corporation Board, and Board Members do not serve on any other City legislative body governed by the Brown Act. Board Members serve without compensation. Refer to Bellflower Public Facilities Corporation By-Laws of September 28, 1999 and City of Bellflower Resolution No. 15-26.

Bellflower Financing Authority. The Bellflower Financing Authority meets on an as needed basis. The Bellflower Financing Authority Board is comprised of the five members of the City Council who receive no additional compensation for their service. Refer to City of Bellflower JPA Agreement File No. 431 and Resolution No. 15-26.

Bellflower Parking Authority. The Bellflower Parking Authority meets on an as needed basis. The Bellflower Parking Authority Board is comprised of the five members of the City Council who receive no additional compensation for their service. Refer to Resolution Nos. 89-50 and 15-26.

Successor Agency to Dissolved Bellflower Redevelopment Agency. The Successor Agency to Dissolved Bellflower Redevelopment Agency regularly meets concurrently with the City Council at 7:00 p.m. on the second and fourth Monday of each month at Bellflower City Hall. The Successor Agency Board is comprised of the five members of the City Council who receive no additional

City of Bellflower

Re: Response to Civil Grand Jury Report on Appointed Commissions

July 6, 2016

Page 3 of 3

Changes to City of Bellflower Website (Continued)

compensation for their service. Refer to Successor Agency Resolution No. SA-12-01 and City of Bellflower Resolution No. 15-26.

Oversight Board for Dissolved Bellflower Redevelopment Agency. The Oversight Board for Dissolved Bellflower Redevelopment Agency is a legislative body not subject to the jurisdiction of the City of Bellflower. The following is provided for information only. The Oversight Board for Dissolved Bellflower Redevelopment Agency is authorized in accordance with Section 34179 of the Health and Safety Code of the State of California. The Board is comprised of seven members appointed by various agencies, including two of whom are appointed by the City of Bellflower. The Oversight Board receives no additional compensation for their service. The City of Bellflower provides administrative support to the Board. Refer to Oversight Board Resolution No. OB-16-04.



20 - Police

Mahdi Aluzri
City Manager

July 5, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Dear Presiding Judge:

The purpose of this letter is to advise you that the City of Beverly Hills has updated the City website in accordance with items 5.1, 5.2, and 5.3 of the recommendations outlined by the Civil Grand Jury.

For the purpose of complying with the California Penal Code Section 933.05 section (a), the City of Beverly Hills agrees with the finding of the Civil Grand Jury. For the purpose of complying with the California Penal Code Section 933.05 section (b), the City of Beverly Hills reports that the recommendations have been implemented, and a description of this implementation is provided below.

To meet these requests, the City has added information to the "How to Become a Commissioner" webpage: <http://www.beverlyhills.org/citygovernment/commissions/howtobecomeacommissioner/>. A screenshot of this updated webpage is enclosed as an attachment to this letter.

On this webpage that is accessible by any member of the public, the City explicitly addresses that Commissioners receive no monetary compensation in any form, that Elected Officials are prohibited from serving on any of the eleven (11) Commissions, and that Commissioners are prohibited from serving on more than one Commission simultaneously.

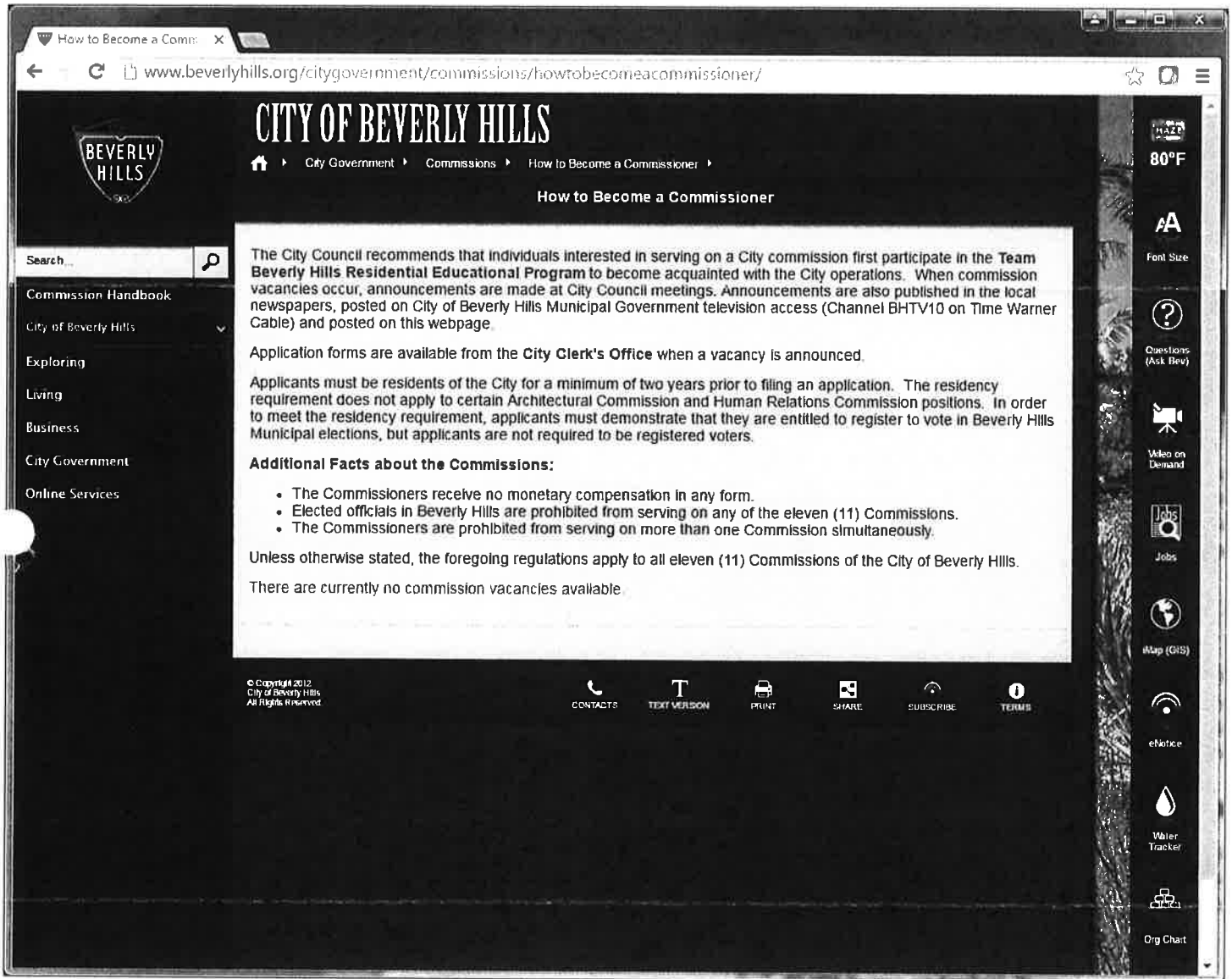
Best regards,

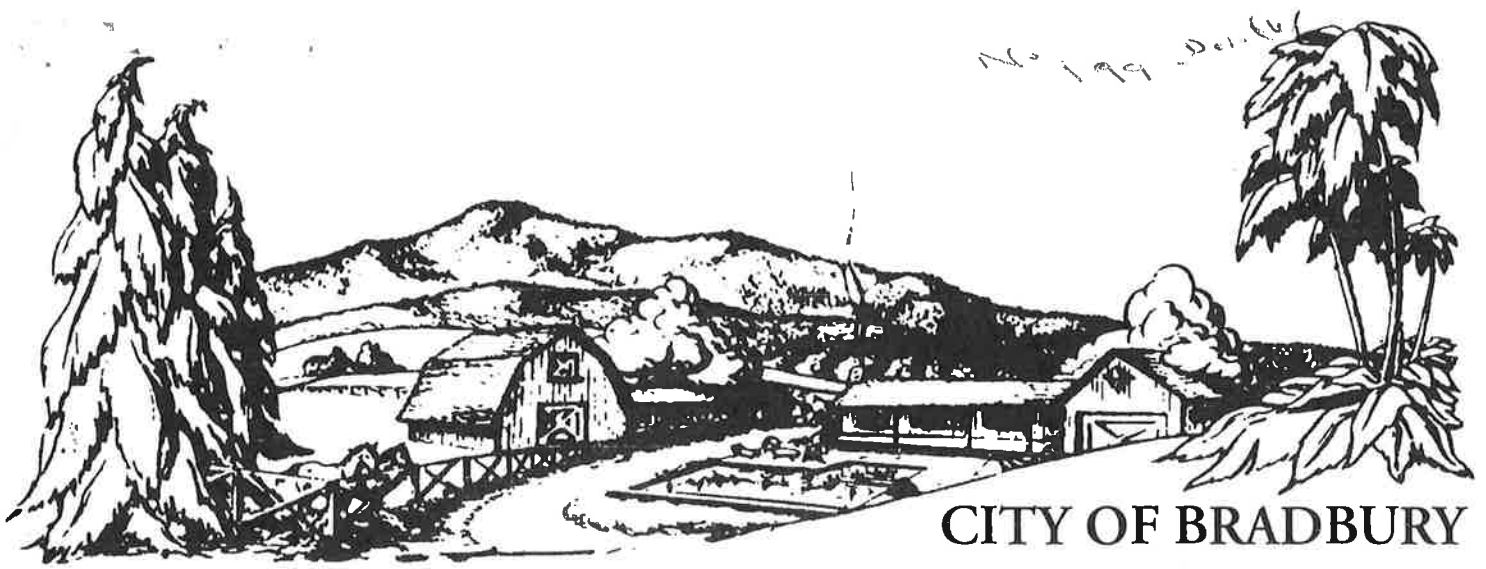
A handwritten signature in black ink, appearing to read "Mahdi Aluzri", written over the typed name and title.

Mahdi Aluzri
City Manager
City of Beverly Hills

Enclosure

Website Screenshot





CITY OF BRADBURY

Incorporated July 26, 1957

September 21, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

No. 199
Dec 16
No. 199
Dec 16
No. 199
Dec 16
No. 199
Dec 16
No. 199
Dec 16

Dear Honorable Presiding Judge Carolyn B. Kuhl,

On behalf of the City of Bradbury, I am enclosing the City's response to the recommendations of the 2015-2016 Civil Grand Jury Report, *Appointed Commissions: Transparency will Maintain the Public Trust*.

The City Council approved these responses at its September 21st meeting. Per the instructions provided by your agency, the City has responded to the recommendations listed in the report. Please feel free to contact us with any additional questions about our responses.

Thank You,

Michelle Keith
City Manager

Response to the Civil Grand Jury Final Report

County of Los Angeles – City of Bradbury

Subject: 2015-2016 Civil Grand Jury Recommendations for Appointed Commissions:
Transparency will Maintain the Public Trust

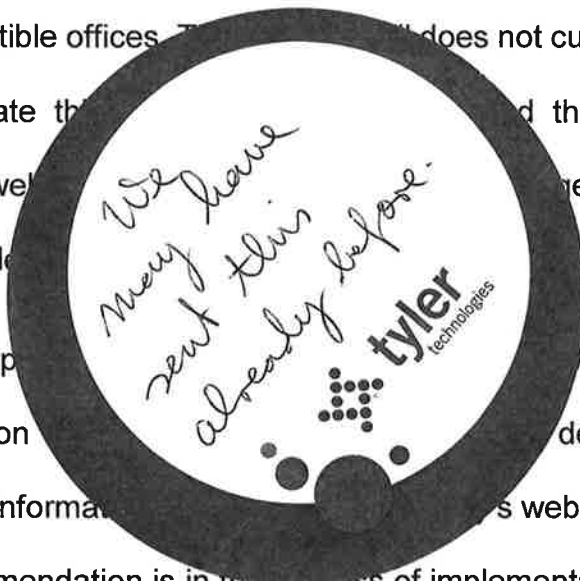
5.1 - This recommendation has been implemented. A commission facts page has been created on the City Website. This page contains information to comply with the following recommendations in the report: 5.2, 5.3, 5.4.

5.2 - The City Council will adopt a specific policy that City Councilmembers and commissioners cannot serve on incompatible offices. The City does not currently have an ordinance in place to moderate the number of offices that this information is published on the City's website. This recommendation is in the process of implementation.

5.3 - The City Council will adopt a policy that determines whether commissioners are allowed to serve on multiple commissions. If deemed necessary, the City will ensure that this information is published on the 'commission facts' page. This recommendation is in the process of implementation.

5.4 - The City publishes agendas and minutes for the City Council and Planning Commissions. The Emergency response committee and the Utility Users Tax committee do not currently have links published on the website. The City is implementing the recommended changes in this area.

5.5 – This recommendation has been implemented. The City of Bradbury has added a commissions link on its website.



C I T Y O F B U R B A N K
O F F I C E O F T H E C I T Y M A N A G E R

September 27, 2016

25

172-000641

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Honorable Presiding Judge Carolyn B. Kuhl:

On behalf of the City of Burbank, enclosed you will find the City's response to the findings of the 2015-2016 Civil Grand Jury Report: Appointed Commissions: Transparency Will Maintain the Public Trust.

The City Council approved these responses at its meeting on Tuesday, September 13, 2016. Per the instructions provided by your agency, the City has responded to the two (2) recommendations listed in the report. Upon review of the City's responses, please feel free to contact me with any additional questions.

Thank you,



Ron Davis
City Manager

Attachment

2015-2016 County of Los Angeles Civil Grand Jury Report

Appointed Commissions: Transparency Will Maintain the Public Trust

Report Recommendations City of Burbank's Responses

Finding key*:

1. The recommendation has been implemented, with a summary regarding the implemented action.
2. The recommendation has not yet been implemented, but will be implemented in the future with a timeframe for implementation.
3. The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
4. The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

**Per the request of the civil Grand Jury, Cities' responses to the recommendations of the Final Report must use one of the numbered actions listed above and subsequent rationale (i.e. the recommendation has been implemented). Accordingly, staff's responses to the recommendations below will include the appropriate number from the key above and supporting rationale/comments.*

RECOMMENDATIONS

The Los Angeles County Civil Grand Jury recommends that the City of Burbank's website be improved in the (two) following ways:

- 5.2 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.**

1. The recommendation has been implemented, with a summary regarding the implemented action.

The City of Burbank (COB) has eighteen (18) Boards, Commissions and Committees established by either the Burbank Municipal Code or by Resolution. COB maintains a robust website that includes an easily accessible webpage listing all Boards, Commissions, Committees and their appointed members, including date of appointment and date that the appointee's term expires. At the time of the Civil Grand Jury report, the COB website included the following language regarding the "Local Appointment List:"

This list is furnished pursuant to the provisions of the Maddy Act of 1975. All Board, Commission and Committee members serve without compensation. No person shall serve on more than one Board, Commission, or Committee at the same time. No person shall be eligible to be a member of any Board, Commission, or Committee unless he or she is an elector of, and actually lives in the City (with exception of the Cultural Arts Commission, and the Sustainable Burbank Commission). (Burbank Municipal Code title 2 – Chapter 1 – Article 4).

In response to Recommendation 5.2, COB has added the following language:

Elected members of the Burbank City Council are not eligible to serve on any board, commission or committee. However, by ordinance certain boards, commissions and committees require Council member(s) to serve as a liaison in order to keep fellow Council Members abreast of significant information. Council Members are not compensated for serving as a liaison.

In addition, COB has added the following text to the webpage of each individual Board/Commission/Committee:

According to the Burbank Municipal Code (BMC), all Board, Commission and Committee members serve without compensation (BMC 2-1-405). No person shall serve on more than one Board, Commission, or Committee at the same time (BMC 2-1-406). No person shall be eligible to be a member of any Board, Commission, or Committee unless he or she is an elector of, and actually lives in the City, with exception of the Cultural Arts Commission, and the Sustainable Burbank Commission (BMC 2-1-407). Elected members of the Burbank City Council are not eligible to serve on

any board, commission or committee, however, they may serve as a liaison in order to keep fellow Council Members abreast of significant information. Council Members are not compensated for serving as a liaison.

5.4 Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

2. The recommendation has been implemented, with a summary regarding the implemented action.

The City of Burbank maintains a "Meeting Agendas and Minutes" [webpage](#) on the City's website that lists all upcoming meetings and agendas for the Council, Boards, Commissions and Committees. The same webpage features a section for archived meetings that includes agendas, meeting minutes and any video/audio links to meetings that are recorded for on demand viewing.

In response to recommendation 5.4, COB conducted an internal audit of this webpage and determined that some of the Boards/Commissions/Committees did not include timely minutes for each meeting. The City Clerk's Office has contacted the staff liaison for each Board/Commission/Committee to ensure that all meeting minutes are posted in a timely manner. As of the date of this response letter, staff has posted the majority of all approved meeting minutes for all Boards/Commissions/Committees meetings that occurred in the last twelve (12) months. The minutes for the remaining Boards/Commissions/Committees will be uploaded by the end of the 2016 calendar year.

Note: The City Clerk's Office budgeted \$10,000 for fiscal year 2016-17 for support and maintenance of software for the administration of the Boards/Commissions/Committees. The software will improve staff efficiency, while enhancing the online presence of related information, including the opportunity for members of the public to apply online to be appointed to a Board, Commission or Committee.



CL-XXXX

CITY of CALABASAS

August 23, 2016

The Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

RE: Responses to the Recommendations of the 2015-2016 Civil Grand Jury

Honorable Judge Kuhl:

In regard to the 2015-2016 Civil Grand Jury report, we have made modifications to the City's website and have listed responses to recommendations below:

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

The respondent agrees with the finding.

The recommendation has been implemented: Each Commission webpage has been updated to include compensation information.

5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

The respondent agrees with the finding.

The recommendation has been implemented: Each Commission webpage has been updated to include membership information.

The Honorable Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
RE: Responses to the Recommendations of the 2015-2016 Civil Grand Jury
August 23, 2016
Page 2 of 2

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

The respondent agrees with the finding.

The recommendation has been implemented: Each Commission webpage has been updated to include membership information.

5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

The respondent agrees with the finding.

The recommendation has been implemented: Each Commission webpage has been updated to include links to meeting agendas and minutes.

5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

The respondent disagrees wholly or partially with the finding.

Commissions are conspicuously listed under the Government tab on the City's website.

The City of Calabasas, through its website, strives to provide all open government information in an easily accessible manner. We appreciate the suggestions regarding moving information to make it more readily accessible. The City website will be undergoing a renovation and a Request for Proposals will be released in the near future to seek website design services. We are confident that once completed, the update will make the City's website a standard bearer for open government.

Regards,



Anthony M. Corrales
City Manager

/mh



May 1, 2017

Ms. Joanne D. Saliba
Foreperson 2016-17
Los Angeles County Civil Grand Jury
201 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Ms. Saliba:

In a letter dated February 21, 2017, I indicated that the City of Carson would complete changes to its website by April 30, 2017 to provide more information and transparency regarding Commissions, Committees and Boards, as requested by the Civil Grand Jury.

This letter serves as a follow up to my letter indicating that the City has made the changes to its website. I invite you to check the website out at <http://ci.carson.ca.us/Government/CCBoard.aspx>.

I am confident the Grand Jury and public will be better educated and served by these changes.

If you have any questions, please contact Interim Assistant City Manager, Dr. Jim Hart, at (310) 952-1730 or by email at jamesh@carson.ca.us.

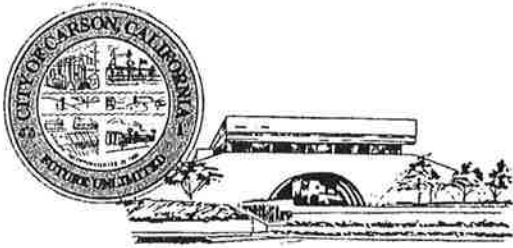
Sincerely,



Kenneth C. Farfing
City Manager

KCF/JH

cc: Mayor Robles
MPT Davis-Holmes
Councilmember Santarina
Councilmember Hilton
Councilmember Hicks, Sr.
Dr. James hart, Interim Assistant City Manager
Sunny Soltani, City Attorney
Mr. Douglas Benedict, Chair Continuity Committee



CITY OF CARSON

December 21, 2015

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Attention: Bart Benjamins, Foreperson
Rene Childress, Chairperson, Continuity Committee

Re: Status of Recommendation No. 15.5 - City of Carson

5.5
ERROR
IN TRANSMISSION
(AL)

Honorable Persons of the Civil Grand Jury:

The City of Carson thanks you for the follow-up on the FY2013-2014 recommendations from the Civil Grand Jury on our municipal finance practices and policies. Your December 10th letter specifically requested an update on Recommendation 15.5 that "Cities should establish a policy requiring financial policies and procedures to be reviewed annually and updated at least once every three years." The status at the time was reported as presenting the policy to the City Council at the end of the FY2013-2014.

The City Council adopted Resolution No. 12-014 on February 5, 2013 which set forth various financial policies. Since that time the City experienced a high degree of turnover in both the Finance Director and City Manager positions and we were unable to complete the annual review. The City has had two Acting Finance Directors in that period of time and is hiring a new permanent director in January of 2016. Also, during this period of time the City has had three interim City Managers, which I served as Interim from July to December of 2015. I started on a full time basis on December 15th and was unaware of the Civil Grand Jury's recommendations until your most recent letter.

The City Council did however review our financial policies as part of the adoption of the FY2015-2016 budget, which was adopted on November 17th. The Council directed an update to our financial policies as part of the FY2016-2017 budget process. This will also allow our new

Finance Director to provide her recommendations to our City Council. We appreciate the follow-up by the Civil Grand Jury and will continue to implement financial best practices.

Please feel free to reach me via email: kfarfsing@carson.ca.us or call my office (310) 952-1728 for any questions you may have.

Sincerely,



Kenneth C. Farfsing
City Manager

KCF/dg

CC: Albert Robles, Mayor
Elito Santarina, Mayor Pro Tem
Lula Davis-Holmes, Councilmember
Jawane Hilton, Councilmember
Donesia Gause, Councilmember
Mr. Cecil Rhambo, Assistant City Manager
Ms. Kathryn Downs, Finance Director
Mr. Boris Sztorch, Acting Finance Director
Ms. Trini Catbagan, City Controller



CITY OF CERRITOSSM

CIVIC CENTER • 18125 BLOOMFIELD AVENUE
P.O. BOX 3130 • CERRITOS, CALIFORNIA 90703-3130
PHONE: (562) 860-0311 • CERRITOS.US



March 22, 2017

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Subject: **APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE
PUBLIC TRUST – 2015-2016 Los Angeles County Civil Grand Jury**

CITY OF CERRITOS RESPONSE TO RECOMMENDATIONS

Enclosed please find the City of Cerritos' response to the above referenced report as required by the Civil Grand Jury.

Please contact our office if you require any further assistance with this matter.

Sincerely,

Vida Barone, City Clerk

/enclosure

5.1 Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

The recommendation has not yet been implemented, but will be implemented within the next three (3) months.

The City currently lists this information on the official roster of appointed/elected officials and will add this information to the City website.

5.2 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

The recommendation has not yet been implemented, but will be implemented within the next three (3) months.

The City currently lists this information on the official roster of appointed/elected officials and will add this information to the City website. Elected officials may not serve on City Commissions or Committees where the appointment is made by the City Council.

5.3 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

The recommendation has not yet been implemented, but will be implemented within the next three (3) months.

The City Council, as a practice, does not allow commissioners to serve on more than one commission or committee at a time. The City will amend its resolutions to reflect this practice.



CITY OF CLAREMONT

Tony Ramos, City Manager

City Hall
207 Harvard Avenue
P.O. Box 880
Claremont, CA 91711-0880
FAX (909) 399-5492
www.ci.claremont.ca.us

City Manager • (909) 399-5441
City Clerk • (909) 399-5460
Community Information • (909) 399-5497
Personnel • (909) 399-5450
Technology • (909) 399-5462

February 8, 2017

Joanne D. Saliba, Foreperson
Douglas Benedict, Chair of the Continuity Committee
2016-17 Los Angeles County Civil Grand Jury
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Dear Ms. Saliba and Mr. Benedict:

The City of Claremont received your Final Report with findings and recommendations regarding **Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, and 5.3**. Below is the City's response to the Grand Jury's recommendations:

Section 5.1 – The City has implemented the recommendation

Section 5.2 – The City has implemented the recommendation

Section 5.3 – The City has implemented the recommendation

The City's website section, "Commissions," has been updated to reflect each commission's compensation, whether commissioners may serve on more than one commission, and if elected officials may serve on the commission.

Please consider this issue resolved and no further action required. Should you have questions regarding this matter, you may contact me at (909) 399-5441.

Sincerely,

Tony Ramos
City Manager

c: Shelley Desautels, City Clerk



CITY OF COMMERCE

Ivan Altamirano
Mayor

Tina Baca Del Rio
Mayor Pro Tem

Hugo A. Argumedo
Councilmember

Lilia R. Leon
Councilmember

Oralia Y. Rebollo
Councilmember

September 29, 2016

#122
Reuben

Duplante
#168

The Honorable Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, Ca 90012

Dear Honorable Judge Carolyn B. Kuhl:

This letter represents the City of Commerce's response to the recent Grand Jury report titled *Appointed Commissions: Transparency Will Maintain the Public Trust*, dated June 23, 2016 with a public release date of June 30, 2016. All recommendations listed in the report have been implemented.

- 5.1 compensation is listed on the website and resolution establishing that compensation is included on the website
- 5.2 statement included in the commission facts that elected officials cannot serve on Council established commissions.
- 5.3 statement included that commissioners could not serve on more than one commission except Measure AA
- 5.4 –agenda and minutes are posted on the website under agenda and minutes on the main webpage.

The City of Commerce appreciates the opportunity to respond to the Grand Jury's report and to explain to the Grand Jury the City's continuing efforts to provide transparency to maintain the public trust. If you should have any questions, please do not hesitate to contact me directly at (323) 722-4805, ext. 2252.

Sincerely,

Lena Shumway
City Clerk
City of Commerce



City of Compton

OFFICE OF THE CITY MANAGER

100-10000

Jerome G. Groomes
City Manager

Office: (310) 605-5585

Fax: (310) 761-1455

email: JGroomes@comptoncity.org

September 29, 2016

Hon. Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St., Eleventh Floor, Room 11-506
Los Angeles, CA 90012

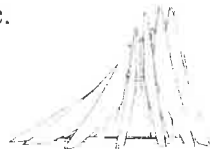
Re: Appointed Commissions: Transparency Will Maintain the Public Trust

Dear Judge Kuhl:

On June 23, 2016, Roger Haley, then City Manager of the City of Compton, accepted service of portions of the above-referenced Civil Grand Jury Report. Mr. Haley's tenure as City Manager concluded on July 26, 2016, at which time Jerome Groomes was appointed interim City Manager.

The City of Compton's was one of 88 city websites studied by the 2015-2016 Los Angeles County Civil Grand Jury for information provided to the public regarding its commissions. Based on that review, the City of Compton's was one of several websites deemed to yield less transparency than citizens expect. Thus, the Civil Grand Jury made five recommendations, to wit:

- 5.1. Los Angeles County and each listed City in Section VI (which includes the City of Compton) should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.
- 5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.
- 5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.



COMPTON CITY HALL

Hon. Carolyn B. Kuhl
Re: Appointed Commissions
September 29, 2016
Page 2 of 2

- 5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.
- 5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

The City of Compton is committed to transparency in government. Accordingly, the City responds to the Civil Grand Jury's recommendations as follows:

- 5.1. The City of Compton agrees with the finding. The recommendation will be implemented in full on or before October 28, 2016.
- 5.2. The City of Compton agrees with the finding. The recommendation will be implemented in full on or before October 28, 2016.
- 5.3. The City of Compton agrees with the finding. The recommendation will be implemented in full on or before October 28, 2016.
- 5.4. The City of Compton agrees with the finding. The recommendation will be implemented in full on or before October 28, 2016.
- 5.5. The City of Compton agrees with the finding. The recommendation will be implemented in full on or before October 28, 2016.

The City will supplement this response when the recommendations are implemented.

Respectfully submitted,


Jerome G. Groomes
City Manager



CITY OF COVINA

125 East College Street • Covina, CA 91723-2199

www.covinaca.gov

178-0664

September 28, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Sent Via Facsimile: (916) 651-4925

**RE: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE
PUBLIC TRUST**

Dear Honorable Presiding Judge Kuhl and Civil Grand Jury:

Pursuant to California Penal Code Section 933 (c), 933.05 (a) and 933.05 (b), enclosed is the written response of the City of Covina to the recommendations contained in the Civil Grand Jury's Final Report titled "Appointed Commissions: Transparency Will Maintain The Public Trust". The City has reviewed the recommendations provided and responded accordingly.

The City appreciates the efforts of the Civil Grand Jury to further promote transparency in government.

Sincerely,

CITY OF COVINA

Donald Penman
Interim City Manager

Enclosure

cc: Honorable Mayor and Members of the Covina City Council
Assistant to the City Manager, Angel Carrillo

City of Covina
Response to 2015-16 Civil Grand Jury Final Report
Appointed Commission: Transparency will Maintain the Public Trust

RECOMMENDATION NO. 5.1.

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response

The City of Covina is in agreement with the Los Angeles County Civil Grand Jury (CGJ) that information regarding compensation to appointed City commission members should be made available on the City's website. In the City of Covina, the only commission that receives a stipend is the Planning Commission. The stipend is a fixed \$200 per month regardless of the amount of meetings held or attended.

In response to Recommendation No. 5.1, the City is in the process of updating all the Boards and Commissions and will in turn update the website to reflect additional information regarding the Boards and Commissions. Currently the City provides information on the website regarding the different Boards and Commissions, but will update and rename the page to "Commission Facts".

RECOMMENDATION NO. 5.2.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response

The City of Covina agrees that information regarding the eligibility of elected officials to serve on the different Boards and Commissions should be made clear on the website. In Covina, elected Council Members are not allowed to serve on any Boards or Commissions. However, the elected City Treasurer is permitted to serve on the Finance Advisory Commission.

In response to Recommendation No. 5.2, the City will update the website to include this information in a renamed "Commission Facts" page that will make it clear to the public as to who, including elected officials, are eligible to serve on each individual Board and Commission.

RECOMMENDATION NO.5.3.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response

The City of Covina agrees that information regarding the eligibility of commissioners to serve on the different Boards and Commissions simultaneously should be made clear on the website. In Covina, it is permissible for people to serve on more than one Board or Commission.

In response to Recommendation No. 5.3, the City will update the website with a renamed "Commission Facts" page that will clearly state that is permissible to serve on more than one Board or Commission at the same time.

RECOMMENDATION NO. 5.4.

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response

The City of Covina agrees that current agendas and timely meeting minutes should be posted for each existing commission on the website. The City of Covina currently posts agendas for Board and Commission meetings.

In response to Recommendation No. 5.4, the City is in the process of updating all the Boards and Commissions and will work to ensure timely meeting minutes are updated on the website.

RECOMMENDATION NO. 5.5

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services".

Response

The City of Covina agrees that cities should have links to information on the Boards and Commissions available on the home page and that they should be conspicuous and easy to find.

In response to Recommendation No. 5.5, the City currently has an easy to navigate and very conspicuous link to a page titled "Boards and Commissions" which is located under "Departments and Services" directly on the home page. Therefore, Recommendation No. 5.5 by the CGJ, is already in practice by the City.



CITY OF CUDAHY CALIFORNIA

Incorporated November 10, 1960

P.O. Box 1007
5220 Santa Ana Street 90201
Cudahy, California 90201-6024
(323) 773-5143
Fax: (323) 771-2072

September 29, 2106

No. 224 RJ: ✓
2.7.17 ✓

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Subject: Appointed Commissions: City of Cudahy Website Transparency

Dear Ms. Shortridge:

It is with great pleasure that we acknowledge receipt of your correspondence dated June 30, 2016 and to advise you that our City added the recommendations numbered 5.1 through 5.4 onto the City website.

Should you have any questions, please feel free to contact me at your earliest convenience.

Sincerely,

Jose E. Pulido
City Manager

Not Addressed in 2015-16/2014-15/2013-14



CITY OF CUDAHY CALIFORNIA

Incorporated November 10, 1960

does this need follow up

P.O. Box 1
5220 Santa Ana St
Cudahy, California 90201-6
(323) 773-5
Fax: (323) 771-2

August 13, 2013

URGENT COMMUNICATION

Los Angeles County Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

State Senator Ricardo Lara
115 Pine Avenue, Suite 430
Long Beach, CA 90802

Assembly Member Anthony Rendon
12132 South Garfield Avenue
South Gate, CA 90280

Cc: Rick R. Olivarez
Cudahy City Attorney
1100 S. Flower St., Suite 2200
Los Angeles, CA 90015

Re: Mayoral Request for Forensic Audit Engagement

Ladies and Gentlemen:

I am the newly-elected Mayor of the City of Cudahy, CA, (the "City") writing to request your immediate support for a forensic audit and/or investigation by the Los Angeles County Civil Grand Jury, with a focus on evaluating the City's internal financial controls and selected financial transactions. I am appealing to your organization, given your "watch-dog" authority to investigate county, city, and joint-power agencies within the County of Los Angeles. You have the governmental authority to audit operations, accounts and records of officers and departments within such agencies.

This letter also complements my ongoing efforts with the Office of the California State Controller to initiate a similar forensic examination by a regulatory authority at the state level. Between November 2012 and June 2013, I have written several letters and engaged in numerous telephone communications with the Audit Division of the State Controller's Office. As of the date of this letter, the State Controller is evaluating my request but no commitment has been made. I am appealing to any and all governmental authorities, including your office at the Los Angeles County Civil Grand Jury, for intervention in my City.

I was elected as a government reformer in the City's municipal election of March 2013, and installed formally as Mayor on April 4, 2013. My newly-elected colleagues and I have inherited serious financial problems and internal control deficiencies (which I will highlight herewith), in the aftermath of the largest corruption scandal in the history of our City. I am requesting an audit as soon as possible, based on the following considerations:

- (i) the recently released 2012-2013 Los Angeles County Civil Grand Jury Final Report, dated June 28, 2013, which ranked the City of Cudahy in last place among 88 cities in Los Angeles County, in terms of "Governance and Financial Management Best Practices", and which ranked the City of Cudahy consistently near the bottom across a variety of fiscal health criteria;
- (ii) the City's well-documented criminal investigations and historical instances of illegal activity (as stipulated in 2012 publicly filed plea agreements involving past city officials);
- (iii) serious opinion qualifications and disclaimers by the auditors of the City's financial statements in 2012 and 2011, respectively;
- (iv) lack of recent independent validation surrounding the City's internal controls, since the City's most recent Single Audit conducted in 2010, under Office of Management & Budget (OMB) Circular A-133 guidelines; and
- (v) observations regarding serious deficiencies and material weaknesses in the internal control environment.

I am making an urgent plea for your intervention, as Mayor of the City of Cudahy on behalf of my constituents, and as a Certified Public Accountant, licensed by the California Board of Accountancy. I am a former auditor of public companies, including Securities & Exchange Commission (SEC) registrants, as well as government agencies and municipalities. I was previously employed by the public accounting firms of KPMG LLP and Ernst & Young LLP. I also hold investment banking certifications by the Financial Industry Regulatory Authority (FINRA, series 63 and series 79) and an MBA with extensive operations management and internal controls experience.

In my professional opinion, I believe the City needs an authoritative and truly independent forensic audit which the Los Angeles County Civil Grand Jury is uniquely positioned to address, given its jurisdictional and regulatory authority. To facilitate your evaluation process, I present a summary of my City's extenuating circumstances which warrant immediate attention by the Los Angeles County Civil Grand Jury – outlined herewith:

1. On June 22, 2012, three City of Cudahy ("City") officials, including two long-term members of the City Council and a senior member of the City's management, were arrested by the FBI on federal corruption charges, in connection with the largest public scandal in the history of Cudahy.
2. The aforementioned officials entered into publicly filed plea agreements stipulating as to certain acts of bribery, kickbacks, and misuse of public funds.
3. The aforementioned criminal proceedings resulted in the high profile resignation of the implicated Council Members in 2012, and my subsequent appointment (in September 2012) to the City Council on an interim basis.

4. In June 2012, just weeks before the FBI raid, Los Angeles County prosecutors launched an investigation after the Los Angeles Times reported that the former City Manager (terminated in 2011) may have illegally given himself raises.
5. In March 2011, the City terminated the employments of the longtime City Manager and the longtime City Attorney.
6. In March 2011, the City placed the City Clerk and the Human Resources Director on administrative leave.
7. Between 2011 and 2012, additional key employees terminated their employment for various reasons (voluntarily or involuntarily), including the longtime City Finance Director in October 2012.
8. The financial statement audit report for the fiscal year ended June 30, 2011 prepared for the City by Vasquez & Company, LLP, expressed the following opinion: "During the course of our audit we were informed that, according to information available to the general public, certain officials of the City of Cudahy's management and governing body have entered into publicly filed plea agreements stipulating as to the facts that constitute criminal acts including bribery, kickbacks and misuse of public funds".
9. The financial statement audit report for the fiscal year ended June 30, 2011, further expressed the following concerns: "The extent to which these acts affect the City's basic financial statements for the year ended June 30, 2011, has not been determined and the City has refused to authorize us to perform further audit procedures which are required in order for us to make such a determination. We were therefore unable to satisfy ourselves about the fairness of the basic financial statements".
10. The financial statement audit report for the subsequent fiscal year ended June 30, 2012 prepared for the City by Sonnenberg & Company, CPAs, indicated that "management determined that its fund balances and assets required prior period adjustments to the governmental funds" resulting in a combined decrease to net assets equal to approximately \$665,000, across the General Fund, CDBG Fund, and Capital Projects Fund, among other governmental funds.
11. The financial statement audit report for the fiscal year ended June 30, 2012, indicated that expenditures in the General Fund exceeded original budgeted amounts by approximately \$1.3 million during the fiscal year.
12. The financial statement audit report for the fiscal year ended June 30, 2012, indicated that expenditures in the Debt Service Fund exceeded original budgeted amounts by approximately \$1.7 million during the fiscal year.
13. The financial statement audit report for the fiscal year ended June 30, 2012, indicated that expenditures in the CDBG Fund exceeded original budgeted amounts by approximately \$121,000 during the fiscal year.
14. The most recent report on the City's internal controls was dated June 30, 2010, as part of the City's regular "Single Audit" under Office of Management & Budget (OMB) Circular A-133 guidelines (which pre-dates the aforementioned events), and no subsequent audit of the City's internal controls has been performed since that time.

15. The City disburses a significant volume of checks to vendors and providers of professional services (some of which relate to contracts executed during the tenure of the aforementioned City officials and in some cases, involving unfavorable terms for the City).

16. On a regular basis, I have asked for explanation and supporting documentation of key disbursements based on my detailed review of the check register. However, my test sampling is not based on statistical auditing methodologies, and therefore, my procedures are not a reasonable basis for assessing the adequacy of internal controls surrounding disbursements.

17. Between 2012 and 2013, the City did not prepare bank reconciliation statements for a stretch of at least five (5) months, despite my regular requests as a member of the City Council.

18. On November 2, 2012, I sent an urgent letter to State Controller John Chiang, State Senator Ron Calderon, and State Assemblyman Ricardo Lara, requesting support for a forensic audit.

19. On November 2, 2012, I also met with Assemblyman Ricardo Lara in person at the South Gate Office of the Assemblyman urging support for a forensic audit.

20. On January 3, 2013, the audit firm of Sonnenberg & Company, CPAs issued a letter titled "SAS 115: Communication of Material Weaknesses", which identified deficiencies in internal controls, including the following areas: (i) payroll oversight and approval processes, (ii) account reconciliations, (iii) cash disbursements, (iv) lack of supporting documentation, and (v) journal entries. The letter further stated that "consideration of internal control...was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified."

21. On May 13, 2013, after longtime pressure from me to evaluate the City's internal financial controls, the City Council finally agreed to engage the services of a private CPA firm for this purpose. However, the responsibility for determining the scope of agreed-upon procedures was delegated to an ad-hoc committee comprised of council members and staff. Under this scenario, a private CPA firm would be limited to the scope of procedures specifically stipulated in an engagement letter. At minimum, I believe this would compromise the public's perception of independence and objectivity in the design of scope and procedures.

22. On June 2, 2013, the Los Angeles Times newspaper published a story about my request for a forensic examination, as Mayor of the City of Cudahy. The article referenced the City's corruption scandal of 2012, the ensuing federal criminal investigations, and significant concerns from the City's financial statement auditors of fiscal years 2011 and 2012. The Los Angeles Times reported: "The federal cases revealed a city marred by corruption, election-fixing and drug use at City Hall, according to court documents."

23. At the City Council meeting of June 4, 2013, the City Manager announced the resignation of the City's Finance Director. This is the second termination (voluntarily or involuntarily) of a Finance Director, since the start of the current fiscal year. The employment of the predecessor Finance Director terminated in October 2012.

24. Between May and June 2013, I presented management with a number of key inquiries regarding cash management, certain employee allowances, and selected contracts. Many of these inquiries were unanswered or unacknowledged for unreasonably long periods of time, and some of my inquiries remain open as of the date of this letter.

25. At the City Council meeting of June 10, 2013, I introduced (and obtained City Council approval for) a resolution to improve management's responsiveness to City Council inquiries. During the same council meeting, I presented the City Clerk and the City Attorney with a formal Public Records Act request, to ensure delivery of certain documents and invoices related to recent cash disbursements. I am not aware of any historical instance in my city (or elsewhere), involving an incumbent Mayor resorting to the Public Records Act.

26. On June 28, 2013, the Los Angeles County Civil Grand Jury issued its Final Report, which ranked the City of Cudahy in last place among 88 cities in Los Angeles County, in terms of "Governance and Financial Management Best Practices", and which ranked the City of Cudahy consistently near the bottom across a variety of fiscal health criteria.

27. While I welcome any and all audit engagements (including those with a private CPA firm), I believe that only an independent body with regulatory and jurisdictional authority to expand the scope of procedures as appropriate, can generate the public's confidence in an independent, authoritative, and objective evaluation of the City's internal financial controls.

Given the aforementioned circumstances, particularly: (i) the City's well-documented instances of criminal investigations; (ii) serious opinion qualifications and disclaimers by the City's financial statement auditors; (iii) lack of recent independent validation of internal controls; and (iv) observations regarding deficiencies and material weaknesses in the internal control environment; I believe a forensic examination by the Los Angeles County Civil Grand Jury, with a focus on the adequacy of internal financial controls, warranted for the City of Cudahy.

Scope recommendation

Specifically, I recommend an evaluation of the City's system of administrative and internal accounting controls to ensure:

- Effectiveness and efficiency of operations;
- Reliability of financial reporting;
- Compliance with applicable laws and regulations; and
- Adequate safeguards of public resources.

The analysis should include review of accounting and administrative records between July 1, 2011 (the start of fiscal year ended 2012), and the most recent month for which accounting records are available.

Los Angeles County Civil Grand Jury, and Messrs. Lara, Rendon, and Olivarez
August 13, 2013
Page 6 of 6

The results of a forensic examination by the Los Angeles County Civil Grand Jury would provide helpful, independent, and authoritative feedback in critical areas. In addition, a forensic examination would complement ongoing internal efforts to enhance internal controls. Most importantly, the involvement of the Los Angeles County Civil Grand Jury would help rebuild the public's trust, in a community desirous and deserving of honest and responsible government. With this goal in mind, and with the interests of my constituents at heart, I respectfully submit this request.

Very sincerely yours,

A handwritten signature in dark ink, appearing to read "Jack Guerrero". The signature is fluid and cursive, with a large initial "J" and a stylized "G".

Jack M. Guerrero, MBA, CPA
Mayor, City of Cudahy, CA
(323) 821-2670



JOHN M. NACHBAR
CITY MANAGER

CITY MANAGER'S OFFICE

CITY OF CULVER CITY

9770 CULVER BOULEVARD, CULVER CITY, CALIFORNIA 90232-0507

(310) 253-6000

FAX (310) 253-6010

September 29, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge

Los Angeles County Superior Court-Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor-Room 11-506
Los Angeles, CA 90012

Subject: June 2016 County of Los Angeles Civil Grand Jury Report - Appointed Commissions: Transparency will Maintain the Public Trust

Dear Judge Kuhl:

As listed in the Requirements for Response section of the aforementioned County of Los Angeles Civil Grand Jury report, the City of Culver City's position is in agreement with the findings of the report. The Report listed three recommendations for Culver City's website. All of these recommendations have been implemented on the City's website as described below:

- a. *Report Recommendation #5.1 – Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.*

City's Response – The City's website has been updated with compensation details for each commission including details as to whether attendance is mandatory for payment. This information is detailed for each commission under "Board Details".

- b. *Report Recommendation #5.4 – Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.*

City's Response – The City will consistently publish each existing commission's current agenda and timely meeting minutes, which are accessible on the website from the "Agendas" menu item under "City Hall/City Government". In an effort to further comply with this recommendation and to make this link more accessible, the City has added links for Agendas, Minutes, and Meeting Videos available by clicking the "Agendas" link on the City's home page. Additionally, a link to the current commission agenda has been added to each commission's general information page under the "Board Details" tab.

The Honorable Carolyn B. Kuhl, Presiding Judge
September 29, 2016
Page 2 of 2

- c. *Report Recommendation #5.5 – Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments", "Government" or "Services".*

City's Response – The City has added a link to Commissions, Committees, & Boards under the menu option "City Hall / City Government", which is accessible from the home page.

I hope that these responses are satisfactory and meet your requirements. If you have any questions, please do not hesitate to contact me at (310) 253-6008 or via email at shelly.wolfberg@culvercity.org.

Sincerely,



Shelly Wolfberg

Assistant to the City Manager

cc: John M. Nachbar, City Manager
Michele Williams, Chief Information Officer
Serena Wright-Black, Administrative Services Director



Los Angeles
HOUSING + COMMUNITY
Investment Department

CODE ENFORCEMENT

1200 W. 7th Street, 8th Floor, Los Angeles, CA 90017

Carolyn B. Kuhl, Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor - Room 11-506
Los Angeles, CA 90012



City of Diamond Bar

149.0003

21810 Copley Drive • Diamond Bar, CA 91765-4178

(909) 839-7000 • Fax (909) 861-3117

www.DiamondBarCA.gov

September 27, 2016

Fed-Ex 9/27/16

Presiding Judge Carolyn B. Kuhl
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: Appointed Commissions – Transparency and Public Trust

Dear Honorable Judge Carolyn B. Kuhl:

The City of Diamond Bar ("City") is in receipt of the County of Los Angeles Civil Grand Jury Report regarding Appointed Commission. In the following response, the City will indicate its response to the findings, including the recommendation(s) that have been implemented.

Nancy A. Lyons
Mayor

Jimmy Lin
Mayor Pro Tem

Carol Herrera
Council Member

Ruth M. Low
Council Member

Steve Tye
Council Member

FINDINGS

Preliminarily, the Grand Jury report directs the City to indicate, as to each Grand Jury finding, whether it agrees or disagrees wholly or partially with the finding pursuant to Penal Code § 933.05(a) and (b). However, many of the Grand Jury Findings are based upon information submitted only to the Grand Jury and are specific to other jurisdictions. Thus, with respect to many of the findings, City has no information or knowledge which is readily attainable to form a basis for concluding that it agrees or disagrees. Thus, the City's responses will be in the context as if the Finding was specific to the City of Diamond Bar.

The City agrees with Findings # 5, 7, 8, 9, 10, and 12.

As to Findings #1, 2, 3, 11, and 13, the City has no information or belief upon which to either agree or disagree with these Findings.

As to Finding 4, the City partially disagrees in that commission minutes are in the agendas of its commissions, as well as in the City Council agendas, both of which are published and readily available on the City's website.

To Finding 6, the City wholly disagrees with this Finding as minutes of commission meetings are contained in the agendas for the commissions which agendas are published and current. Current commission minutes are also contained in published City Council agendas.

RECOMMENDATIONS

5.1 Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

The City has implemented this recommendation. The City currently has three standing Commissions: Parks & Recreation Commission, Planning Commission, and Traffic & Transportation Commission. Commission information is available by visiting the City’s www.diamondbarca.gov website, clicking on the “Government” tab and visiting the respective Commission website for compensation information, which includes specifics on attendance being mandatory for compensation, and the compensation per attended meeting.

5.2 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

The City has implemented this recommendation. Elected City Council members are not allowed to serve on City Commissions.

5.3 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

The City has implemented this recommendation. There are no prohibitions on serving on more than one commission.

5.4 Each listed City should publish or provide a link to the current agenda and timeline meeting minutes of each existing commission on the website.

The City has implemented this recommendation. The agenda and meeting minutes can now be located by visiting the respective Commission webpage clicking on the link titled “View recent commission meeting agenda documents”.

Presiding Judge Carolyn B. Kuhl
Los Angeles Superior Court
September 27, 2016
Page 3

5.5 Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu under "Department," "Government," or "Services."

The City has implemented this recommendation. The City's website and "Government" tab structure have been revised as follows:

CITY WEBSITE – www.diamondbarca.gov

GOVERNMENT (tab)

City Council (drop down / page)

Commissions and Committees (page)

Parks and Recreation Commission (page)

Planning Commission (page)

Traffic and Transportation Commission (page)

Should you have any questions or require additional information, please contact Assistant to the City Manager Anthony Santos at 909.839.7013 or by email at asantos@diamondbarca.gov.

Sincerely,



Nancy M. Lyons
Mayor

bcc: City Council
Ryan McLean, Assistant City Manager
Tommye Cribbins, City Clerk
David DeBerry, City Attorney



City of Downey

#55

F.S.
a/c/c

August 17, 2016

VIA U.S. MAIL

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: City of Downey Response to 2015-16 Civil Grand Jury Report on
Appointed Commissions: Transparency Will Maintain the Public Trust

Dear Presiding Judge Kuhl:

The City of Downey is in receipt of your letter dated June 23, 2016 regarding
the recommendations contained in the Civil Grand Jury Report required by
California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b)

The City Council approved the attached response to the Civil Grand Jury
recommendations and adopted the comprehensive transparency policy,
which summarizes all our best practices into one document for ease of use.

If you have any questions, feel free to contact me at (562) 904-7284.

Sincerely,

CITY OF DOWNEY

Gilbert A. Livas
City Manager

c: Anil Gandhi, Director of Finance & Information Technology
Yvette M. Abich Garcia, City Attorney

Future Unlimited

CIVIC CENTER
11111 BROOKSHIRE AVE.,
PO BOX 7016
DOWNEY, CALIFORNIA
90241-7016
562-869-7331
www.downeyca.org

LIBRARY
11121 BROOKSHIRE AVE.,
DOWNEY, CALIFORNIA
90241-7016
562-904-7360
www.downeylibrary.org

POLICE DEPARTMENT
10911 BROOKSHIRE AVE.,
PO BOX 7016
DOWNEY, CALIFORNIA
90241-7016
562-861-0771

PARKS & RECREATION
7850 QUILL DR.
DOWNEY, CALIFORNIA
90242
562-904-7238

UTILITIES DIVISION
9252 STEWART & GRAY RD.
DOWNEY, CALIFORNIA
90241-7016
562-904-7202

MAINTENANCE SERVICES
12324 BELLFLOWER BLVD.
DOWNEY, CALIFORNIA
90242
562-904-7194

City of Downey
Response to Recommendations from 2015-16 Civil Grand Jury
Report on Appointed Commissions: Transparency Will Maintain the Public Trust
August 9, 2016

RECOMMENDATION NO. 5.1

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response

The City of Downey agrees with the Grand Jury's recommendation and is currently implementing this recommendation in the complete roster of City Boards and Commissions found on our Commissions web page. The City will also amend the existing web page to add the title "Commission Facts" and will include whether or not a commission is compensated, the compensation amount, and the fact that attendance is mandatory to receive the compensation.

RECOMMENDATION NO. 5.2

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

The City of Downey agrees with the Grand Jury's recommendation and will implement the recommendation by clarifying on the Commissions web page that elected officials are not eligible to serve on the commissions.

RECOMMENDATION NO. 5.3

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

The City of Downey agrees with the Grand Jury's recommendation and is currently implementing this recommendation in the complete roster of City Boards and Commissions found on the Commissions web page. The City will also implement the recommendation to include a clarifying statement that commissioners are limited to one paid commission appointment but may be appointed to multiple unpaid commissions.

RECOMMENDATION 5.4

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

The City of Downey agrees with the Grand Jury's recommendation (which reflects current State law) that commission agendas to be posted according to the Brown Act. Since 2012, the City has been implementing the requirement to post agendas online and provide a link to the agendas on the website per Government Code 54954.2. (a) (1). The City will continue to fulfill this requirement. The City agrees with the recommendation that minutes be posted and is currently implementing for several commissions. The City will comply with the recommendation to post minutes as they are approved at subsequent commission meetings for all commissions.

City of Downey

Response to Recommendations from 2015-16 Civil Grand Jury

Report on Appointed Commissions: Transparency Will Maintain the Public Trust

August 9, 2016

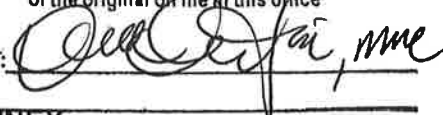
RECOMMENDATION 5.5.

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

The City of Downey agrees with the Grand Jury's recommendation and has already implemented the commissions link as a menu option under the City Clerk Department menu. The City will comply with the recommendation to move the commission link up to a link directly under Departments in addition to the link under the City Clerk Department menu.

RESOLUTION NO. 16-7663

ATTEST:


City Clerk of the City of Downey

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DOWNEY
ADOPTING A COMPREHENSIVE APPOINTMENT AND COMPENSATION
POLICY FOR MEMBERS OF CITY BOARDS AND COMMISSIONS**

WHEREAS, the City Council of the City of Downey is committed to transparency and the upholding of the public's trust in government; and,

WHEREAS, Section 900 of the City Charter notes the vested right of the City Council to create advisory boards and commissions with powers and duties specified in the City Charter and/or in specified city ordinances; and,

WHEREAS, Section 902 of the City Charter specifies that the boards and commissions are appointed by the City Council from voters of the City, none of whom may be paid office holders or employees of the City government; and,

WHEREAS, Section 901 of the City Charter specifies the Council's authority to appropriate funds in the annual City budget for the efficient and proper functioning of the advisory boards and commissions; and,

WHEREAS, the past practice of the City of Downey has been that an appointed board member or commissioner may serve on more than one board or commission, provided that the individual serves on no more than one compensated board or commission; and,

WHEREAS, the City Council sets by resolution the compensation for boards and commissions; and,

WHEREAS, the 2015-16 Los Angeles County Civil Grand Jury has provided recommendations regarding transparency in appointment and compensation of city appointed boards and commissions, the majority of which have been implemented by the City of Downey since its incorporation in 1956; and,

WHEREAS, by this Resolution, the City Council confirms certain policies and practices as it relates to the appointment and compensation of members of City Boards and Commissions.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DOWNEY DOES
HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. That no City Council Member or City Employee may serve on a City Council appointed advisory board or commission (excepting uncompensated City Council subcommittees and boards of 501(c)3 nonprofit foundations).

SECTION 2. An individual may serve on only one compensated advisory board or commission, but may serve on additional uncompensated boards or commissions.

SECTION 3. Compensation for members of city board and commissions is set by Resolution of the City Council of the City of Downey.

SECTION 4. A board member or commissioner must be present for a meeting with a quorum in order to receive compensation for attendance.

SECTION 5. Reimbursement for commission or board related expenses must be authorized in advance and remitted according to the City's established policies.

SECTION 6. Nothing contained in this Resolution modifies or amends any existing city charter provision, policy, rule, law or regulation related to the appointment and compensation of members of City boards and commissions.

SECTION 7. The City Clerk shall certify to the adoption of this Resolution.

APPROVED AND ADOPTED this 9th day of August, 2016.



ALEX SAAB, Mayor

ATTEST:



ADRIA M. JIMENEZ, MMC
City Clerk

I HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of the City of Downey at a Regular Meeting held on the 9th day of August 2016, by the following vote, to wit:

AYES:	Council Members:	Ashton, Brossmer, Marquez, Vasquez, Mayor Saab
NOES:	Council Members:	None.
ABSENT:	Council Members:	None.
ABSTAIN:	Council Members:	None.



ADRIA M. JIMENEZ, MMC
City Clerk



City of Duarte

Sixteen Hundred Huntington Drive, Duarte, California 91010-2592
Tel 626-357-7931 FAX 626-358-0018 www.accessduarte.com

March 22, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA. 90012

Mayor
Samuel Kang
Mayor Pro Tem
Margaret E. Finlay
Councilmembers
John Fasana
Tzeitel Paras-Caracci
Liz Reilly
City Manager
Darrell George

Subject: Response to Interim Report by the 2015/2016 Los Angeles County Civil Grand Jury – Inadequate El Niño Planning for County Homeless Population

The City of Duarte appreciates the concern of the Los Angeles County Civil Grand Jury related to the impact the forecasted El Niño storms will place on the County's homeless population. The City of Duarte acknowledges the recommendations by the Civil Grand Jury in its Interim Report and provides this letter to respond to the recommendations.

The City of Duarte is a member of the San Gabriel Valley Council of Governments (SGVCOG), which is made up of 31 cities, 3 Los Angeles County Supervisorial Districts, and 3 Municipal Water Districts located in the San Gabriel Valley. The SGVCOG serves as a regional voice for its member agencies and works to improve the quality of life for the more than 2 million residents living in the San Gabriel Valley. Cities within the SGVCOG region are impacted by homelessness and recognized, that individually, each city did not have the resources to meaningfully address the homeless issue on their own.

Every January, the County of Los Angeles together with SGVCOG member cities work with the Los Angeles Homeless Service Authority (LAHSA) to perform a point in time count of people who are homeless in each city. According to the official count conducted on January 26, 2016, a total of 9 homeless individuals were identified by volunteers within a total of 4 census tracts within the City of Duarte. It should be noted that the City of Duarte participated in the 2015 Homeless Count and a total of 23 homeless individuals were identified.

Recognizing the need to address homelessness, SGVCOG member agencies have joined together in an ongoing coordinated effort to combine resources to respond and reduce the

number of homeless in the SGVCOG region. In 2015, the SGVCOG partnered with Union Station Homeless Services to provide a coordinated entry system for homeless in the San Gabriel Valley. In 2014, Union Station Homeless Services partnered with the United Way and LAHSA to become the lead homeless agency in the San Gabriel Valley, coordinating the efforts of over 40 social service agencies in an effort to end chronic veteran and family homelessness in the region.

The City of Duarte believes that the partnerships created meet the long term intent to reduce homelessness in the San Gabriel Valley and satisfy the recommendations in the Civil Grand Jury's Interim Report. Below are the responses to the Los Angeles County Civil Grand Jury Interim Recommendations:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

The City of Duarte understands the challenges presented in the Grand Jury Interim Report on El Niño Planning for the County's homeless population. The City of Duarte has been working cooperatively for years with multiple agencies to address and safeguard the well-being of the region's homeless population, both during the immediate threat of El Niño and in the long term. The City of Duarte recognizes that the lead agency for our area is the Los Angeles County Homeless Services Authority (LAHSA). LAHSA is statutorily charged with the provision of resources, including sheltering, for the entirety of Los Angeles County. LAHSA's primary role is to coordinate the effective and efficient utilization of Federal and local funding in providing services to homeless families and individuals in Los Angeles County. As such see the attached 2015-16 Winter Shelter Program Schedule.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

In a proactive response to the El Niño storm forecast, Los Angeles County, via LAHSA, opened emergency shelters for people who are homeless during the months of November through March. This "winter shelter" system is designed specifically for people on the streets who are experiencing inclement weather, and provides shelter, food, clothing, and support services. Additionally, the Department of Mental Health and the Los Angeles County Sheriff Department, as well as the Corps of Engineers, Senator Grace Napolitano, the City of Duarte, and other service providers, have been conducting outreach in riverbed areas and flood channels in advance of predicted El Niño storms.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

In 2010, the City of Duarte Development Code was created, which identified particular zones for emergency sheltering. The following zones are permitted as emergency shelter zones: Hospital, Industrial and Public Facility Zones. Per Duarte Development Code Section 19.14.020, 19.16.020, and 19.18.020 Emergency Shelters are permitted by right, meaning that without special permits or approvals, emergency housing can be provided. This is consistent with California Government Code Section 65583(a)(4a).

Given the initiatives already undertaken to alleviate the impacts of El Niño on homeless persons in Duarte, the City has not identified any health, fire, or safety standards that it believes would provide cognizable additional benefits, or that should be relaxed, given the balance the City must strike between addressing the specific issues raised by this temporary climatic condition on the homeless, and the broader protections such fire, health, and safety standards directly provided to those seeking shelter, the volunteers who serve them, and the public at large.

IR1.4. The County of Los Angeles and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

As indicated above the City of Duarte amended its code in 2010 to identify and allow for emergency shelter.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos, to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

The attached LAHSA 2015-16 Winter Shelter Program includes shelter locations and a free transportation schedule. Additionally, the City of Duarte issues ponchos to Los Angeles County Deputy Sheriff's assigned to patrol Duarte to hand out to homeless individuals in need. The City of Duarte has its own animal control agency and has the ability to house small pets for a short period of time in emergencies.

IR1.6 The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

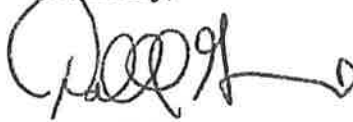
The City of Duarte agrees that partnerships with non-governmental entities are essential in addressing the critical short-term and chronic long-term needs of our homeless residents. The City of Duarte partners with LAHSA, Union Station, Foothill Unity Center, and Foothill Family Services to assist in the needed distribution of supplies.

IR1.7 Public Service Announcement should be made throughout Los Angeles County about the location of public building shelters available to unsheltered people, including public transportation when needed.

The City of Duarte agrees public service announcements are essential to continue spreading the word about the location and availability of shelters, including public transportation. That is why the City, through its partnership with LAHSA and Union Station and its contract with the Los Angeles County Sheriff Department, has been providing outreach efforts to homeless individuals that have been identified in encampments and hotspots. Additionally, local newspapers and media outlets provide information about shelters, handouts are provided at City buildings, shelter information is posted on the City Hall message board, and Deputy Sheriff personnel carry handouts in their patrol vehicles.

The City of Duarte appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury Interim Report recommendations. If you need further assistance, please feel free to contact our Director of Public Safety Brian Villalobos at bcvillal@lasd.org or by phone at (626) 357-7938 x302.

Sincerely,

A handwritten signature in black ink, appearing to read 'Darrell George', with a stylized flourish at the end.

Darrell George
City Manager



City of El Segundo

Office of the City Manager

Elected Officials:

Suzanne Fuentes,
Mayor
Drew Boyles,
Mayor Pro Tem
Michael Dugan,
Council Member
Carol Pirsztuk,
Council Member
Dr. Don Brann,
Council Member
Tracy Weaver,
City Clerk
Crista Binder,
City Treasurer

Appointed Officials:

Gr...enter,
Manager
Mark W. Hensley,
City Attorney

Department Directors:

Joseph Lillio,
Finance
Chris Donovan,
Fire Chief
Martha Dijkstra,
Human Resources
Debra Brighton,
Library Services
Sam Lee,
Planning and
Building Safety
Mitch Tavera,
Police Chief
Stephanie Katsouleas,
Public Works
Meredith Petit,
Recreation & Parks

www.elsegundo.org
www.elsegundobusiness.com

September 22, 2016

Presiding Judge

Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

**RE: Response to the Los Angeles County Civil Grand Jury (CGJ)
Report Entitled Appointed Commissions: Transparency Will
Maintain the Public Trust**

Honorable Presiding Judge:

The City of El Segundo ("City") is in receipt of the above-referenced Civil Grand Jury Final Report ("Report"). The City thanks the Civil Grand Jury for its efforts on the final report and the opportunity to respond thereto. As required by Penal Code § 933.05, this letter constitutes the City's formal response to both the findings and the recommendations.

Findings

The report contains 13 findings which apply generally to all of the entities that were the subject of the investigation (*i.e.*, Los Angeles County and the 88 cities within the County). As to **Findings #2, 3, 11 and 13**, those findings do not pertain to the City and the City does not have sufficient information to either accept or deny the findings, and therefore disputes the findings on that basis. With regard to **Finding #1, 4, 5, 6, 7, 8, 9, 10, 12**, the City does not have verification of facts nor do the findings elicit a conclusive answer to agree or disagree, therefore, on that basis, we neither agree nor disagree with the findings.

Recommendations

The report contains five recommendations and the City responds to each as follows:

Recommendation 5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

City's Response:

The recommendation has been implemented. Information on compensation has been added to the section of the Commissions, Committees, and Boards fact pages on the City's website.

Recommendation 5.2. Los Angeles County and each listed city should add to "Commission Facts" for each commission whether or not elected official may serve on it.

City's Response:

The recommendation has been implemented. Information on eligibility of elected officials to serve on a Commissions, Committees, and Boards has been added to the section of the Commissions, Committees, and Boards fact pages on the City's website.

Recommendation 5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

City's Response:

The recommendation has been implemented. Information on the ability of a Commissions, Committees, and Boards member to serve on more than one commission has been added to the section of the Commissions, Committees, and Boards fact pages on the City's website.

City of El Segundo
Response to Civil Grand Jury Report
"Appointed Commissions"
September 22, 2016
Page 3 of 3

Recommendation 5.4. Each listed city should publish or provide a link to the current agenda and the meeting minutes for each meeting of each existing commission on the website.

City's Response:

The recommendation has already been implemented. Agenda and minutes are published and has been added to the section of the Commissions, Committees, and Boards fact pages on the City's website. With the exception of a couple of Committees, the Arts and Culture Advisory Committee and Technology Committee, that are in the process of being formed with the estimated first meeting in October 2016. A fact sheet is already on the City website for said two Committees with a link to its agenda and minutes to be automatically populated before and after each meeting.

Recommendation 5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

City's Response:

The recommendation has already been implemented. The City added a link to the front page of its website titled, "Committees, Commissions, & Boards" dedicated to the City's Committees, Commissions, and Boards facts pages.

Again, the City would like to express its appreciation to the Grand Jury and its efforts in reviewing the websites of Los Angeles County and the 88 cities in an effort to provide more transparency regarding local commissions. Thank you for the opportunity to respond. Please contact me if I can be of any further assistance.

Sincerely,



Greg Carpenter,
City Manager

cc: City Council
Mark D. Hensley, City Attorney



CITY of GARDENA

ELECTED and ADMINISTRATIVE OFFICES – CITY MANAGER

1700 WEST 162nd STREET

/ GARDENA, CALIFORNIA 90247-3732

/ PHONE (310) 217-9503

WEB SITE: www.ci.gardena.ca.us

MARK E. HENDERSON, *Mayor Pro Tem*

TASHA CERDA, *Councilmember*

DAN MEDINA, *Councilmember*

TERRENCE TERAUCHI, *Councilmember*

MINA SEMENZA, *City Clerk*

J. INGRID TSUKIYAMA, *City Treasurer*

MITCHELL G. LANSDELL, *City Manager*

PETER L. WALLIN, *City Attorney*

August 29, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Rm. 11-506
Los Angeles, CA 90012

**Subject: CITY OF GARDENA RESPONSE TO THE CIVIL GRAND JURY'S FINDINGS AND
RECOMMENDATIONS RE. APPOINTED COMMISSIONS: TRANSPARENCY WILL
MAINTAIN THE PUBLIC TRUST**

Dear Honorable Presiding Judge Kuhl:

Pursuant to Civil Grand Jury letter dated June 23, 2016, the City of Gardena is providing its response as required by California Penal Code Sections 933(c), 933.05(a), and 933.05 (b).

For purposes of subdivision (b) of Section 933, as to each Grand Jury finding, the City of Gardena agrees with the finding(s). For the purposes of subdivision (b) of Section 933, as to each Grand Jury recommendation, the City of Gardena is reporting that the recommendations have been implemented with a summary regarding the implemented action. The findings and required actions are as follows:

1. **Finding 5.1:** Los Angeles County and each listed city is Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response: The City of Gardena's website has been updated to include compensation amount for each commission position and whether attendance is mandatory for payment.

2. **Finding 5.2:** Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response: The City of Gardena's website has been updated include the verbiage that elected officials may not serve on any commission in the City of Gardena.

3. **Finding 5.3:** Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response: The City of Gardena's website has been updated to include verbiage that commissioners are allowed to serve on more than one commission at the same time, for each commission in the City of Gardena.

4. **Finding 5.4:** Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response: The City of Gardena's website has provided a link to the current agenda and timely minutes prior to issuance of Finding 5.4.

Should you need any further information, please do not hesitate to contact me.

Respectfully,



MITCHELL G. LANSDELL
City Manager

MGL:nw

c: Members of Gardena City Council
Department Heads

September 20, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor-Room 11-506
Los Angeles, CA 90012

RE: Civil Grand Jury Report on Appointed Commissions: Transparency Will Maintain the Public Trust

Dear Judge Kuhl,

The City of Glendale received the Los Angeles County Civil Grand Jury Report, "Appointed Commissions: Maintaining the Public." Please know that the City of Glendale is in full agreement with the Civil Grand Jury in that providing information in an accurate and accessible manner is a legitimate public interest and is an important aspect of maintaining the public's trust. Transparency has always been a priority to the City of Glendale, and as such, most of what was required by this report was already posted on the City's website.

The City of Glendale has implemented the three recommendations made by the Civil Grand Jury:

5.1 Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether the compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, stat that none is provided.

Title 2 of the Glendale Municipal Code lists each board or commission of the City of Glendale, which includes composition, appointment – compensation, qualifications, terms of office, etc. Each board and commission indicates that members serve without compensation. As such, the City of Glendale added the following information to each board and commission page under "Membership": "No compensation."

5.2 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

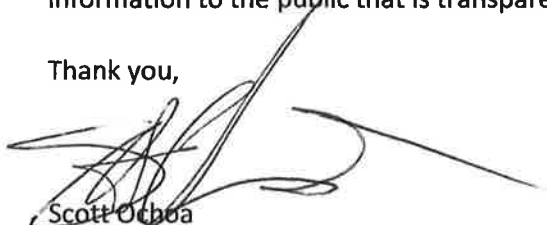
According to Glendale Municipal Code 2.36.010(b), elected officials shall not service on any board or commission...except where an ordinance specifically permits or requires a member to be an elected official." As such, the City of Glendale added the following information to each board and commission page under "Qualifications": "Elected officials may not serve on the board/commission."

5.3 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

According to Glendale Municipal Code 2.36.010(b), "no person may serve on a board or commission under this title while concurrently serving on another board or commission under this title..." As such, the City of Glendale added the following information to each board and commission page under "Qualifications": "Active commissioners are not allowed to serve on more than one board/commission/committee (as defined in Title 2 of the Glendale Municipal Code) at the same time."

The City of Glendale thanks the Civil Grand Jury for its service and is happy to do its part to provide information to the public that is transparent and accessible.

Thank you,



Scott Ordoa
City Manager
City of Glendale

87 - Ronnie



CITY OF GLENDORA CITY HALL

(626) 914-8200

116 East Foothill Blvd., Glendora, California 91741

www.ci.glendora.ca.us

August 31, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street - Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Appointed Commissions: Transparency will maintain the Public Trust

Dear Judge Kuhl:

Following is a response to the Grand Jury letter dated June 23, 2016. The letter requested responses to all recommendations in the Civil Grand Jury Report.

Following are the recommendations for the City of Glendora:

Recommendation	Response
5.1 – identify compensation paid and the amount for each commission	Section 933.05 (a): agreed with finding Section 933.05 (b): implemented change
5.2 – identify whether elected officials may serve on Commission	Section 933.05 (a): agreed with finding Section 933.05 (b): implemented change
5.3 – identify whether or not commissioners are allowed to serve on more than one commission at the same time	Section 933.05 (a): agreed with finding Section 933.05 (b): implemented change
5.4 – publish link to current agenda	Not a recommendation. However, a link was added
5.5 – add conspicuous Commissions as menu option under Departments/Government	Section 933.05 (a): partially disagreed with finding. Website had government section implemented in 2015. It is possible the upgrade to the City Website was made after the grand jury had done its search. Section 933.05 (b): implemented change

Below is the link to the City of Glendora website. In addition, attached is an image of the web page that is available to the public.

<http://www.ci.glendora.ca.us/departments-services/government/boards-commissions-and-committees-copy>

Sincerely,

CITY OF GLENDORA

Chris Jeffers
City Manager

Attach.

PRIDE OF THE FOOTHILLS

- Boards, Commissions and Committees

+ Business Improvement District (BID) Advisory Board

Community Services Commission

Investment Advisory Committee

Library Board

Planning Commission

SGV Mosquito & Vector Control

Water Commission

Vacancies

Boards, Commissions and Committees Application

Departments » Government »

BOARDS, COMMISSIONS AND COMMITTEES

Font Size: [+](#) [-](#) [+](#) Share & Bookmark [\[+\]](#) Feedback [Print](#)



ETHICS TRAINING



APPLICATION FOR APPOINTMENT TO CITY COMMISSION OR BOARD



AGENDAS, MINUTES & MEETINGS ON VIDEO



APPOINTMENT LIST (MADDY ACT)

The City of Glendora has seven Commissions and Boards acting in an advisory capacity to assist the City Council and City staff in the management of City affairs.

The City of Glendora has established Boards, Commissions, and Committees made up of citizens who volunteer their time and act in an advisory capacity to the City Council and city staff in the management of City affairs. Members of boards, commissions and committees serve at will and at the pleasure of the City Council (GMC 52.04.060), receive no compensation and are only eligible to serve on one commission at a time. Besides a willingness to serve, most of the Boards, Commissions, and Committees have no formal background requirement established; however, experience in the specific area of concentration is desirable.

Fast Facts about City Boards, Commissions and Committees

Appointed officials must be registered to vote, are required to attend meetings on a regular basis, and upon appointment must complete AB 1234 Ethics Training and Brown Act Training within one year of appointment and every two years thereafter, and may be required to file a Statement of Economic Interests (Form 700) upon appointment and annually thereafter.

Appointed officials are ineligible to serve on city boards, commissions or committees that serve a particular city department if the candidate's relative is employed by the city in the same department serving as liaison to the board, commission or committee or if they are currently an elected official of the City of Glendora.

Appointed officials are prohibited by state law from making campaign contributions to elected officials who appointed them (Proposition 208).

The City solicits applications from persons interested in actively participating in local government. If you are interested in applying for appointment click on the "Application for Appointment" button at the top of the page. For additional information contact the City Clerk's Office at (626) 914-8210 or via email at city.clerk@ci.glendora.ca.us.

Notice	Board, Commission or Committee	Deadline to Apply
2016 Unscheduled Vacancy	Water Commission	September 6, 2016
2016 Vacancy - Extended Deadline	BID Advisory Board & Investment Advisory Committee	Until Filled

Free viewers are required for some of the attached documents. They can be downloaded by clicking on the icons below





1800-4400
"Our Youth - Our Future"

CITY OF HAWAIIAN GARDENS

September 30, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Response to 2015-2016 Grand Jury Report – Appointed Commissions

In response to the findings stated in the report the City of Hawaiian Gardens agrees with the findings and will be updating their website to include the recommended information for the appointed commissions. This update to the website will be completed no later than November 30, 2016. We will add a section labeled **Commission Facts**. The three items recommended in the Grand Jury Report, and shown below, will be included under this section

- 5.1 --For each commissions it will indicate if compensation is paid, the amount and if attendance is mandatory for payment
- 5.2 – For each commission it will indicate if elected officials may or may not serve on these commissions
- 5.3 – For each commission it will state whether or not commissioners are allowed to serve on more than one commission at the same time

If you need any additional information, please contact me.

Linda Hollinsworth
Interim City Manager

CITY OF HAWTHORNE



4455 West 126th Street • Hawthorne, California 90250-4482

March 22, 2017

Via Regular U.S. Mail & Facsimile @ 442-247-3890

Joanne D. Saliba, Foreperson
Douglas Benedict, Chair
Los Angeles County – Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: City of Hawthorne's Response to "Appointed Commissions Transparency
Will Maintain the Public Trust, Sections 5.1, 5.2, 5.3, 5.4, 5.5

Dear Ms. Saliba and Mr. Benedict:

Please find the City of Hawthorne's responses to 5.1, 5.2, 5.3, 5.4 and 5.5:

- 5.1 Implemented. No further action required.
- 5.2 Implemented. No further action required.
- 5.3 Implemented. No further action required.
- 5.4 Partially Implemented. Agendas and minutes are posted for Civil Service Commission, Parks and Recreation Commission, Planning Commission, Senior Citizen's Commission, and Veteran's Affairs' Commission. The City does not presently have a quorum for the Youth Commission so no agendas are posted. As soon as the vacancy on the Youth Commission is filled, the City will commence posting the agendas and minutes.
- 5.5 Implemented. No further action required.

If you should have any questions please do not hesitate to contact me or the City Attorney, Russell Miyahira.

Very truly yours,

Arnold Shadbeh
Interim City Manager



City of Hermosa Beach

Civic Center, 1315 Valley Drive, Hermosa Beach, California 90254-3885

September 30, 2016

(SENT BY REGULAR MAIL, FAX, EMAIL)

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Written Response to Grand Jury Report Recommendations

Thank you for your recommended improvements to increase our website's transparency and the public's accessibility to relevant information regarding City-appointed boards and commissions. We strive in all matters to maintain transparency and easy public access, but there is always room for improvement. I agree with the Grand Jury's findings regarding 5.1, 5.2 and 5.3 and yesterday completed implementing those recommendations on our board/commission homepage (our commission fact page) as follows:

- The first paragraph, second sentence, addresses 5.1, and now reads "Board and commission members provide a valuable service and serve in a voluntary capacity, without compensation."
- The second paragraph, third sentence, addresses both 5.2 and 5.3, and now reads "The composition of all standing boards and commissions excludes current City elected officials, and no members serve on more than one board/commission at the same time."

I further amended our webpage to include the Municipal Code Section for each body, along with the staff liaison. I also moved to the bottom of the webpage (at least for now) the two inactive committees, noting their inactive status, but my inclination is to simply remove them from the page altogether to avoid any possible confusion and unnecessary clutter. Additional information (including board/commission member names and a link to the agendas/minutes) is now available by clicking on the particular board or commission.

This now-revised fact page is also the "cover sheet" attached to all application forms picked up in my office, which identifies only the six currently active City boards and commissions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Elaine Doerfling".

Elaine Doerfling
City Clerk
(310) 318-0203
edoerfling@hermosabch.org



City of Hidden Hills

6165 Spring Valley Road • Hidden Hills, California 91302
(818) 888-9281 • Fax (818) 719-0083

September 13, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
11th Floor – Room 11-506
Los Angeles, California 90012

Subject: Response to the 2015-2016 Los Angeles County Civil Grand Jury – Appointed Commissions: Transparency Will Maintain the Public Trust Report

Honorable Judge Kuhl:

The City of Hidden Hills understands the concerns expressed in the Los Angeles County Civil Grand Jury report related to transparency of Appointed Commissions released on June 30, 2016 (Report). On behalf of the City of Hidden Hills, please accept this as our official response to the Report.

FINDINGS 1 THROUGH 13 - CITY RESPONSE

As noted by the Report, the Los Angeles County Civil Grand Jury (“Grand Jury”) studied the websites for the County of Los Angeles and the 88 cities within the County, and from its research made thirteen findings ranging from very specific factual findings (i.e. Two cities, Bell and Westlake Village, have no commissions.) to findings that are quite general (i.e. Some cities publish agendas for commission meetings but not the minutes.). The City of Hidden Hills is not in a position to verify the facts underlining every finding without undertaking the same research conducted by the Grand Jury, which would be labor intensive. Accordingly, the City of Hidden Hills will assume the findings to be true and on such basis agrees with the findings made by the Grand Jury.

RECOMMENDATION 5.1 – Los Angeles County and each listed city in Section VI should add to the “Commissions Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE TO 5.1

The recommendation has already been implemented. Information on compensation has been added to the Commissioners page of the Public Safety section of the website.

RECOMMENDATION 5.2 – Los Angeles County and each listed city should add to “Commissions Facts” for each existing commission whether or not elected officials may serve on it.

RESPONSE TO 5.2

The recommendation has already been implemented. Information on eligibility of elected officials to serve on city commissions has been added to the Commissioners page of the Public Safety section of the website.

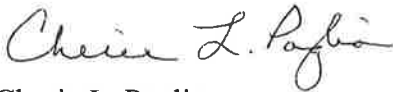
RECOMMENDATION 5.3 – Los Angeles County and each listed city should add to “Commissions Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

RESPONSE TO 5.3

This recommendation will not be implemented because it does not apply to our City, as the City has only one Commission, that being the Public Safety Commission.

This official response to the Report by the City of Hidden Hills has been reviewed, commented upon, and approved by the Mayor and City Council at the September 12, 2016 City Council meeting.

Respectfully,

A handwritten signature in cursive script that reads "Cherie L. Paglia".

Cherie L. Paglia
City Manager

CLP/dlg



Office of the City Manager

February 27, 2017

232-3717 Feb.
185

Ms. Joanne D. Saliba
Foreperson, 2016-2017 Los Angeles Civil Grand Jury
210 West Temple Street, 11th Floor Room 11-506
Los Angeles, California 90012

RE: APPOINTED COMMISSIONS TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST, SECTIONS 5.1, 5.2 AND 5.3

Dear Foreperson Saliba,

The City of Huntington Park is in receipt of your letter and is pleased to submit the following responses to your inquiry.

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

City of Huntington Park's Response: Implemented.

5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

City of Huntington Park's Response: Implemented.

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

City of Huntington Park's Response: Implemented.

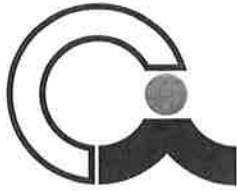
If you wish to discuss this matter or anything Huntington Park-related further, please contact me at (323) 584-6222. Thank you.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Edgar P. Cisneros".

Edgar P. Cisneros
City Manager

EC/sc



CITY OF INDUSTRY

Incorporated June 18, 1957

March 1, 2017

235-3-1-17 2.8!
185 M.C

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: City of Industry's Response to 2015-2016 Civil Grand Jury Report on Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, and 5.3

Dear Presiding Judge:

The following are the responses of the City of Industry to the recommendations of the 2015-2016 Los Angeles County Civil Grand Jury interim report titled, "Appointed Commissions Transparency Will Maintain the Public Trust."

5.1 Los Angeles County and each listed city on Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response: Agreed. The City of Industry currently includes compensation for commission members in its salary schedule, which is a public document. On February 9, 2017, the City executed an agreement with Vision Technology Solutions (attached as Exhibit A) to develop and implement a new City website. It is expected that the City will be in full compliance with the new website rollout in June of 2017.

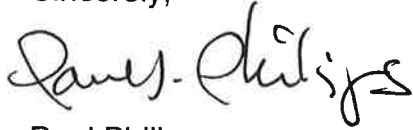
5.2 Los Angeles County and each listed city on Section VI should add to the "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response: Agreed. On February 9, 2017, the City executed an agreement with Vision Technology Solutions (attached as Exhibit A) to develop and implement a new City website. It is expected that the City will be in full compliance with the new website rollout in June of 2017.

5.3 Los Angeles County and each listed city on Section VI should add to the "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response: Agreed. On February 9, 2017, the City executed an agreement with Vision Technology Solutions (attached as Exhibit A) to develop and implement a new City website. It is expected that the City will be in full compliance with the new website rollout in June of 2017.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Philips". The signature is fluid and cursive, with the first name "Paul" and last name "Philips" clearly distinguishable.

Paul Philips
City Manager
City of Industry

Exhibit A: Professional Services Agreement with Vision Technology Solutions L.L.C.

3/29/17 Down
Down in Book



CITY OF INGLEWOOD

OFFICE OF THE CITY MANAGER

250-313,17 Petition
n.k.



Inglewood 2009
Inglewood, CA 90330

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – CITY OF INGLEWOOD

SUBJECT: 2014-2015 CIVIL GRAND JURY RECOMMENDATIONS for Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, 5.3, and 5.4.

Dear Sirs:

Below are the Recommendations and Responses to the 2015-2016 Los Angeles County Civil Grand Jury Report for the City of Inglewood.

RECOMMENDATION NO. 5.1 - Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE TO RECOMMENDATION NO. 5.1 – The City of Inglewood has just launched its new website and the recommendation has not yet been implemented. However, the recommendation will be implanted no later than the end of the fiscal year (September 30, 2017) as the City continues to upgrade the new website.

RECOMMENDATION No. 5.2 – Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

RESPONSE TO RECOMMENDATION NO. 5.2 – The City of Inglewood has just launched its new website and the recommendation has not yet been implemented. However, the recommendation will be implanted no later than the end of the fiscal year (September 30, 2017) as the City continues to upgrade the new website.

RECOMMENDATION NO. 5.3 – Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

RESPONSE TO RECOMMENDATION NO. 5.3 – The City of Inglewood has just launched its new website and the recommendation has not yet been implemented. However, the recommendation will be implanted no later than the end of the fiscal year (September 30, 2017) as the City continues to upgrade the new website.

RECOMMENDATION NO. 5.4 – Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

RESPONSE TO RECOMMENDATION NO. 5.4 – The City of Inglewood has just launched its new website and the recommendation has not yet been implemented. However, the recommendation will be implanted no later than the end of the fiscal year (September 30, 2017) as the City continues to upgrade the new website.

If anything additional is required by the City of Inglewood, please feel free to contact me at the number listed below.

Cordially,

Yakema Decatur, Deputy to the City Manager
310-412-5301
ydecatur@cityofinglewood.org.



10/17 - 2016

September 27, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

In Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE
PUBLIC TRUST
Pre-release of a report by the 2015-2016 Los Angeles Civil Grand Jury

Dear Judge Kuhl:

In response to the notice dated June 23, 2016 regarding California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b) the City of Irwindale is providing a written response (Attachment "A") to the recommendations of the 2015-2016 Civil Grand Jury. The City of Irwindale has updated its website (<http://www.irwindaleca.gov/Index.aspx?NID=129>) to reflect the following recommendations:

- 5.1 Add to the "Commission Facts" amount of compensation paid, including whether attendance is mandatory for payment.
- 5.2 Add to "Commission Facts" whether or not elected officials may serve on it.
- 5.3 Add to "Commission Facts" whether or not commissioners are allowed to serve on more than one commission at a time.
- 5.4 Publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Should you have additional questions or require additional information, please contact me at (626) 430-2217 or jdavidson@irwindaleca.gov.

Sincerely,

John Davidson
CITY MANAGER



Attachment "A"

Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web

MSN.com - Hotmail | Google | Free Hotmail | Mrs. Gutierrez | South Hills High | Home - Covina High | Sacred Heart School

Our Government Business & Development Residents Irwindale at a Glance



Oversight Board

Parks & Recreation Commission

Planning Commission

Senior Citizen Commission

Open Government

Irwindale Speaks

Notify Me

Report a Concern

Community Alerts

You are here: [Home](#) > [Our Government](#) > [Boards & Commissions](#) > Parks & Recreation Commission

Parks & Recreation Commission

Meetings

- 6 p.m.
- First Wednesday of each month
- Council Chambers
5050 N. Irwindale Ave.
Irwindale, CA 91706



Agendas & Minutes

Agendas are available prior to the meetings. Minutes are available following approval.

[Most Recent Agenda](#) | [View All Agendas and Minutes](#)

Members

Five members are appointed to serve three-year terms. Pictured from left to right:

- Jason Hickman, Commissioner
- Marguerite S. Lopez, Commissioner
- Dan Diaz, Chair
- Paula Fraijo, Vice Chair
- Belen Zepeda, Commissioner

Purpose

The Parks and Recreation Commission provides policy direction to the City Council in administering the city's parks and recreation programs.

Commission Facts

Contact Us

Recreation Manager

Ph: 626-410-2226

Records Technician

Ph: 626-410-2201

Calendar of Events

Wed, Oct. 5
Parks and Recreation
Commission Meeting
Sat, Oct. 29
Halloween Spooktacular
Mon, Oct. 31
Trunk or Treat

[View All](#)

Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web | Irwindale, CA - Official Web

MSN.com - Hotmail | Google | Free Hotmail | Mrs. Gutierrez | South Hills High | Home - Covina High | Sacred Heart School

Any Connections: Engage your community - connect to news, events and information you care about

Bld's/RFP's

Building & Safety

City Code

Employment Opportunities

Irwindale Public Library

Minutes & Agendas

New Resident Information

Police Department

Recreation Department

Senior Center

State-Approved LRPMP

Open Government

Irwindale Speaks

Notify Me

You are here: [Home](#) > [Frequently Asked Questions](#)

Commissions

[Hide All Answers](#)

1. How many commissions exist in Irwindale?

Irwindale has four commissions (Planning, Parks & Recreation, Senior Citizen, and Youth Commissions), though the Youth Commission never materialized due to a lack of participants.

2. Are commission members compensated in any way?

Commissions do receive compensation, in the following yearly amounts: Planning - \$2,400 plus medical, dental, & vision benefits; Parks & Recreation - \$2,100 plus medical, dental, & vision benefits; Senior Citizen - \$800, no benefits.

3. Is attendance at commission meetings mandatory to receive compensation?

Attendance is mandatory for compensation.

4. Is there a maximum amount of compensation a member may receive?

The compensation amount is the maximum that the commissioners may receive.

5. Does Irwindale have term limits on a commissioner's service?

Terms: Planning - 4 years; Parks & Recreation - 3 years; Senior Citizen - 3 years; Youth - 2 years. Bona fide residents can serve indefinitely.

6. Are elected officials in your city allowed to serve on a commission?

General State Law prohibits City Councilmembers from serving on a commission that advises the City Council.

7. Are the agendas and minutes of all commissions published on your website?

Agendas and minutes for the commissions are published on Irwindale's website, on each commission's webpage.

8. Do the above answers apply to all of Irwindale's commissions?

These answers apply to all city commissions.

Search

Commissions



Categories

All Categories
Building & Safety
City Clerk
Commissions
Connect-CITY
Main
Planning
Police
Public Works
Recreation



22 30 100

City Council

Jonathan C. Curtis, Mayor
Michael T. Davitt, Mayor Pro Tem
Leonard Pieroni
David A. Spence
Terry Walker

July 21, 2016

Presiding Judge Carolyn B. Kuhl
County of Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

**Re: Response to Civil Grand Jury's Final Report - Appointed Commissions:
Transparency will Maintain the Public Trust**

Dear Honorable Presiding Judge Kuhl:

As requested by the County of Los Angeles Civil Grand Jury, the City of La Cañada Flintridge has reviewed the findings of the subject report and has implemented changes to the City's website in response to all findings, as follows:

Finding 5.1: *Local Government websites, should state whether each existing Commission receives compensation and whether attendance is mandatory for payment.*

Response and Action 5.1: The City agrees with this finding. On July 7, 2016, the City updated its webpage for each Commission and Committee adding a "Compensation" description line detailing if the Commission or Committee member receives compensation, the amount for those who do receive such compensation, and that attendance is mandatory to receive the compensation, if eligible (the City's Committees do not receive any compensation and the City's Commissions do receive a stipend).

Finding 5.2: *Each City's website should state whether elected officials are allowed to serve on the Commission.*

Response and Action 5.2: The City agrees with this finding. On July 18, 2016, the City updated its webpage for each Commission and Committee adding a new "Qualifications" description clarifying the City's policy as follows: "Other than City Council members, persons elected to any office may serve as a City Commissioner except as provided by Government Code section 1099 and/or any other applicable law".

Finding 5.3: *Each City's website should state whether or not Commissioners are allowed to serve on more than one Commission at the same time.*

Response and Action 5.3: The City agrees with this finding. On July 7, 2016, the City updated its webpage for each Commission and Committee adding a new "Qualifications" description statement that Commissioners are not allowed to serve on more than one Commission at the same time (with the exception of the Joint Use Committee, which has Commission representatives in its membership). It should be noted: Joint Use Committee members do not receive compensation.

Finding 5.4: *Each City's website should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each commission on the website.*

Response and Action 5.4: The City agrees with this finding. On July 7, 2016, the City reviewed each Commission webpage. Agendas are posted regularly pursuant to California Ralph M. Brown Act requirements. The City found only a few occurrences where the most recent approved meeting minutes were not available. The City has ensured all links work correctly and that meeting minutes are posted on a timely basis following their adoption.

Thank you for your review of these items focused on making our local government agencies more transparent to the public we serve. If you have any questions, please feel free to contact me at (818) 790-8880.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark R. Alexander", written in a cursive style.

Mark R. Alexander
City Manager

Diane DuBois
Vice Mayor

Steve Croft
Council Member

CITY OF LAKEWOOD

CALIFORNIA

Ron Piazza
Mayor

63 - Police
Jeff Wood
Council Member

Todd Rogers
Council Member

August 22, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles CA 90012

**Subject: Lakewood Response to the Recommendations of
2015-2016 Los Angeles County Civil Grand Jury Report on
Appointed Commissions: Transparency Will Maintain the Public Trust**

Dear Presiding Judge Kuhl:

The City of Lakewood has reviewed the Grand Jury Report on Appointed Commissions: Transparency Will Maintain the Public Trust. In accordance with California Penal Code Sections 933(c) and 933.05, the following is the City's response to the report:

5.1 Los Angeles County and each listed city should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Per recommendation 5.1, the City of Lakewood has added compensation information to the respective commission websites. The compensation for each commission member is \$50 per meeting.

5.2 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Per recommendation 5.2, the City of Lakewood has added to the respective commission websites that members of a commission may not hold any other city office or position for which compensation is paid.

5.3 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Per recommendation 5.3, the City of Lakewood has added to the respective commission websites that no person is allowed to serve on more than one commission at the same time.

5.4 Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each commission on the website.

Lakewood

#103
Civil Grand Jury Report on Appointed Commissions

August 22, 2016

Page 2

Per recommendation 5.4, the City of Lakewood has added links to approved meeting minutes to the respective commission websites. Agendas were already available on the commission websites prior to the Civil Grand Jury's report.

We appreciate the opportunity to respond to the Civil Grand Jury's Report. Should you have any questions, please direct them to Paolo Beltran, Assistant to the City Manager, at 562-866-9771, extension 2129.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ron Piazza".

Ron Piazza
Mayor



CITY OF LA HABRA HEIGHTS

1245 N. Hacienda Road
La Habra Heights, CA 90631
(562) 694-6302
www.lhhcity.org

June 30, 2016

Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Re: Response to County of Los Angeles Civil Grand Jury report APPOINTED
COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST

Dear Honorable Carolyn B. Kuhl,

Pursuant to California Penal Code Section 933 (b), the City of La Habra Heights hereby responds to the County of Los Angeles Civil Grand Jury's findings and recommendations with respect to improving public information about commissions on the City's website.

- (a) For the purpose of subdivision (b) of Section 933, as to the Grand Jury's unsatisfactory finding of the City of La Habra Heights' website for ease of use:

RESPONSE: The City agrees with the finding and is currently working to redesign its website.

- (b) For purpose of subdivision (b) of Section 933, as to the Grand Jury's recommendations regarding content, concentrating on matters of compensation, membership requirement, and whether minutes were published, the City responds as follows:

(5.1) Los Angeles County and each listed City in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE: The recommendation has been implemented. The City's Commissioners receive no compensation. The information has been added to the City website under the "Commissions/Committees" page.

(5.2) Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

RESPONSE: The recommendation has been implemented. The City's elected officials may not serve on existing City commissions. The information has been added to the City website under the "Commissions/Committees" page.

(5.3) Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

RESPONSE: The recommendation has been implemented. The City's Commissioners are not allowed to serve on more than one commission at a time. The City currently has only one Commission. The information has been added to the City website under the "Commissions/Committees" page.

(5.4) Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

RESPONSE: The City of La Habra Heights posts current agendas and minutes in a timely fashion for each Commission meeting.

(5.5) Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

RESPONSE: The City of La Habra Heights has a "Commissions/Committees" page under the "About the Heights" tab accessible from all pages on the City website.

Thank you for your time and for addressing these public information issues. Should you need further assistance, please feel free to contact Assistant to the City Manager, Fabiola Huerta or myself at (562) 694-6302.

Sincerely,


Shauna Clark
City Manager

cc: La Habra Heights City Council



CITY OF LA MIRADA

DEDICATED TO SERVICE

13700 La Mirada Boulevard
La Mirada, California 90638
P.O. Box 828
La Mirada, California 90637-0828
Phone: (562) 943-0131 Fax: (562) 943-1464
www.cityoflamirada.org

6-9-16

August 16, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Room 11-506
Los Angeles, California 90012

**SUBJECT: CIVIL GRAND JURY REPORT ON APPOINTED COMMISSIONS:
TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST**

Dear Presiding Judge Kuhl:

It is our understanding that the County of Los Angeles Civil Grand Jury for the year 2015-2016 contained an investigative report concerning all cities in Los Angeles County. This letter is in response to the report entitled "Appointed Commissions: Transparency Will Maintain the Public Trust".

On behalf of the City of La Mirada, I have reviewed the findings and recommendations in the report. My responses are noted below:

Recommendation 5.1

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response 5.1

The City of La Mirada has designated on its website which commissions receive a stipend, the amount of the stipend (if any), and that meeting attendance is mandatory for payment.

Recommendation 5.2

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response 5.2

The City of La Mirada has indicated on its website that elected officials may not serve on commissions.

Recommendation 5.3

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response 5.3

The City of La Mirada has indicated on its website that commissioners are not allowed to serve on more than one Commission at the same time with the exception of the La Mirada Community Foundation President, who serves on the Community Services Commission pursuant to the bylaws of both advisory bodies.

Recommendation 5.4

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response 5.4

The City of La Mirada is moving forward with placing commission meeting agendas and minutes on the City's website. This project is expected to be completed by the end of the 2016 calendar year.

If you have any questions, please contact me at (562) 943-0131.

Sincerely,

CITY OF LA MIRADA



Jeff Boynton
City Manager

JB:sh



1ca - R. Min

R. Rex Parrls	Mayor
Marvin E. Crist	Vice Mayor
Ken Mann	Council Member
Angela E. Underwood-Jacobs	Council Member
Raj Malhi	Council Member
Mark V. Bozigian	City Manager

September 29, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Response of City of Lancaster to Los Angeles County Grand Jury Report *Appointed Commissions: Transparency Will Maintain the Public Trust Pursuant to Penal Code Sections 933(c) and 933.05.*

Dear Honorable Presiding Judge:

The City of Lancaster ("Lancaster") hereby responds to the recommendations set forth in the Los Angeles County Grand Jury Report *Appointed Commissions: Transparency Will Maintain the Public Trust* ("Report") pursuant to Penal Code Sections 933(c) and 933.05 and the instructions contained in the Report. The Report is applicable to the following six Lancaster commissions: (i) Planning Commission, (ii) Architectural/Design Planning Commission (iii) Criminal Justice Commission (iv) Neighborhood Vitalization Commission, (v) Youth Commission and (iv) Human Relations Tapestry Commission (collectively, "Lancaster Commissions"). Lancaster responds as follows¹:

Recommendation 5.1:	"Los Angeles County and each listed city in Section VI should add to the 'Commission Facts' for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided."
Response:	This recommendation has been implemented. Lancaster has updated the "Commission Facts" for each Lancaster Commission to state that no compensation is paid, except for the Planning Commission, for which compensation is \$75.00 per meeting attended.

Recommendation 5.2:	"Los Angeles County and each listed city should add to 'Commission Facts' for each existing commission whether or not elected officials may serve on it."
Response:	This recommendation has been implemented. Lancaster has updated the 'Commission Facts' for each Lancaster Commission to state that elected officials may serve on each of the Lancaster Commissions, except for the Youth Commission.

¹ This letter does not respond to the "findings" in the Report due to (i) the Report's instructions to only respond to the recommendations therein and (ii) the general nature of the findings, which do not enable Lancaster to sufficiently ascertain which findings apply to Lancaster itself.

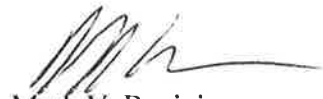
Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
Page 2 of 2
September 29, 2016

Recommendation 5.3:	"Los Angeles County and each listed city should add to 'Commission Facts' for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."
Response:	This recommendation has been implemented. Lancaster has updated the information on its website to state that Commissioners may serve on more than one commission simultaneously for each of the Lancaster Commissions.

Recommendation 5.5:	"Each listed city should add a conspicuous link to 'Commissions' on the home page or as a menu option under 'Departments,' 'Government,' or 'Services'."
Response:	This recommendation has been implemented. Lancaster has updated the "Commissions" link on its website to conform to the requirements above.

Should you have any questions, please contact the undersigned at (661) 723-6133.

Sincerely,



Mark V. Bozigian
City Manager

MVB:AEB:aw

c: Lancaster City Council Members
Allison E. Burns, City Attorney



City of La Puente

15900 E. Main Street La Puente, CA 91744-4719 Telephone (626) 855-1500 Fax (626) 961-4626 www.lapuate.org

6-5-16

August 24, 2016

8-24-16

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Appointed Commissions: Transparency Will Maintain the Public Trust

Dear Presiding Judge:

The City of La Puente is in receipt of the Los Angeles County Civil Grand Jury's June 23, 2016, Appointed Commissions Report ("Report"). In accordance with the provisions of Penal Code Section 933.05, the City of La Puente is providing its responses to each grand jury finding and each grand jury recommendation found in the Report.

FINDINGS

1. Civil Grand Jury queries to the 88 cities in the county elicited 86 responses with only Compton, and Monterey Park failing to respond.

City's Response: The City of La Puente has not validated the finding. The City of La Puente responded to the Civil Grand Jury's queries.

2. Two cities, Bell and Westlake Village, have no commissions.

City's Response: The City of La Puente has not validated the finding. The City of La Puente currently has three commissions.

3. The Los Angeles County website lists 174 commissions and compensation amounts that range from \$0 to \$300, with the higher amounts paid for serving on commissions requiring special expertise. "Commission Facts" provided on the county website document the history for each of its commissions, including the establishing ordinance, purpose, membership, duties, compensation, and minutes of all meetings. The data appears to be updated in a timely manner and can be displayed to any interested party.

City's Response: The City of La Puente has not validated the finding.

4. Some cities publish agendas for commission meetings but not the minutes.

City's Response: The City of La Puente has not validated the finding. The City of La Puente publishes agendas and minutes for Commission meetings.

5. In lieu of publishing minutes, many cities post video recordings of commission meetings on their web site. This is acceptable and after the initial cost of the video equipment is absorbed, the process is relatively free.

City's Response: The City of La Puente has not validated the finding. The City of La Puente publishes minutes and does not video record Commission meetings.

6. Many cities are not current in publishing minutes of commission meetings. Some are many months behind.

City's Response: The City of La Puente has not validated the finding. The City of La Puente publishes current Commission minutes.

7. The websites of the 88 cities in Los Angeles County most commonly omitted information pertaining to compensation. Other common omissions were whether elected officials are allowed to serve and whether a commissioner can serve on multiple commissions simultaneously. This information was provided in responses to our e-mail queries.

City's Response: The City of La Puente has not validated the finding. As recommended by the Civil Grand Jury, this information has been included on the City of La Puente's website.

8. Of all the cities reporting compensation for service on a commission, only two currently report this on their websites in "Commission Facts".

City's Response: The City of La Puente has not validated the finding. As recommended by the Civil Grand Jury, this information has been included on the City of La Puente's website.

9. Stipends are not always provided for commission service. While the Civil Grand Jury applauds the 34 cities whose commissioners serve without pay, it notes that stipends provided to commissioners in 50 cities, which ranged from \$10 to \$250, is not a major concern.

City's Response: The City of La Puente has not validated the finding. The City of La Puente provides a \$75.00 per meeting stipend to Planning Commissioners. All other Commissioners serve without compensation.

10. Higher stipends were generally reserved for service on Planning Commissions, whose members are usually required to have more specialized knowledge and experience.

City's Response: The City of La Puente has not validated the finding. The City of La Puente provides a \$75.00 per meeting stipend to Planning Commissioners. All other Commissioners serve without compensation.

11. Only the City of Industry exceeded the \$250 upper threshold and pays members on two of its commissions \$680 per meeting. Attendance is not mandatory for compensation.

City's Response: The City of La Puente has not validated the finding. The City of La Puente's Planning Commissioners must attend meetings in order to be compensated.

12. Many cities' "Commission Facts" mentioned the Brown Act and/or the Maddy Act and appeared to follow the rules outlined in them, but Government Code section 36516, which authorizes a maximum compensation of \$150, was conspicuous by its absence.

City's Response: The City of La Puente has not validated the finding. City Council Members are not allowed to serve on the City of La Puente's Commissions.

13. It was impossible to reach the Lomita website, even as we tried many variations of the web address.

City's Response: The City of La Puente has not validated the finding.

RECOMMENDATIONS

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

City's Response: The recommendation has been implemented. Although not required by statute, the information has been included on the City of La Puente's website.

5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

City's Response: The recommendation has been implemented. Although not required by statute, the information has been included on the City of La Puente's website.

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

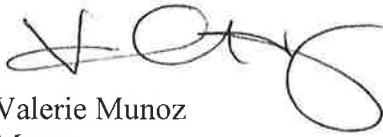
Presiding Judge
Los Angeles County Superior Court
August 24, 2016
Page 4

City's Response: The recommendation has been implemented. Although not required by statute, the information has been included on the City of La Puente's website.

5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

City's Response: The recommendation has been implemented. The information has been included on the City of La Puente's website.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Valerie Munoz', with a large, stylized flourish at the end.

Valerie Munoz
Mayor



CITY OF LA VERNE CITY HALL

3660 "D" Street, La Verne, California 91750-3599
www.ci.la-verne.ca.us

Handwritten: #20 ✓
Handwritten: 7-28-16

July 6, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor -- Room 11-506
Los Angeles CA 90012

Los Angeles County Civil Grand Jury Presiding Judge:

The City of La Verne has received and reviewed the 2015-2016 Grand Jury Final Report regarding the degree of transparency study related to appointed commissions pursuant to Government Code Sections 37112, 65100, 54950, 35516, 54952.3, 54970 and 54972. This letter serves as the City's response to the findings and recommendations.

Recommendation 5.1

Add to "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

City Response to recommendation 5.1:

The City of La Verne has added "Commission Facts" under the City's existing Government Tab Section. Previously, the section was titled Commissions and Committees. Further, no compensation is provided and that information has been stated.

Recommendation 5.2

Add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

City Response to recommendation 5.2:

The City of La Verne has specifically identified and added the requested information. Elected Officials may not serve on City commissions.



General Administration 909/596-8726 • Water Customer Service 909/596-8744 • Parks & Community Services 909/596-8700
Public Works 909/596-8741 • Finance 909/596-8716 • Community Development 909/596-8706 • Building 909/596-8713
Police Department 909/596-1913 • Fire Department 909/596-5991 • General Fax 909/596-8737

Recommendation 5.3

Add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

City Response to recommendation 5.3:

The City of La Verne has identified and stated that commissioners are not allowed to serve on more than one commission at the same time.

Recommendation 5.4

Each listed City should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

City Response to recommendation 5.4:

The City of La Verne has always provided agendas, but as recommended by the Grand Jury, the City has now added commission meeting minutes.


Recommendation 5.5

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

City Response to recommendation 5.5:

The City of La Verne has added the recommended link "Commissions and Committees" under the City's existing Government Tab.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bob Russi", with a stylized flourish at the end.

Bob Russi, City Manager
City of La Verne

Cc: Mayor and City Council
Lupe Estrella, Assistant to the City Clerk



August 10, 2016

The Honorable Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Re: Appointed Commissions: Transparency will Maintain the Public Trust
2015-2016 Los Angeles County Civil Grand Jury
Response to Recommendations

Dear Presiding Judge Kuhl:

This is in response to your letter dated June 23, 2016 to the City of Lawndale, and specifically to **Item V. Recommendations** on Page 97.

- 5.1 Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

City Response: The City of Lawndale agrees with the finding. The recommendations have been implemented by including the information on the City website under each commission page.

- 5.2 Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

City Response: The City of Lawndale agrees with the finding. The recommendation has been implemented by including the information on the City website under each commission page.

The Honorable Presiding Judge Carolyn B. Kuhl
Page Two
August 10, 2016

- 5.3 Los Angeles County and each listed city should add to "Commission facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

City Response: The City of Lawndale agrees with the finding. The recommendation has been implemented by including the information on the City website under each commission page.

Should you require additional information, please don't hesitate to contact me at (310) 973-3202.

Sincerely,

A handwritten signature in black ink, reading "Stephen N. Mandoki". The signature is fluid and cursive, with the first name "Stephen" being more prominent and the last name "Mandoki" following in a similar style.

Stephen N. Mandoki
City Manager
City of Lawndale



*See city response from
City Manager Mandoki
8/10/16 as*

**County of Los Angeles
CIVIL GRAND JURY**

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012
TELEPHONE (213) 628-7914 • FAX (213) 229-2595
<http://www.grandjury.co.la.ca.us/>

REC'D JUN 22 2016
attached to 33-Day

June 23, 2016

Stephen Mandoki, City Manager
City of Lawndale
14717 Burin Avenue
Lawndale, CA 90260

In Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST
Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

NOTE: DO NOT DISCLOSE ANY REPORT CONTENTS PRIOR TO JUNE 30, 2016.

Dear Mr. Mandoki:

California Penal Code Section 933.05 (f) provides: "A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report."

The enclosed report will be released to the public on June 30, 2016.

A response to all Recommendations in a Civil Grand Jury Report is required by California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b) within ninety (90) days following the release of the report to the public, and no later than September 30, 2016. Responses shall be sent: Presiding Judge Carolyn B. Kuhl, Los Angeles County Superior Court, Clara Shortridge Foltz Criminal Justice Center, 210 West Temple Street, Eleventh Floor-Room 11-506, Los Angeles, California, 90012. Attached are the requirements contained in California Penal Code Section 933.05 (a) and 933.05 (b) for how to respond.

Sincerely,

Bart Benjamins, Foreperson

2015-2016 Los Angeles County Civil Grand Jury

Encl:

California Penal Code

Section 933.05(a) and (b)

(a) For purposes of subdivision (b) of Section 933, as to each Grand Jury finding, the responding person or entity shall indicate one of the following:

- (1) The respondent agrees with the finding.
- (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

- (1) The recommendation has been implemented, with a summary regarding the implemented action.
- (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
- (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.



CITY OF LONG BEACH

OFFICE OF THE CITY MANAGER

333 West Ocean Boulevard • Long Beach, CA 90802 • (562) 570-8711 FAX (562) 570-7650

February 21, 2017

Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
11th Floor, Room 11-506
Los Angeles, CA 90012

Subject: Response to Los Angeles County Civil Grand Jury Investigation.

Dear Joanne D. Saliba and Douglas Benedict,

The following letter is a response to the Los Angeles County Grand Civil Grand Jury's (CGJ) investigation to examine the degree of transparency provided by Los Angeles County and city governments for the commissions they have authorized in their jurisdictions. The CGJ has asked the City of Long Beach (CLB) to make the following recommendations with regards to their Boards and Commission section of the City's website.

The CGJ recommends that The City of Long Beach indicate either agreement or disagreement with the findings and included City actions on the recommendations. Below is the City's response for each finding.

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

CLB Response: "Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. The document states under Chapter 2) Serving on a Commission, Section 3) Tenure and Conditions of Service Members, e) Stipends: "*Commission members shall receive no compensation for the performance of their official duties unless compensation is expressly provided by the City Council or the City Charter*". This statement does not clearly identify which if any Commissions, Boards or Committees are compensated. Therefore, that information should be identified by the City Clerk and represented on each Commission, Board, or Committee's section.

5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

CLB Response: Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. Under Chapter 2) Serving on a Commission, section a) Membership; the section outlines the steps required to be taken throughout the Commission process, from applying to serve on a commission to the completion of service. However, this information does not state clearly whether an elected official may serve as a member of a Commission, Board or Committee. Therefore, that information should be identified by the City Clerk and represented on the Commissions, Boards and Committee's page.

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

CLB Response: Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. Under Chapter 2) Serving on a Commission, section a) Membership; the section outlines the steps required to be taken throughout the Commission process, from applying to serve on a commission to the completion of service. However, this information does not state clearly whether or not commissioners are allowed to serve on more than one commission at the same time. Therefore, that information should be identified by the City Clerk and represented on the Commissions, Boards and Committee's page.

5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

CLB Response: Implemented. No further action is required. This information is currently available on the City's Website's Homepage under "Agendas & Minutes". Members of the public can select "Commission and Committees". Each commission is listed with a link to the current agenda and meeting minutes for each meeting once approved. The same page is also cross-linked under the City Clerk's Department page.

5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

CLB Response: Implemented. No further action is required. This information is currently available on the City's website, under "City Officials" section of the City's website. The same page is also cross-linked under the "Departments" section under the City Clerk's Department page.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "P West", with a stylized flourish extending from the end.

PATRICK H. WEST
CITY MANAGER

cc: TOM MODICA, ASSISTANT CITY MANAGER
POONAM DAVIS, CITY CLERK
BRYAN M SASTOKAS, CIO & DIRECTOR OF TECHNOLOGY AND INNOVATION
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER
JASMINE FROST, BUSINESS INFORMATION SYSTEMS BUREAU MANAGER

CITY COUNCIL

JIM GAZELEY
MARK WARONEK
HENRY SANCHEZ JR.
MICHAEL G. SAVIDAN
BEN TRAINA



CITY OF LOMITA

ADMINISTRATION

RYAN SMOOT
CITY MANAGER

#51-

File
9/16/16

August 19, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

RE: Appointed Commissions: Transparency Will Maintain the Public Trust

Honorable Presiding Judge Kuhl,

Please find attached the City of Lomita's responses to the 2015-2016 Los Angeles County Civil Grand Jury Report – "Appointed Commissions: Transparency Will Maintain the Public Trust" ("Transparency Report"). The City appreciates the Grand Jury's dedication to transparency and the time it has taken to assist the City in improving its website to ensure clarity of use, as well as sufficiency of information with regard to its commissions. As requested by the Civil Grand Jury, the City of Lomita respectfully submits the following responses to Recommendations 5.1, 5.2, 5.3, 5.4, and 5.5 identified in the Transparency Report.

Transparency Report Recommendations:

Recommendation 5.1. Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response 5.1. The City of Lomita agrees with the Civil Grand Jury’s recommendation that information on commissioners’ compensation should be included on the City’s website. The City of Lomita has three commissions and one board: Parks and Recreation Commission, Planning Commission, Public Safety and Traffic Commission, and Railroad Museum Board. No compensation is provided to any of the City’s commissioners. Within the next three months, the City will add a statement on the City’s website indicating that commissioners are not paid.

Recommendation 5.2. Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

Response 5.2. The City of Lomita agrees with the Civil Grand Jury’s recommendation that information on whether elected officials may serve on commissions should be included on the City’s website. The City’s does not appoint elected officials to the City’s commissions or board. Within the next three months, the City will add a statement on the City’s website which includes the information provided in this response.

Recommendation 5.3. Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response 5.3. The City of Lomita agrees with the Civil Grand Jury’s recommendation that information on whether or not commissioners are allowed to serve on more than one commission at the same time should be included on the City’s website. The City does not permit commissioners to serve on more than one commission or board at a time. Within the next three months, the City will add a statement on the City’s website which includes the information provided in this response.

Recommendation 5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response 5.4. The City of Lomita agrees with the Civil Grand Jury’s recommendation that a link to the current agenda and timely meeting minutes for each meeting of each commission and board should be published on the City’s website. The City has implemented this recommendation. The City publishes current and past agendas and meeting minutes for all meetings of each of the commissions and board on the City’s website. Agendas and minutes

for each commission can be accessed from the homepage of the City's website by clicking on the link entitled "Boards & Commissions; Agendas & Minutes".

Recommendation 5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments", "Government", or "Services".

Response 5.5. The City of Lomita agrees with the Civil Grand Jury's recommendation that a conspicuous link to "Commissions" should be published on the homepage of the City's website. The City has implemented this recommendation. Links to information about each of the City's four commissions is available from the homepage via a menu option under "Government". Additionally, agendas and minutes for each commission can be accessed from the homepage of the City's website by clicking on the link entitled "Boards & Commissions; Agendas & Minutes".

If you have any questions or need additional clarification, please feel free to contact me at (310) 325-7110, ext. 115 or r.smoot@lomitacity.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Smoot", written over a horizontal line.

Ryan Smoot
City Manager



CITY OF LONG BEACH

OFFICE OF THE CITY MANAGER

333 West Ocean Boulevard • Long Beach, CA 90802 • (562) 570-6711 FAX (562) 570-7650

February 21, 2017

Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
11th Floor, Room 11-506
Los Angeles, CA 90012

202-415,17
255 duplicate

Subject: Response to Los Angeles County Civil Grand Jury Investigation.

Dear Joanne D. Saliba and Douglas Benedict,

The following letter is a response to the Los Angeles County Grand Civil Grand Jury's (CGJ) investigation to examine the degree of transparency provided by Los Angeles County and city governments for the commissions they have authorized in their jurisdictions. The CGJ has asked the City of Long Beach (CLB) to make the following recommendations with regards to their Boards and Commission section of the City's website.

The CGJ recommends that The City of Long Beach indicate either agreement or disagreement with the findings and included City actions on the recommendations. Below is the City's response for each finding.

5.1. *Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.*

CLB Response: "Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. The document states under Chapter 2) Serving on a Commission, Section 3) Tenure and Conditions of Service Members, e) Stipends: *"Commission members shall receive no compensation for the performance of their official duties unless compensation is expressly provided by the City Council or the City Charter"*. This statement does not clearly identify which if any Commissions, Boards or Committees are compensated. Therefore, that information should be identified by the City Clerk and represented on each Commission, Board, or Committee's section.

5.2. *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.*

CLB Response: Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. Under Chapter 2) Serving on a Commission, section a) Membership; the section outlines the steps required to be taken throughout the Commission process, from applying to serve on a commission to the completion of service. However, this information does not state clearly whether an elected official may serve as a member of a Commission, Board or Committee. Therefore, that information should be identified by the City Clerk and represented on the Commissions, Boards and Committee's page.

5.3. *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."*

CLB Response: Will Implement: Anticipated date March, 31st 2017". The City Clerk published the "Authorities, Boards, Commissions, and Committees Handbook" posted on the Commissions, Boards and Committees page of the City's website. Under Chapter 2) Serving on a Commission, section a) Membership; the section outlines the steps required to be taken throughout the Commission process, from applying to serve on a commission to the completion of service. However, this information does not state clearly whether or not commissioners are allowed to serve on more than one commission at the same time. Therefore, that information should be identified by the City Clerk and represented on the Commissions, Boards and Committee's page.

5.4. *Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.*

CLB Response: Implemented. No further action is required. This information is currently available on the City's Website's Homepage under "Agendas & Minutes". Members of the public can select "Commission and Committees". Each commission is listed with a link to the current agenda and meeting minutes for each meeting once approved. The same page is also cross-linked under the City Clerk's Department page.

5.5. *Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."*

CLB Response: Implemented. No further action is required. This information is currently available on the City's website, under "City Officials" section of the City's website. The same page is also cross-linked under the "Departments" section under the City Clerk's Department page.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "P. West", with a long horizontal stroke extending to the right.

PATRICK H. WEST
CITY MANAGER

CC: TOM MODICA, ASSISTANT CITY MANAGER
POONAM DAVIS, CITY CLERK
BRYAN M SASTOKAS, CIO & DIRECTOR OF TECHNOLOGY AND INNOVATION
REBECCA JIMENEZ, ASSISTANT TO THE CITY MANAGER
JASMINE FROST, BUSINESS INFORMATION SYSTEMS BUREAU MANAGER

138 - Patrick

MIGUEL A. SANTANA
CITY ADMINISTRATIVE OFFICER

CITY OF LOS ANGELES
CALIFORNIA



ERIC GARCETTI
MAYOR

ASSISTANT
CITY ADMINISTRATIVE OFFICERS

PATRICIA J. HUBER
BEN CEJA
YOLANDA CHAVEZ

September 21, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple St., Room 11-506
Los Angeles, CA 90012

Attention: Civil Grand Jury

RESPONSE TO THE LOS ANGELES COUNTY CIVIL GRAND JURY REPORT "APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST"

Dear Presiding Judge Kuhl:

On June 23, 2016, the Los Angeles County Civil Grand Jury issued a report entitled "Appointed Commissions: Transparency Will Maintain the Public Trust." The report summarized an investigation conducted by the Civil Grand Jury of the websites of cities within Los Angeles County, including the City of Los Angeles. The intent of this investigation was to determine if city websites contained key information on city commissions and evaluate the ease by which the public could navigate these sites. As indicated in the report, this investigation was prompted by scandals in the cities of Bell and Compton where the compensation of commission members were extraordinarily high.

The City of Los Angeles concurs with the premise of the report: that websites are critical for transparency and that specific to city commissions, city websites should have important details on compensation and commission board member requirements so that no one can abuse the system. Furthermore, the City agrees with the findings of the report as they pertain to the need for the City to improve the transparency and ease of navigation on its website. As such, the City has initiated changes to its website that will meet the standards detailed in the report. These changes were launched on September 16, 2016 and are illustrated in the attached responses.

Specific to the recommendations made in the report, the City Administrative Officer (CAO), Information Technology Agency (ITA), and City Clerk have prepared responses to each of the five recommendations this City was directed to address. It should be noted that the website reviewed by the Civil Grand Jury was likely one that is no longer in use and that the current website receives regular updates throughout the year. Nevertheless, the City acknowledges the recommendations and is following through on them as noted in the attachment.

The City is committed to ensuring that its website maintains the level of transparency sought for by the Civil Grand Jury. On a go forward basis, the CAO and ITA will work with all



departments that report to or manage commissions on prioritizing the work to update commission websites on a regular basis and if needed to add agendas and minutes on the commission websites.

If you have any questions concerning the City's response, or if you require additional supporting documentation, please contact Ben Ceja of my staff at (213) 978-7688 or via email at ben.ceja@lacity.org.

Sincerely

A handwritten signature in black ink, appearing to read "Miguel A. Santana", followed by a horizontal line.

Miguel A. Santana
City Administrative Officer

Attachment

City of Los Angeles Responses to the Los Angeles County Civil Grand Jury Recommendations from “Appointed Commissions: Transparency will Maintain the Public Trust”

The City of Los Angeles, through the work of the City Administrative Officer (CAO), City Clerk, and Information Technology Agency (ITA), has initiated changes to its website in order to address the recommendations presented in the Civil Grand Jury’s report “Appointed Commissions: Transparency will Maintain the Public Trust.” Specifically, each of the recommendations are addressed as follows:

5.1 “...add to ‘Commission Facts’ for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided”

To address Recommendation 5.1 with respect to providing information on whether compensation is provided for the work of commissioners, the City has created a ‘Commission Facts’ section on the web page which includes the following language on compensation:

“The Board of Public Works is the only full-time, paid Board. The Administrative Code authorizes other Boards and Commissions to receive a \$50 stipend per meeting attended, though stipends are typically waived.”

To view this online click here:

<https://www.lacity.org/your-government/departments-commissions/boards-and-commissions>

City of Los Angeles (US) https://www.lacity.org/your-government/departments-commissions/boards-and-commissions

Apps CAO IntraNet H PaySR HOD MSN.com Yahoo! Google Finance Home - LA Daily Los Angeles Times 89.3 KPCC - Southern California Public Radio U.S. Public Finance Home The California Legislative Assembly Prior Year Encum Other

LOS ANGELES

support for RESIDENTS tools for BUSINESS tips for VISITORS find JOBS meet your GOVERNMENT

Home - Your Government - Departments & Commissions

Boards and Commissions

Commission Facts

City Department and Bureaus are headed by General Managers. However, some Departments are also headed by an advisory or controlling Board or Commission appointed by the Mayor, subject to confirmation of the Council. There are few Boards and Commissions that are appointed by each of the 15 Council members.

The Board of Public Works is the only full-time, paid Board. The Administrative Code authorizes other Boards and Commissions to receive a \$50 stipend per meeting attended though stipends are typically waived. Appointees must be voting residents of the City of Los Angeles and cannot be members of the City Council nor sit on more than one Board or Commission at a time.

Below is a list of Boards and Commissions which links to information about their members, contact information, meeting agendas and minutes. Additional information on [Boards and Commissions](#) and their members can be found on the [City Clerk's Commission Page](#).

Commission List

Departments & Commissions

- Departments & Bureaus
- Boards and Commissions**
- Council Committees
- Neighborhood Councils

Meeting Audio/Video

- Board of Public Works
- DWP Commission
- Harbor Commission
- LAPD Commission
- LAWA Commission

5.2 “...add to ‘Commission Facts’ for each existing commission whether or not elected officials may serve on it”

On the same ‘Commission Facts’ section noted above, the City includes the following language regarding the eligibility of elected officials to serve on commissions.

“City Departments and Bureaus are headed by General Managers. However, some Departments are also headed by an advisory or controlling Board or Commission appointed by the Mayor, subject to confirmation of the Council. There are a few Boards and Commissions that are appointed by each of the 15 Council members.”

“Appointees must be voting residents of the City of Los Angeles and cannot be members of the City Council nor sit on more than one Board or Commission at a time...”

5.3 “...add to ‘Commission Facts’ for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time”

As noted in the above response to recommendation 5.2, the language in the ‘Commission Facts’ section includes the following:

“Appointees must be voting residents of the City of Los Angeles and cannot be members of the City Council nor sit on more than one Board or Commission at a time...”

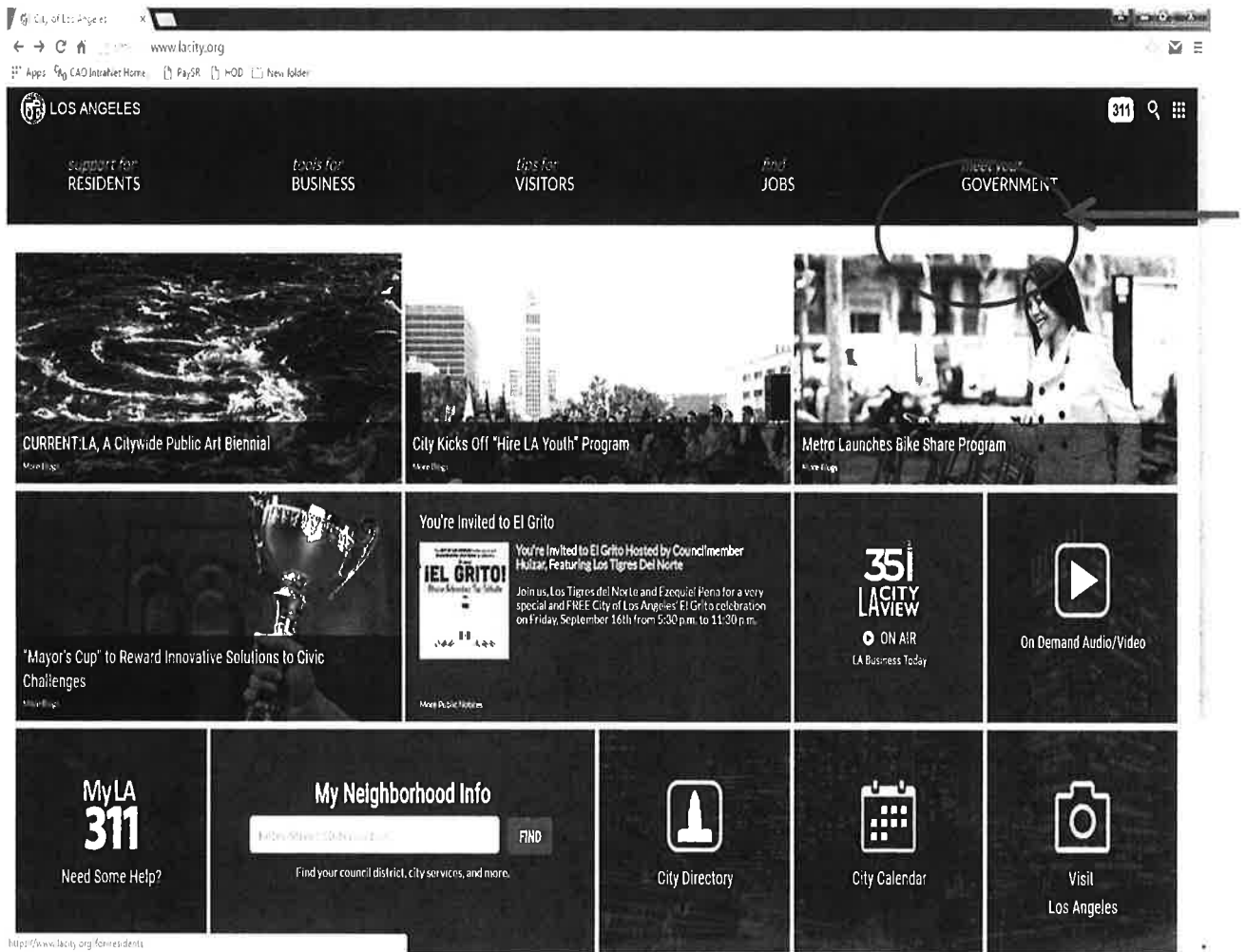
5.4 “provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission”

On a go forward basis, the CAO and ITA will work with all departments that report to or manage commissions on prioritizing the work to update commission websites on a regular basis and if needed to add agendas and minutes on the commission websites.

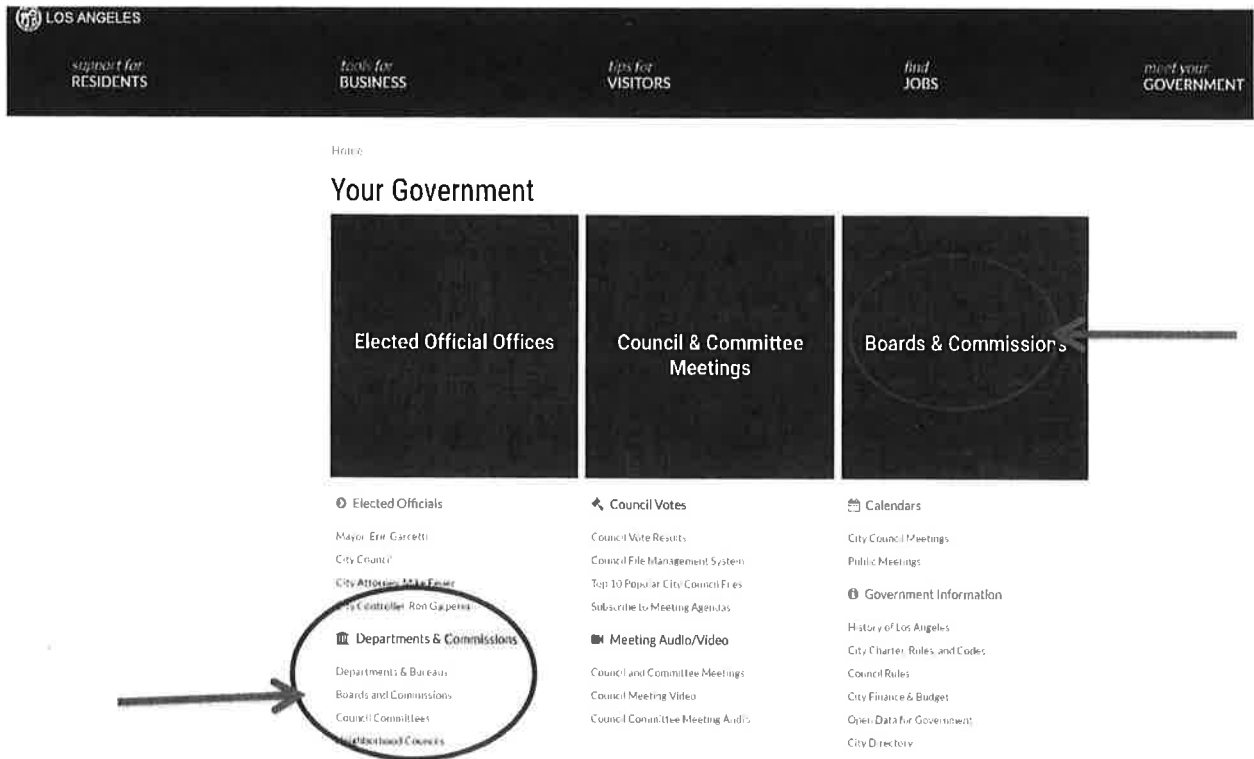
5.5 “add a conspicuous link to “Commissions” on the home page or as a menu option under ‘Departments’, ‘Government’, or ‘Services’

The City recently updated its website to improve navigation from mobile devices. As a result of this update a direct link to “Commissions” cannot be added as a dropdown item on a menu bar. However, the City has added a conspicuous link to ‘Commissions’ which appears as one of three main banners “Departments & Commissions” after clicking on the “meet your GOVERNMENT” link on the top right quadrant of the City’s home page. The other two banners are “Elected Official Offices” and “Council & Committee Meetings.”

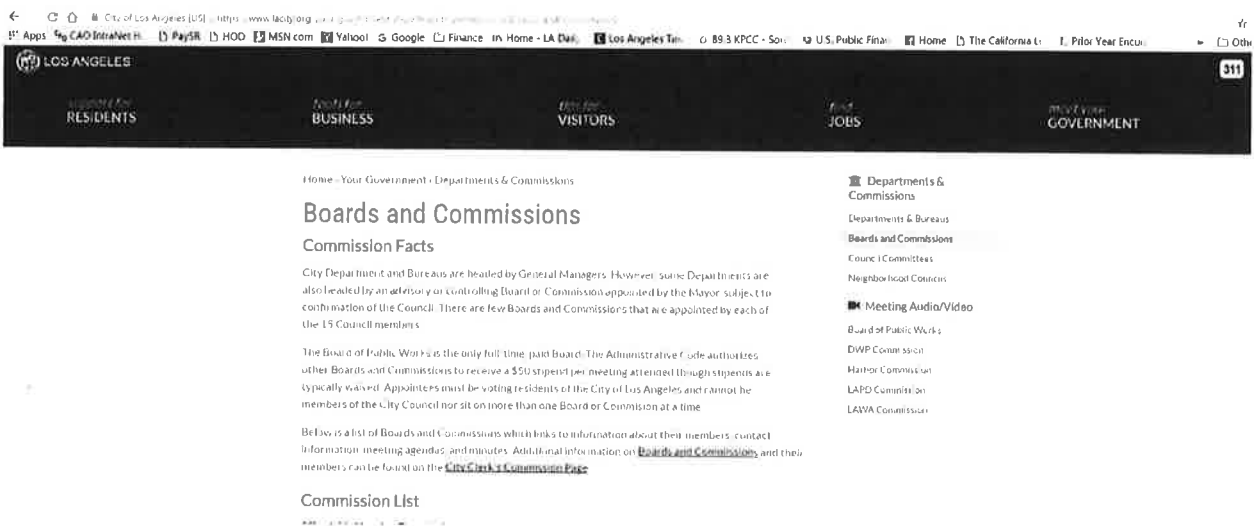
Below is the home page, <https://www.lacity.org/>, with the “meet your GOVERNMENT” link highlighted for reference.



After clicking on the link, “meet your government”, the web page, <https://www.lacity.org/your-government>, will appear as seen below. There the “Departments & Commissions” banner will then be visible on the right side of the page. By clicking on the banner, two links labeled “Departments & Bureaus” and “Boards & Commissions,” will be accessible. By clicking on either one of them, the links will connect to a page that has information and other links where members of the public can find more information on departments and their respective commissions.



After clicking on the “Boards and Commissions” link, a list of boards and commissions of different departments will appear. These links connect to each commission web page that has information about their members, contact information, meeting agendas, and minutes. Also, a ‘Commission Facts’ section is located under the title, “Boards and Commissions”, which provides a brief overview about Commissions.



Additional information on Boards and Commissions and their members can be found on the City Clerk's Commissions Page:

<http://clerk.lacity.org/CouncilandPublicServices/CityCommissions/index.htm>



City of LYNWOOD

A City Meeting Challenges

11330 BULLIS ROAD
LYNWOOD, CALIFORNIA 90262
(310) 603-0220



OFFICE OF THE CITY MANAGER

September 6, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor – Room 11-506
Los Angeles, California 90012

In Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST
Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Judge Kuhl,

The following are responses to all Recommendations in the Civil Grand Jury Report required by California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b).

California Penal Code Section 933.05 (a) and (b)

- (a) – (1) The respondent (City) agrees with the finding.
- (b) – (2) The recommendation has not yet been implemented, but will be implemented in the future.
 - a. The City is currently developing a new website with the recommendations implemented that will be rolled out by November 2016.

California Penal Code Section 933 (c)

The recommendations by the Civil Grand Jury in Section V recommending that local government websites be improved in the five following ways.

5.1 – Information Included in new website

5.2 – Information Included in new website

5.3 – Information Included in new website

5.4 – Information Included in new website



City of LYNWOOD

A City Meeting Challenges

11330 BULLIS ROAD
LYNWOOD, CALIFORNIA 90262
(310) 603-0220



OFFICE OF THE CITY MANAGER

5.5 – Complete – Link is directly under 'Government' in the Main Menu accessible by one click of the mouse.

Attached is a printout of the City's new website, which is nearing completion and will be rolled out on or before November 30, 2016. Please feel free to contact me if you have any questions.

Sincerely,

J. Arnoldo Beltrán
City Manager
City of Lynwood

[←](#)
<http://wordpress.lynwood.ca.us/>

[HOME | Official Website of ...](#)

[ADP](#)
[Google](#)
[Cameras](#)
[HOME City of Lynwood](#)
[Barracuda Networks](#)
[ShoreTel Director Login](#)
[Spiceworks](#)
[HOME Official Website of...](#)

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[DEPARTMENTS](#)
[GOVERNMENT](#)
[CITY SERVICES](#)
[CONTACT US](#)

[City Council](#)

[Elected Officials](#)

[Commissions & Boards](#)

CDBG BOARD	PUBLIC SAFETY/TRAFFIC & PARKING COMMISSION	PERSONNEL BOARD	PLANNING COMMISSION
Meets the 1st Wednesday of each month at 6:00 p.m. in designated location on an as needed basis	Meets the 4th Thursday of each month at 6:00 p.m. in designated location on an as needed basis	Meets the 3rd Thursday of each month at 5:00 p.m. in designated location	Meets the 2nd Tuesday of each month at 6:00 p.m. in designated location
LORRAINE MOORE	JAIME ROBERTO FLORES, JR.	BARBARA BATTLE	ELIZABETH BATTLE
ANDREW NUNEZ	ANTONIO MUNGUIA	REV. ROBERT ROBINSON JR.	ALEX LANDEROS
YOLANDA RODRIGUEZ-GONZALEZ	JULIAN DEL REAL-CALLEROS	GARY HARDIE	JORGE CASANOVA
EVELIA HERNANDEZ	ARTHUR MARTINEZ JR.	PAULETTE BRADLEY	KENNETH WEST
DION CORNELIOUS	ROWLAND BECERRA	HILARIO ESPARZA	BILLY YOUNGER

AGENDA September 06, 2016

AGENDA August 16, 2016

AGENDA August 2, 2016

[See All Documents](#)

LATEST LNP

Quick Links

AGENDAS

BIDS & RFP'S

BUSINESS LICENSE

PRESS RELEASES

VOTING INFORMATION

JOBS

PAY MY BILL

ELECTION INFORMATION

SENIOR CENTER

DOCUMENT ARCHIVE

CITY IN PROGRESS

What's New in Lynwood

http://wordpress.lynwood.ca.us/city-clerk/commissions_and_boards/



HOME **ABOUT LYNWOOD** ▾ **DEPARTMENTS** ▾ **GOVERNMENT** ▾ **CITY SERVICES** ▾

CONTACT US

Commissions & Boards

Home / City Clerk / Commissions & Boards



Commissions & Boards

- Community Development Block Grant Advisory Board
- Personnel Board
- Planning Commission
- Public Safety Commission
- Traffic and Parking Commission

The various Commissions, Councils and Boards of the City of Lynwood provide input to both the City Council as well as staff on a variety of issues and topics. Community members are encouraged to attend, and participate in, any of the meetings noted here.

Commission Opportunities:

Individual members of the City Council appoint commissioners with the approval of a majority of the City Council. The City Council reserves the right to replace or transfer a commissioner through a majority vote of the Council.

Contact Information

Maria Quinonez, City Clerk

(310) 603-0220 ext. 210
mquinonez@lynwood.ca.us

Lourdes Morales, Office Assistant II

(310) 603-0220 ext. 214
lmorales@lynwood.ca.us

All commissions meet in the Lynwood City Council Chambers

Application

**CITY CLERK
DEPARTMENT PAGE**

Current Lynwood residents may download a Commissioner Application. Completed applications are accepted in the City Clerk's Office.



Commission Facts

- City elected officials are not allowed to serve in commissions.
- Citizens are not allowed to serve on more than one commission.
- The compensation for serving on a commission is a stipend of \$50 paid per meeting attended.
- Agendas and minutes are published and available in the City's agenda archive.
- Folder containing Commissions & Boards agendas for 2016 can be found [HERE](#).
- Folder containing Commissions & Boards agendas older than 2016 can be found [HERE](#).

Community Development Block Grant Advisory Board

Staff Liaison:

Annette Potts, apotts@lynwood.ca.us

Composition:

The Community Development Block Grant (CDBG) Commission is a five (5) member board comprised of Lynwood residents and appointed by the Lynwood City Council.

Duties:

The CDBG Board serves in an advisory capacity to the Lynwood City Council on matters pertaining to the City's Community Development Block

Personnel Board

Staff Liaison:

Haydee M. Sainz,
hsainz@lynwood.ca.us

Yolanda Delgadillo,
ydelgadillo@lynwood.ca.us

Composition:

The Personnel Board is a five (5) member board comprised of Lynwood residents and appointed by the Lynwood City Council.

Duties:

The Personnel Board is responsible for appeals submitted by any person in

(CDBG) Grant and HOME Investment Partnership (HOME) Grant Programs and use of funds. The CDBG and HOME grants provide funds to a variety of programs and activities principally for low income residents. The CDBG Commission assures that the housing and community development needs of Lynwood's low income residents are addressed with the use of these funds

Term:

The CDGB Board is appointed by the City Council on an annual basis.

Stipend:

\$50 per meeting attended.

CDBG BOARD

Meets the 1st Wednesday of each month at 6:00 p.m. in designated location on an as needed basis

LORRAINE MOORE

Appointment Date: 12/22/2015

Term Expires:12/31/2016

Appointed by: Council Member Alatorre

ANDREW NUNEZ

Appointment Date:1/19/2016

Term Expires:12/31/2016

Appointed by: Mayor Hernandez

YOLANDA RORIGUEZ-GONZALEZ

Appointment Date:04/19/2016

Term Expires:12/31/2016

Open Vacancy

the classified service relative to any appealable disciplinary action, dismissal, demotion or alleged violation of this chapter or the personnel rules, use of pre-trial rules in Personnel Hearings and to publish/post notices of tests, conduct and grade tests for positions in the classified service.

Term:

The Personnel Board is appointed by the City Council on an annual basis.

Stipend:

\$50 per meeting attended.

PERSONNEL BOARD

Meets the 3rd Thursday of each month at 5:00 p.m. in designated location

BARBARA BATTLE

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Council Member Alatorre

REV. ROBERT ROBINSON JR.

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Hernandez

GARY HARDIE

Appointment Date:1/19/2016

Term Expires:12/31/2016

Appointed by: Council Member Solache

PAULETTE BRADLEY

CDBG BOARD

Appointed by: Council Member
Solache

EVELIA HERNANDEZ

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Pro Tem
Castro

DION CORNELIOUS

Appointment Date: December 2013

Term Expires:12/31/2017

Appointed by: Council Member
Santillan-Beas

PERSONNEL BOARD

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Pro Tem
Castro

HILARIO ESPARZA

Appointment Date: December 2013

Term Expires:12/31/2017

Appointed by: Council Member
Santillan-Beas

Planning Commission**Staff Liaison:**

Mike Poland,
mpoland@lynwood.ca.us
Karen Figueroa,
kfigueroa@lynwood.ca.us
Marisol Medina,
mmedina@lynwood.ca.us

Composition:

The Planning Commission is a five (5) member board comprised of Lynwood residents and appointed by Lynwood City Council.

Duties:

The Planning Commission reviews zoning, planning, and land use matters that cannot be approved on an administrative level. The Planning Commission ensures that any

Public Safety / Traffic & Parking Commission**Staff Liaison:**

Elias Saikaly, P.E.,
esaikaly@lynwood.ca.us
JD Whitaker,
jdwhitaker@lynwood.ca.us
Guillermo Perez,
gperez@lynwood.ca.us

Composition:

The Public Safety, Traffic & Parking (P.S.T.P.) Commission is a five (5) member board comprised of Lynwood residents and appointed by the Lynwood City Council.

Duties:

The P.S.T.P. Commission reviews items that relate to transportation, parking and code enforcement. The

development and land use applications are consistent with the requirements set forth in the Lynwood Municipal Code. The Commission also serves as an advisory board to the City Council and makes recommendations on all land use and development applications. The decisions and recommendations of the Commission are to ensure the welfare and well being of Lynwood residents.

Term:

The Planning Commission is appointed by the City Council on an annual basis.

Stipend:

\$50 per meeting attended.

PLANNING COMMISSION

Meets the 2nd Tuesday of each month at 6:00 p.m. in designated location

ELIZABETH BATTLE

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Council Member Alatorre

ALEX LANDEROS

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Hernandez

JORGE CASANOVA

Appointment Date:12/22/2015

Term Expires:12/31/2016

P.S.T.P. Commission ensures that all items brought to the table follow the Lynwood Municipal Code. The P.S.T.P. Commission also serves as an advisory board to the City Council by making recommendations on all transportation related design and enforcement. The decisions and recommendations of the Commissioners are to ensure the public safety of Lynwood residents.

Term:

The P.S.T.P. Commissioners are appointed by the City Council on an annual basis.

Stipend:

\$50 per meeting attended.

PUBLIC SAFETY/TRAFFIC & PARKING COMMISSION

Meets the 4th Thursday of each month at 6:00 p.m. in designated location on an as needed basis

JAIME ROBERTO FLORES, JR.

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Council Member Alatorre

ANTONIO MUNGUIA

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Hernandez

JULIAN DEL REAL-CALLEROS

Appointment Date:1/19/2016

Term Expires:12/31/2016

PLANNING COMMISSION

Appointed by: Council Member
Solache

KENNETH WEST

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Pro Tem
Castro

BILLY YOUNGER

Appointment Date: December 2013

Term Expires: 12/31/2017

Appointed by: Council Member
Santillan-Beas

**PUBLIC SAFETY/TRAFFIC &
PARKING COMMISSION**

Appointed by: Council Member
Solache

ARTHUR MARTINEZ JR.

Appointment Date:12/22/2015

Term Expires:12/31/2016

Appointed by: Mayor Pro Tem
Castro

ROWLAND BECERRA

Appointment Date: December 2013

Term Expires:12/31/2017

Appointed by: Council Member
Santillan-Beas



City of Malibu

23825 Stuart Ranch Road • Malibu, California • 90265-4861
Phone (310) 456-2489 • Fax (310) 456-3356 • www.malibucity.org

June 29, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

RE: Response to County of Los Angeles Civil Grand Jury Report –
Appointed Commissions: Transparency Will Maintain the Public Trust

Dear Judge Kuhl:

In response to the Civil Grand Jury report referenced above, the City of Malibu agrees with the Grand Jury's findings that complete transparency regarding participation on the City's various boards, commissions, and committees is necessary to maintain the public trust. In accordance with the Grand Jury's Recommended Actions Nos. 5.1, 5.2, and 5.3, the City of Malibu has added the following to all board, commission, and committee pages on the City's website (www.malibucity.org/Commissions) effective today:

Participation

Individuals may serve on only one commission, board, or committee at any given time, in accordance with Council Policy No. 48 – Opportunity to Serve (adopted February 25, 2013).

No compensation is paid for participation on any of the City's boards, commissions, or committees.

Active City Councilmembers may not be appointed as a member of any City board, commission, or committee. Councilmembers do serve on City Council Subcommittees and Ad Hoc Committees.

I trust that this addition to the webpages for all of the City's boards, commissions, and committees will satisfy the requirements of the Grand Jury. If you have any questions, or if additional website modifications are required, please let us know. Thank you.

Sincerely,

Reva Feldman
City Manager

Cc: Mayor Rosenthal and Honorable Members of the Malibu City Council



City of Manhattan Beach

Management Services

Phone: (310) 802-5050

FAX: (310) 802-5051

TDD: (310) 546-3501

February 27, 2017

County of Los Angeles Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

237-3777 F.S.
185

Dear Ms. Joanne D. Saliba,

This letter is in response to the letter dated on February 1, 2017, regarding the mandated response to the 2015-2016 Los Angeles County Civil Grand Jury Report: **Appointed Commissions Transparency Will Maintain the Public Trust.**

The City of Manhattan Beach agrees with the Civil Grand Jury's findings and has acted and implemented the following recommendations:

- **5.1** – Add a “Commission Facts” section for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment,

The City's website now reads, “Commissioners and boardmembers are volunteer positions and will serve without compensation. With staff liaison approval, commissioners and boardmembers may be reimbursed for their reasonable and necessary costs and expenses incurred in connection with the performance of their duties.”

- **5.2** – Add whether or not election official may serve on an existing commission to the “Commission Facts” section,

The City's website now reads, “Elected officials are not eligible to serve on any commission or board.”

- **5.3** – Add whether or not commissioners are allowed to serve on more than one commission at the same time to the “Commission Facts” section.

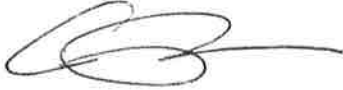
The City's website now reads, “It is customary for commissioners and boardmembers to serve on one commission at a time. Should there be an insufficient amount of applicants for the Board of Building Appeals, Resolution No. 5702 authorizes the City Council to appoint qualified members of Boards and Commissions who are concurrently serving on the Board of Building Appeals, as well.”

In regards to recommendation 5.4, the City regularly posts a current agenda and timely meeting minutes for each of the City's commissions and boards on the City website. The City Clerk's Office implemented this practice prior to the City receiving the 2015-2016 Los Angeles County Civil Grand

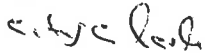
Jury Report. Therefore, this was not a recommendation that needed to be implemented in response to the report.

The City of Manhattan Beach is committed to being an open and transparent government institution and welcomes recommendations that maintain and enhance the public trust.

Sincerely,

A handwritten signature in black ink, appearing to read 'Liza Tamura', with a long horizontal stroke extending to the right.

Liza Tamura
City of Manhattan Beach

A smaller handwritten signature in black ink, appearing to read 'Liza Tamura', located below the printed name.

Attachment #1: City of Manhattan Beach Planning Commission Webpage Screenshot

Attachment #2: City of Manhattan Beach Sunshine Policy

Attachment

CITY OF
MANHATTAN BEACH

Select Language

Quick Links

HOMECITY SERVICESCITY OFFICIALSRESIDENTSBUSINESSESVISITORSI WANT TO...

▼ Boards and Commissions

► Planning Commission

Board of Building Appeals

Cultural Arts Commission

Library Commission

Parks and Recreation Commission

Parking and Public Improvements Commission

Los Angeles County West Vector Control Board Trustee

Procedure for Voting on Appointments

City Services ► Boards and Commissions

PLANNING COMMISSION

Font Size: [Share & Bookmark](#) [Feedback](#) Print

Established by ordinance, pursuant to the State Planning and Zoning Law, the Planning Commission is responsible for long-range planning activities, including major use permits, commercial planned development permits, zone changes, code amendments, and modification to long-range planning documents, including the City's General Plan and Local Coastal Plan. The Planning Commission consists of five (5) members who meet on the 2nd and 4th Wednesdays of each month at 6:30 PM.

Planning Commissioners

SEAT	MEMBER	ORIGINAL TERM APPOINTMENT	CURRENT TERM EXPIRES
1***	Steve Ortmann	6/1/12	5/31/15; 5/31/18
2	George Apostol	6/1/15	5/31/18
3	Chris Conway	6/1/11	5/31/14; 5/31/17
4	Nancy Hersman	6/1/14	5/31/17
5	Penny Borookas	6/1/14	5/31/17

Email All Planning Commission Members

The Planning Commission meets the 2nd and 4th Wednesday of each month at 6:30 PM in the City Council Chambers. Please see the City Calendar for changes in meeting schedule or to access the Agenda prior a meeting. Meetings will be broadcast live via Manhattan Beach Local Community Cable, Channel 8, and Live Streaming Video. Post meetings will be rebroadcast on Friday and Sunday at 12:00 PM and 8:00 PM (webcast links may intermittently be unavailable due to vendor's scheduled system's maintenance). Meetings also may be viewed on demand by selecting the date next to .

Commission Facts

- Commissioners and boardmembers are volunteer positions and will serve without compensation.
- With staff liaison approval, commissioners and boardmembers may be reimbursed for their reasonable and necessary costs and expenses incurred in connection with the performance of their duties.
- Elected officials are not eligible to serve on any commission or board.
- It is customary for commissioners and boardmembers to serve on one commission at a time. Should there be an insufficient amount of applicants for the Board of Building Appeals, Resolution No. 5702 authorizes the City Council to appoint qualified members of Boards and Commissions who are concurrently serving on the Board of Building Appeals, as well.

Staff Liaison: Anne McIntosh, Interim Community Development Director, (310) 802-5503.
Members serve 3 year terms. They may serve a maximum of two terms (6 years).

*** Members appointed to fill a vacancy with less than 18 months remaining in the term are automatically

Staff Liaison: Anne McIntosh, Interim Community Development Director, (310) 802-5503.
Members serve 3 year terms. They may serve a maximum of two terms (6 years).

** Members appointed to fill a vacancy with less than 18 months remaining in the term are automatically reappointed to a three-year term without additional Council action.

*** If a vacant seat had 18 months or more remaining in its original term, the member would complete the original term and then be eligible for reappointment to one succeeding three-year term.

Cable television viewers experiencing any issues (audio or video quality) with cable broadcast are advised to do the following:

- Verizon customers should contact Verizon's local business line at (800) 483-4000. Be sure to have the phone number or account number associated with the billing address ready.
- Time Warner customers should visit Time Warner's Loss of Picture Support page for assistance.

Link(s) may intermittently become unavailable during scheduled system maintenance or provider outage.

Planning Commission Action Minutes shall be posted the day after the meeting.

EVENT	DATE
Planning Commission - Regular Meeting	March 08, 2017 - 06:30 PM

Search Video Archives:

Enter Keywords here

Archived Meetings

2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
2006	2005									
VIEW		DURATION	DOCUMENTS	DOWNLOAD	CAPTIONS					
	Dec 14, 16	Planning Commission - Regular Meeting	00h 35m	Agenda	Minutes	Video	Captions			
	Nov 09, 16	Planning Commission - Regular Meeting	00h 29m	Agenda	Minutes	Video	Captions			
	Oct 26, 16	Planning Commission - Regular Meeting	02h 43m	Agenda	Minutes	Video	Captions			
	Sep 28, 16	Planning Commission - Regular Meeting	00h 26m	Agenda	Minutes	Video	Captions			
	Aug 10, 16	Planning Commission - Regular Meeting	01h 59m	Agenda	Minutes	Video	Captions			
	Jul 27, 16	Planning Commission - Regular Meeting	02h 53m	Agenda	Minutes	Video	Captions			
	Jun 22, 16	Planning Commission - Regular Meeting	02h 20m	Agenda	Minutes	Video	Captions			
	May 11, 16	Planning Commission - Regular Meeting	02h 13m	Agenda	Minutes	Video	Captions			
		Planning Commission -	03h 08m	Agenda	Minutes	Video	Captions			

Free viewers are required for some of the attached documents.
They can be downloaded by clicking on the icons below.



City of Manhattan Beach Sunshine Policy

1. PURPOSE

The City of Manhattan Beach ("City") is committed to transparency, open government and providing the public with timely and wide-ranging access to its meetings, written records and information.

This Sunshine Policy is the culmination of the work initiated by the City's Ad Hoc Open Government Subcommittee which was established in order to improve transparency, openness and accessibility. From 2011 to 2013, the Ad Hoc Open Government Subcommittee held multiple public input meetings to discuss many open government best practices. Through the research conducted, the Ad Hoc Open Government Subcommittee created and revised numerous Open Government Initiatives, and developed an Open Government Initiatives Matrix. In some instances, the City Council directed staff to go above and beyond the minimum requirements of the Ralph M. Brown Act (Brown Act). In other instances (e.g. Appendix A, No. 2), City Council directed staff to fully comply with the Brown Act.

The purpose of this policy is to compile the work of the Ad Hoc Open Government Subcommittee into one cohesive policy with the goal of ensuring the public has easier access to City government, so that they may be more informed about what their City is doing, and so that they may be involved in a more meaningful and knowledgeable way.

2. FINDINGS

The Manhattan Beach City Council finds as follows:

A. The Ralph M. Brown Act states: "The people of this State do not yield their sovereignty to the agencies which serve them."

B. It is the City's duty to serve the public and to accommodate those who wish to obtain information about or participate in the process of making decisions by providing comment and input, prior to any official decision.

C. Elected City officials, commissions, boards, advisory bodies and other agencies of the City exist to conduct the people's business. This policy is intended to assure that the deliberations of these bodies and the City's operations are open to the public.

D. Each member of the public is afforded the following: the ability to attend City Council meetings and provided an opportunity to directly address the council "before or during" consideration of an agenda item. In those rare and unusual circumstances where the business of government may be conducted behind closed doors, those circumstances must be carefully and narrowly defined to prevent any abuse.

E. This policy is intended in part to clarify and supplement the Ralph M. Brown Act and the California Public Records Act to assure that the people of the City of Manhattan Beach can be fully informed and thereby retain control over the instruments of local government in their City.

City of Manhattan Beach Sunshine Policy

except for the Manhattan Beach Police Department which will be available 24 hours a day, seven days a week (Resolution 16-0049) and;

c. All agendas and agenda packets of every regular City Council meeting shall be available to the public by an email subscription through the City's email notification (E-Notify) system (Appendix A, No. 1, No. 19 and No. 26). Such service shall be provided free of charge and shall be provided to the subscriber until the request for the service is cancelled by the subscriber or the email address is no longer valid. The email shall be sent at the time of the posting of the agenda for the meeting.

d. By reference, the attached Resolution 16-0049 or its successor, City Council meeting agendas shall include a tentative agenda forecast of upcoming City Council meetings and items that need to be agendaized for future meetings, Consent Calendar section (Resolution 16-0049; Appendix A, No. 4, No. 11, No. 12, No. 13, and No. 28).

e. When applicable, a comprehensive public outreach section is now incorporated into the new staff report format. This new format includes a Public Outreach/Interest section which will be utilized to discuss planned outreach efforts that have occurred with various stakeholders (Appendix A, No. 14) and;

f. Documents provided to the City Clerk after the posting of an agenda will be distributed to the City Council and hard copies will be made available for the public at the City Council meeting (Resolution 16-0049).

g. All agendas of every quasi-judicial body shall be available to the public by an email subscription through the City's email notification (E-Notify) system (Appendix A, No. 1). Such service shall be provided free of charge and shall be provided to the subscriber until the request for the service is cancelled by the subscriber or the email address is no longer valid. The email shall be sent at the time of the posting of the agenda for the meeting.

h. Early notification of recent Planning Commission decisions will be posted on the City's website and distributed through the City's E-Notify system (Appendix A, No. 31).

Notwithstanding any other provision of this policy, the inability of an agenda subscriber to timely receive the agenda or agenda-related material via the City's E-Notify system pursuant to this section, shall not constitute grounds for invalidation of the actions of the body taken at the meeting for which the agenda or the agenda-related material was not timely received.

2. Closed Session Language, Settlement Transparency.

This policy will provide more information to the public regarding the language on Closed Session agendas pertaining to litigation matters and settlement agreements. The language is listed below:

City of Manhattan Beach Sunshine Policy

2. Technology and Transparency.

a. The City shall also receive public comment on its website on agendas, topics and issues within the City's jurisdiction and related to official City business. The purpose of receiving public comment through the City's website is to expand the City's civic engagement efforts in order to reach out and obtain comments and feedback from a broader segment of the City's population. The City will also use its website and internet based platforms to disseminate important information to the public. The City will employ multiple internet based platforms to receive public comment, feedback, ideas and suggestions (Appendix A, No. 15, No. 20, No. 21, No. 30, and No. 33). These internet based platforms will be made available on the City's website and may include but are not limited to:

1. Facebook.
2. Twitter.
3. Nixle.
4. Open City Hall.
5. Information Memos.
6. Budget Transparency Platform.
7. GovQA (Internet based, public records request portal used for submitting and reviewing Public Records Requests and any corresponding documents).

The City will make all reasonable efforts to ensure these services will be available 24 hours a day, seven days a week, excluding any software or hardware failure which the City has taken customary precautions.

b. A video and audio recording of each City Council meeting shall also be recorded and made available for inspection and copying upon request within the shortest possible time after the meeting. Any additional meetings held by bodies covered under the Brown Act conducted outside of the City Council chambers, at nearby City facilities, will be broadcast to the extent where technologically feasible (Appendix A, No. 5 and No. 6).

c. The City will put forth its best effort to utilize the latest advancements in technology, where financially and technologically feasible, to improve transparency and increase open government, including but not limited to Granicus Legistar and Live Manager, or other electronic meeting management software or technology (Appendix A, No. 16, No. 17 and No. 18).

**APPENDIX A - POLICY CROSS REFERENCE MATRIX
IMPLEMENTED OPEN GOVERNMENT INITIATIVES**

Ref. #	Initiative Area	Implementation Timeline	City Council Approval Date	DESCRIPTION	How will this be accomplished?	Project Lead	Challenges	Legal Challenges	800 Number	Current Status
1	Public Forums, Hearings, and Meetings	Short	1/3/2012	Not all interested meeting topics are met as a meeting is set up for the agenda to follow (e.g. other code pending items)	Re-identify City Website	City Clerk	Scheduling of limited staff, unbudgeted expense	None; exceeds legal minimum requirements		IMPLEMENTED
2	Public Forums, Hearings, and Meetings	Medium		Explore concept and limits of the use of special meetings (policy)	City Council Policy	City Attorney		Follow Brown Act		RESOLVED
3	Public Forums, Hearings, and Meetings	Short	1/3/2012	Train City Council and Staff on types of meetings (regular, special, emergency, etc.)	1-page handout	City Attorney	None	None		IMPLEMENTED
4	Public Forums, Hearings, and Meetings	Short	1/3/2012	*Include a schedule of upcoming meetings on each agenda. *Resolution 15-0048 supersedes this section.	Modify the current Agenda Template	City Clerk	None	None		IMPLEMENTED
5	Public Forums, Hearings, and Meetings	Medium	6/16/2012	Provide for meeting broadcasting capabilities at the Public/Private Conference Room, Audio Center, Library	Provision of necessary equipment, additional I.S. Division staff required	I.S. Manager	Scheduling of limited staff, unbudgeted expense	None	Out of I.S. staff	IMPLEMENTED
6	Public Forums, Hearings, and Meetings	Medium		Provide for meeting recording of meetings held outside City Council Chambers	Small investment for equipment, and ongoing staffing	I.S. Manager	Scheduling of limited staff, unbudgeted expense	None	Out of I.S. staff	IMPLEMENTED
7	Public Forums, Hearings, and Meetings	Short	1/3/2012	Timely completion and posting of City Council, subcommittee, and Commission meeting minutes	Staff will develop an administrative policy setting the deadline for meeting minutes and the staff will be responsible for distributing to all departments responsible for coordination or development of minutes	City Clerk	Staffing, day to day operations interrupt this activity	None		IMPLEMENTED
8	Public Forums, Hearings, and Meetings	Short	4/18/2014	Policy on the format of minutes (action vs. summary)	City Council Policy	City Clerk				RESOLVED
9	Public Forums, Hearings, and Meetings	Short	6/16/2012	*Evaluate the policy on time limits for audience participation (currently policy of 3-min individual and 15-min cumulative is set by City Council resolutions). *Resolution 15-0048 supersedes this section. *Evaluate the order/placement of audience participation on the agenda; review other cities' audience participation models.	City Council Policy	City Clerk	None			IMPLEMENTED City Council Revised Agenda Procedures
10	Public Forums, Hearings, and Meetings	Short	6/16/2012	*Resolution 15-0048 supersedes this section.	City Council Policy	City Clerk	None			IMPLEMENTED City Council Revised Agenda Procedures
11	Public Forums, Hearings, and Meetings	Short	1/3/2012	*Consent Calendar content (include notice items only). *Resolution 15-0048 supersedes this section.	Mayor and City Manager currently work together to set the agenda	City Manager	None			IMPLEMENTED; 7/16/2018
12	Public Forums, Hearings, and Meetings	Short	1/3/2012	*Pulling of Consent Items: City Council should pull out with staff introduction of the item included; clarifying questions and statements that could be addressed quickly vs. pulling an item. *Resolution 15-0048 supersedes this section.	City Council Policy	City Clerk	None			IMPLEMENTED
13	Public Forums, Hearings, and Meetings	Short	7/16/2018	*Follow-up of items that need to be agenda'd for a future meeting; ensuring that items are brought back	Staff will make a list of items requested to be agenda'd during each City Council meeting and the list is discussed at the first Dept Head meeting immediately following City Council meeting.	City Manager / City Clerk	None	None		IMPLEMENTED
14	Public Forums, Hearings, and Meetings	Short		** Staff Reports: how to or not to include the public stakeholders	A public outreach section was added to Staff Report template to describe any outreach efforts conducted by staff to stakeholders as necessary.	City Manager				IMPLEMENTED 1/14/2018
15	Public Forums, Hearings, and Meetings	Medium	1/3/2012	Electronic Community Discussion Board *The City has chosen to implement a new platform for an Electronic Community Discussion Board. See Matrix Item No. 20.	Staff will bring options to the subcommittee and City Council for consideration	City Manager		City Attorney has reviewed. None	Out of I.S. staff	IMPLEMENTED 3/14/2012 & 6/7/2012
16	Public Forums, Hearings, and Meetings	Short	1/3/2012	Evaluation of Meeting Management Software/Technology Tools to aid in meeting operations and audience participation	Staff will bring to City Council options for enhancing current meeting management software.	City Clerk / I.S. Manager	unbudgeted expense, training of staff for new software; additional /dedicated I.S. staff support during City meetings	None	Out of I.S. staff	IMPLEMENTED

**Indicate Open Government Initiative items implemented since July 2014.

**APPENDIX A - POLICY CROSS REFERENCE MATRIX
IMPLEMENTED OPEN GOVERNMENT INITIATIVES**

30	Knowledge Acquisition and Information Accessibility	Short	**Regular Informational Meetings	Community more often when items are important to share, and either do not need to be placed on a Council Agenda, or do not need to be placed on the item is scheduled to inform the public. These are being distributed via our e-newsletter as well as the City's social media sites (Facebook and Twitter).	City Manager/City Clerk	None	None	IMPLEMENTED; 11/17/2014
31	Knowledge Acquisition and Information Accessibility	Short	**Early Notification of Planning Commission Decisions. **Resolution 15-0048 supercedes this section.	Staff will distribute early notifications of recent Planning Commission decisions through the City's e-notification sent on the City's website.	Community Development Director	None	None	IMPLEMENTED
32	Knowledge Acquisition and Information Accessibility	Short	Public Distribution of City Manager Weekly Report	City Manager will send out a weekly update on Fridays that will provide information on any events which occurred during the week.	City Manager	None	None	IMPLEMENTED In Compliance with March Item No. 25
33	Knowledge Acquisition and Information Accessibility	Short	**Increased Use of other Online Tools	The City previously used its social media sites (Facebook and Twitter) for information distribution purposes only (one way communication). Recently, the Public and Recreation Department has expanded the use of social media to reach out to residents. The City overall is looking to expand its two-way communication with residents through various means such as eComment on Agenda, Open City Hall, and new public records software GovQA.	City Manager/City Clerk	The City has already created a comprehensive social media policy; however, the policy needs to be fully implemented in order to provide a two-way communication with residents and to expand upon the current uses of the City's social media platforms.	IMPLEMENTED/ONGOING	
34	Knowledge Acquisition and Information Accessibility	Medium	Provide written guidelines to staff and the public regarding the California Public Records Act and the Brown Act in accordance with the Mosier settlement.	Written guidelines in the form of a handbook has been provided to staff. In addition, City Attorney has provided training on the Public Records Act.	City Attorney	None	None	IMPLEMENTED
Ref. 1	Efficiency/Transparency Area	Implementation Timeline	DISCUSSION	How will this be implemented?	Project Lead	Admin. Challenges	Legal Challenges	Current Status IMPLEMENTED/ONGOING
35	Open Government Campaign and Commitment Building	Medium	City Council and Staff Training	Review current training offerings, budgets, and opportunities provided to City Council and staff	City Manager / Human Resources Director	None	None	Ongoing training will be provided to Staff. Annual training provided to Commissioners on Brown Act, Public Records Act and Conflicts

ADDITIONAL OPEN GOVERNMENT INITIATIVES MATRIX ITEMS

	Public Forums, Hearings, and Meetings	Long-term	Quarterly Work Plan updates at City Council meetings and ongoing updates posted to the City website. **The City adopted a "Strategic Plan" and no longer utilizes the quarterly work plan concept.	Modify the current Work Plan website page to a chart form that will be updated on an ongoing basis. An agenda item for "Work Plan Status Update" will be added to the City Council Agenda for the second regular meeting of each month: July, October, January, April. **The City adopted a "Strategic Plan" and no longer utilizes the quarterly work plan concept.	City Manager	None	None	IMPLEMENTED
	Public Forums, Hearings, and Meetings	Short	Scheduling of Annual Work Plan Meetings. **The City adopted a "Strategic Plan" and no longer utilizes the quarterly work plan concept.	A Work Plan meeting to set the coming year's goals typically occurs in January. The meeting is held in the City Council chambers and is open to the public. The City adopted a "Strategic Plan" and no longer utilizes the quarterly work plan concept.	City Manager	None	None	IMPLEMENTED

Although not specifically outlined within the Sunshine Policy, these remaining items may have already been implemented or are ongoing

**Latest Open Government Initiatives Items implemented since July 2014.



City of Maywood

4319 East Slauson Avenue Maywood, CA 90270 Telephone (323) 562-5000 Fax (323) 773-2806

DONALD 3/28/17
1A 120012

253 - 3/21/17

M.L. Pof... ✓

March 21, 2017

Joanne D. Saliba, Foreperson, 2016-2017 Los Angeles County Civil Grand Jury
210 W. Temple St. Room 11-506
Los Angeles, CA 90012

**Subject: Response to the Final Grand Jury Report Entitled "Appointed Commissions
Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, 5.3"**

Dear Ms. Saliba,

This letter transmits the City of Maywood's response to the findings and recommendations contained in the 2016-2017 Civil Grand Jury Final Report entitled "Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, 5.3". Our Response is as follows:

The City has reviewed and agrees with the County of Los Angeles Civil Grand Jury recommendations for the City of Maywood. The anticipated date for full implementation is June 15, 2017.

We appreciate the opportunity to respond to the Grand Jury Final Report. If you have any questions or concerns please contact me at (323)562-5700.

Sincerely,

Reuben Martinez
City Manager



165 - R. Kuhl

September 27, 2016

Hon. Carolyn B. Kuhl
Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, California 90012

RE: Response to Civil Grand Jury Report Regarding City Boards and Commissions

Honorable Judge Kuhl:

I serve as City Manager for the City of Monrovia. I write to respond to the above-referenced report of the Civil Grand Jury, as required by Penal Code Sections 933 and 933.05.

Response to Findings 1-13:

Findings 1-13 are city-specific in some instances, and generic in others. None of the city-specific findings apply to Monrovia, and it would be exceedingly difficult to verify the findings the Civil Grand Jury has made. We have no reason to doubt or disagree with the findings, however, and on that basis the City agrees with the findings based on the information available to us.

Response to Recommendations 5.1 – 5.5:

The City of Monrovia believes in transparency and providing an excellent customer service experience. We are always open to suggestions regarding ways we can make our public outreach more transparent and easier to use. Recommendations 5.1-5.5, inclusive, are accepted in that spirit. However, we note that the Civil Grand Jury's recommendations are not required by law. Although we have accepted these recommendations as detailed below, the City always reserves the right to continue to improve and find better ways of providing services and information to our constituents and customers.

September 27, 2016
Hon. Carolyn B. Kuhl
RE: Response to Civil Grand Jury Report
Page 2

Recommendation	Status
Add "Commission Facts" subpage for each Board/Commission with the information below (5.1-5.4):	Each board and commission already had some form of "About Us" page
5.1 List whether compensation is paid, in what amount, and if attendance is required for payment OR state that compensation is not provided	Added statement regarding all positions being volunteer with no compensation provided.
5.2 State whether elected officials may serve on each commission	Added statement that elected officials may not serve on boards and commissions.
5.3 State whether commissioners are allowed to serve on more than one commission at one time	Added statement that Boardmembers and commissioners may only serve on one advisory body at a time.
5.4 Post links to agendas and minutes in a timely manner	Agendas have been posted for some time. Minutes have been updated.
5.5 Add a conspicuous link with commission information to homepage or under heading such as Services or Government	Since at least June 2013 (when new website was launched – possibly prior to that, also) home page has had "Boards and Commissions" link under the Government heading on the main page.

Thank you for the opportunity to respond to the Civil Grand Jury's report.

Sincerely,



Oliver Chi
City Manager

MICHAEL MENDEZ
Mayor

HERI KELLEY
Vice Mayor

LEONARD SHRYOCK
Councilmember

LUIGI VERNOLA
Councilmember

MICHAEL J. EGAN
City Manager



City of
NORWALK

12700 NORWALK BOULEVARD, P.O. BOX 1030, NORWALK, CA 90651-1030 * PHONE: 562.929.5700 * FAX: 562.929.5773 * WWW.NORWALK.ORG

September 12, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street
11th Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to the 2015-16 Los Angeles County Civil Grand Jury –
Appointed Commissions: Transparency Will Maintain the Public Trust
Report

The City of Norwalk understands the concerns expressed in the Los Angeles County Civil Grand Jury report related to Appointed Commissions released on June 30, 2016 (Report). On behalf of the City of Norwalk, please accept this as our official response to the Report.

FINDINGS 1 THROUGH 13 AND CITY RESPONSE.

As noted by the Report, the Los Angeles County Civil Grand Jury ("Grand Jury") studied the websites for the County of Los Angeles and the 88 cities within the County and from its research made thirteen findings ranging from very specific factual findings (i.e. Two cities, Bell and Westlake Village, have no commissions) to findings that are quite general (i.e. Some cities publish agendas for commission meetings but not the minutes."). The City is not in the position to verify the facts underlining every finding without undertaking the same research conducted by the Grand Jury, which would be labor intensive. Accordingly, the City will assume the findings to be true and on such basis agrees with the findings made by the Grand Jury.

RECOMMENDATION 5.1 – Los Angeles County and each listed city in Section VI should add to the "Commissions Facts" for each existing commission whether

compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE TO 5.1

The recommendation has already been implemented. Information on compensation has been added to the section of the City Commissions page of the website.

RECOMMENDATION 5.2 – Los Angeles County and each listed city should add to "Commissions Facts" for each existing commission whether or not elected officials may serve on it.

RESPONSE TO 5.2

The recommendation has already been implemented. Information on eligibility of elected officials to serve on city commissions has been added to the section of the City Commissions page of the website.

RECOMMENDATION 5.3 – Los Angeles County and each listed city should add to "Commissions Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

RESPONSE TO 5.3

The recommendation has already been implemented. Information on ability of commissioners to serve on more than one commission has been added to the section of the City Commissions page of the website.

RECOMMENDATION 5.4 – each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

RESPONSE TO 5.4

The recommendation has already been implemented. Agendas and minutes are now published on the City's website. Current minutes for each commission meeting will be published following approval from their respective commission.

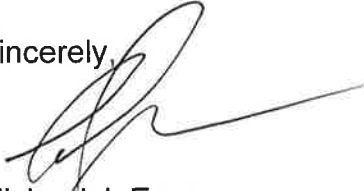
RECOMMENDATION 5.5 – EACH LISTED CITY SHOULD ADD A CONSPICUOUS LINK TO "COMMISSIONS" ON THE HOME PAGE OR AS A MENU OPTION UNDER "DEPARTMENTS," "GOVERNMENT," OR "SERVICES."

RESPONSE TO 5.5

The recommendation has already been implemented. The City of Norwalk website already has a drop down menu under "Departments" dedicated to City Commissions.

In conclusion, this completes the response of the City of Norwalk, which have been reviewed, commented upon, and approved by the Mayor and City Council at the September 6, 2016 City Council meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Egan", with a long horizontal flourish extending to the right.

Michael J. Egan
City Manager



City of Montebello

March 27, 2017

201-4,5,17

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

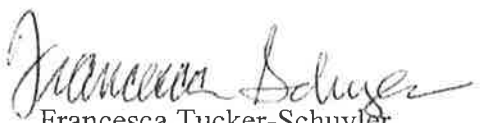
Re: Civil Grand Jury Report

Dear Presiding Judge,

Enclosed hereto please find the City of Montebello's responses to the 2015-2016 Los Angeles County Civil Grand Jury Final Report's recommendations, which are contained on pages 97 and 98 of the Final Report.

Please do not hesitate to contact me should you have any follow-up questions or require additional information. Thank you.

Sincerely,


Francesca Tucker-Schuyler
City Manager

City of Montebello

Responses to 2015-16 Civil Grand Jury Final Report

RECOMMENDATION NO. V5.1.

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response

The City of Montebello is in the process of implementing Recommendation No. V5.1. The City anticipates Recommendation No. V5.1 will be fully implemented by March 31, 2017.

RECOMMENDATION NO. V5.2.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response

The City of Montebello is in the process of implementing Recommendation No. V5.1. The City anticipates Recommendation No. V5.1 will be fully implemented by March 31, 2017.

RECOMMENDATION NO. V5.3.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response

The City of Montebello is in the process of implementing Recommendation No. V5.1. The City anticipates Recommendation No. V5.1 will be fully implemented by March 31, 2017.

RECOMMENDATION NO. V5.4.

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response

The City of Montebello is in the process of implementing Recommendation No. V5.1. The City anticipates Recommendation No. V5.1 will be fully implemented by March 31, 2017.

RECOMMENDATION NO. V5.5.

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

Response

The City of Montebello is in the process of implementing Recommendation No. V5.1. The City anticipates Recommendation No. V5.1 will be fully implemented by March 31, 2017.

3 - Leuben 1.
in envelope

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov



City Council
Peter Chan
Mitchell Ing
Stephen Lam
Hans Liang
Teresa Real Sebastian

City Clerk
Vincent D. Chang

City Treasurer
Joseph Leon

626-288-6361

June 28, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

185

Re: Appointed Commissions: Transparency Will Maintain the Public Trust
Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Presiding Judge Kuhl:

Pursuant to the County of Los Angeles Civil Grand Jury report, listed below is the City of Monterey Park's response to the findings and an update to the status to some of the recommendations and/or observations from their report.

Around December of 2015, the City of Monterey Park received and replied via email to the Civil Grand Jury in regards to their survey about "Appointed Commissions: Transparency will maintain the public trust". In that response we answered all of the questions posed. Thus we were surprised when we received notification on June 23rd that we were one of only two that did not reply. Below is a recap of what was conveyed in December.

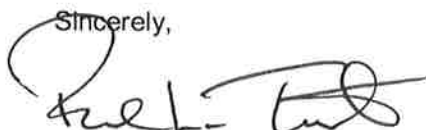
The City of Monterey Park has numerous boards and commissions, all of which follow the same guidelines.

- 1) All are voluntary with no compensation whatsoever.
- 2) You can only serve on one commission at a time.
- 3) Each appointment is for a one year term and you can serve up to a maximum of 8 consecutive years. (there is a slight exception to term limits for Library and Personnel, but still no compensation)
- 4) Elected officials do not serve on any boards or commissions.
- 5) Agendas and minutes are posted on the City website.

The City of Monterey Park will update the website and application forms to be sure to include the fact that no compensation is paid, no elected official can serve and that commissioners can serve only one board at a time.

Should you have any further questions or follow up, please do not hesitate to contact me.

Sincerely,


Paul L. Talbot
City Manager

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2898
www.montereypark.ca.gov



City Council

Peter Chan
 Mitchell Ing
 Stephan Lam
 Hane Liang
 Teresa Real Sebastian

City Clerk

Vincent D. Chang

City Treasurer

Joseph Leon

June 28, 2016

Presiding Judge Carolyn B. Kuhl
 Los Angeles County Superior Court
 Clara Shortridge Foltz Criminal Justice Center
 210 West Temple Street
 Eleventh Floor, Room 11-506
 Los Angeles, CA 90012

Re: Appointed Commissions: Transparency Will Maintain the Public Trust
 Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Presiding Judge Kuhl:

Pursuant to the County of Los Angeles Civil Grand Jury report, listed below is the City of Monterey Park's response to the findings and an update to the status to some of the recommendations and/or observations from their report.

Around December of 2015, the City of Monterey Park received and replied via email to the Civil Grand Jury in regards to their survey about "Appointed Commissions: Transparency will maintain the public trust". In that response we answered all of the questions posed. Thus we were surprised when we received notification on June 23rd that we were one of only two that did not reply. Below is a recap of what was conveyed in December.

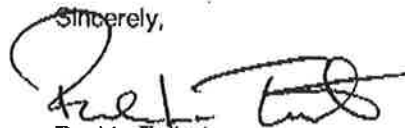
The City of Monterey Park has numerous boards and commissions, all of which follow the same guidelines.

- 1) All are voluntary with no compensation whatsoever.
- 2) You can only serve on one commission at a time.
- 3) Each appointment is for a one year term and you can serve up to a maximum of 8 consecutive years. (there is a slight exception to term limits for Library and Personnel, but still no compensation)
- 4) Elected officials do not serve on any boards or commissions.
- 5) Agendas and minutes are posted on the City website.

The City of Monterey Park will update the website and application forms to be sure to include the fact that no compensation is paid, no elected official can serve and that commissioners can serve only one board at a time.

Should you have any further questions or follow up, please do not hesitate to contact me.

Sincerely,


 Paul L. Talbot
 City Manager

#175 - F.L.



PALMDALE

a place to call home

JAMES C. LEDFORD, JR.
Mayor

STEVEN D. HOFBAUER
Mayor Pro Tem

MIKE DISPENZA
Councilmember

ROXANA MARTINEZ
Councilmember

FREDERICK THOMPSON
Councilmember

38300 Sierra Highway

Palmdale, CA 93550-4798

Tel: 661/267-5100

Fax: 661/267-5122

TDD: 661/267-5167

Auxiliary aids provided for

communication accessibility

upon 72 hours notice and request.

September 22, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Dear Honorable Presiding Judge:

In response to the Civil Grand Jury letter, dated June 23, 2016, regarding Commissions, I reviewed our website and found that the information we had available differed from the findings of the Civil Grand Jury. The City had much of the information requested by the Grand Jury on its website at the time of the letter. However, based on the Grand Jury's recommendations, the City has restructured its website to display information about City Boards and Commissions in a format that is more accessible to the public. The following changes have been implemented to the City's website www.cityofpalmdale.org:

1. On the City's home page under the City Hall tab, there is a Boards and Commissions webpage link.
2. On the Boards and Commission webpage, there is link to a separate page about each Board or Commission which includes the following information "Commission Facts" about each entity:
 - Mission statement
 - Meeting information
 - Roster of members
 - Membership information
 - Terms
 - Compensation information
 - Appointment information
 - Information as to whether or not elected officials may serve on it

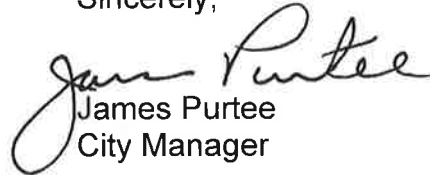
Civil Grand Jury Response
September 21, 2016
Page 2

The City's Library Board, Mobile Home Park Rental Review Board, and Audit Committee did not previously maintain agendas and minutes on the City's website; however, starting in October of 2016, Agendas and agenda items, including minutes, will be added to the City's website prior to meetings to keep the public informed.

Also included on the Boards and Commissions pages is the Maddy Act Local Appointment List which lists all Boards, Commissions and Council Committee appointments.

For additional information, please contact Anne Ambrose, Director of Administrative Services at (661) 267-5107 aambrose@cityofpalmdale.org.

Sincerely,



James Purtee
City Manager



CITY OF

Palos Verdes Estates

OFFICE OF
THE MAYOR

August 2, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

Re: Response to Recommendations Contained in the Los Angeles County Civil Grand Jury's Report on the Transparency of the City's Appointed Commissions

Dear Judge Kuhl:

On June 20, 2016, the Los Angeles County Civil Grand Jury issued its report entitled "Appointed Commissions: Transparency will Maintain the Public Trust." The Report focuses on the degree of transparency provided by the City (as well as the County and the rest of the cities in the County) relative to the availability of information about the City's appointed commissions and committees on its website. At the conclusion of the Report, the Grand Jury requested a response from the City to Recommendations 5.1, 5.2 and 5.3. We appreciate the opportunity to provide the following responses to these Recommendations in accordance with Penal Code §933.05.

In Palos Verdes Estates, the City has three appointed bodies: the Planning Commission, the Parklands Committee and the Traffic Safety Committee. Each consists of five residents appointed by the Mayor and approved by a majority vote of the City Council. The members of each commission serve without compensation for a two-year term.

The City's municipal code governs the authority of each commission. For example, the Planning Commission implements the City's current vision based on the General Plan and advises the City Council on Land Use and Policy Issues. The Parklands Committee regulates the parklands, grounds and landscaped portions of rights-of-way of the city and the Traffic Safety Committee advises the City Council on traffic safety matters.

The Grand Jury's report refers to "Commission Facts" as the portion of a city website where information about commissions and committees can be found. Palos Verdes Estates' website, under the Government tab, provides detailed information about each of the City's commissions and committees, including their roles and responsibilities, the current commissioners and their terms, and the regularly scheduled meeting date and time. The City's website also provides the necessary application for service on a City commission or committee.

The City responds to the specific recommendations in the Request as follows:

Recommendation 5.1: "Los Angeles County and each City listed in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided."

The City's municipal code expressly provides that commissioners serve without compensation. A link to the municipal code is on the City's website.

Additionally, whether on the Planning Commission, or the Parklands or Traffic Safety Committees, each appointed commissioner is provided with a document entitled "Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee," (the Commission Information Guide") which outlines the requirements, roles and responsibilities of commissioners. The Commissioner Information Guide also provides a brief primer on the Ralph M. Brown Act and certain ethics and conflict of interest rules. The City also provides to each commissioner a "Policy for Gifts to the City." This document is available on the City's website and a copy of the current version is attached as Attachment A.

The City has implemented this recommendation by updating the Commissioner Information Guide to advise those desiring to be commissioners that no compensation is paid for serving on a City commission. A copy of the updated revision to the Commissioner Information Guide is attached as Attachment B.

Recommendation 5.2: "Los Angeles County and each City listed in Section VI should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it."

As with recommendation 5.1, the City has implemented this recommendation by updating the Commissioner Information Guide to advise that Elected Officials may not serve simultaneously on a City commission.

5.3: "Los Angeles County and each City listed in Section VI should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

The City's municipal code specifically provides that no person may serve on more than one commission or committee at the same time. The City has implemented this recommendation by updating the Commissioner Information Guide to advise prospective commissioners that may not simultaneously serve on more than one commission or committee at the same time.

The Honorable Carolyn B. Kuhl
Los Angeles County Superior Court
August 2, 2016
Page 3

We thank you for the opportunity to respond to the Report. Should you have any further questions or desire any further information, please contact me or City Manager Anton Dahlerbruch.

Sincerely,

A handwritten signature in black ink, appearing to read 'JL King', with a stylized flourish extending from the end.

Jennifer L. King, Mayor
City of Palos Verdes Estates

Attachment A: Policy for Gifts to the City
Attachment B: Commission Information Guide; "Information for Members of the
Planning Commission, Parklands Committee and Traffic Safety
Committee" - Updated July 26, 2016

c: Honorable City Council
Bart Benjamins, Foreperson
Anton Dahlerbruch, City Manager
John C. Cotti, Assistant City Attorney

Policy for Gifts to the City

Purpose:

To provide guidelines for the City's acceptance of gifts in a responsible, ethical, transparent and accountable manner.

Types of gifts:

Gifts may be offered only in the form of cash, services or personal property*. A "restricted gift" is a gift designated by the donor for a particular City department, location or purpose. An "unrestricted gift" is a gift without any limitations placed on its use by the City. For the purpose of this policy, the term "gift" includes without limitation "donation" and goods or services provided by a City contractor or vendor beyond that specified in its contract with the City.

Procedure:

- The City Manager or appropriate Department Head shall perform an initial evaluation of a proposed gift. Factors to be considered include, but are not limited to, the following:
 - Whether acceptance of the gift is in the City's best interest and is consistent with applicable policies, ordinances, and resolutions;
 - Whether the acceptance of the gift would give rise to an appearance of impropriety;
 - In the case of a restricted gift, whether the gift obligates the City to make an immediate or initial City expenditure that has not been included in the approved City budget, and whether it may result in ongoing costs.
- The City shall consider whether to accept a proposed gift at a City Council meeting as an item on its agenda. Only the City Council may accept a proposed gift on behalf of the City. The staff report for the agenda item should discuss the staff's initial evaluation of the proposed gift. There is no need for staff to provide a recommendation to the City Council for each donation.
- To avoid the appearance of impropriety, among other things, the City shall not accept gifts from or on behalf of any donor who is in the process of obtaining discretionary approval from the City, or who applied for discretionary approval 18 months prior to the proposed gift. In the event a donor seeks discretionary approval from the City within 18 months following City's acceptance of a gift, the City shall return the gift to the donor.
- All gifts shall become City property.
- Upon acceptance by the City Council, a letter of the acknowledgement of the gift shall be sent to the donor, signed by the mayor.
- The City does not provide legal, accounting, tax or other such advice to donors. The City shall not provide to the donor an estimate of fair market value for gifts of services or personal property.

- The City will not accept anonymous gifts. All records of donations shall be subject to disclosure under the Public Records Act.

*Donations of real property are not subject to this policy. Any such proposed donations will be evaluated individually.

Policy for Gifts to City Employees and Officials

Gifts to individual employees and officials: Compensation for employees performing their public duty is limited to salaries, fringe benefits and any personal satisfaction that employees may derive from doing a good job. Officials include City volunteers who are appointed to serve on Committees, Boards and Commissions and are not compensated for their community service. Therefore, individual employees and officials shall not accept any personal gifts or tips from anyone other than the City for the performance of acts within the regular course of duties. Gifts include meals.

Gifts for the benefit of City employees: Edible gifts (e.g., gift baskets) are allowed but shall be made available to all employees. Alcohol is not allowed.

Received and Reviewed: _____

Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee

Requirements of the position:

1. A Member must be a registered voter and resident of Palos Verdes Estates. City employees and relatives of City employees or elected officials will not be considered for appointment.
2. With the exception of the ability to read architectural and site plans and other documents and reference materials as appropriate for the particular Commission or Committee, no special skills, education or occupational experience is required.
3. A Member does not have an employment relationship with the City, and volunteers his or her services without compensation.
4. A Member serves at the pleasure of the City Council.
5. The identity of Members is public information and Members' names will be posted on the City's website.

Term of appointment:

6. The term of a Member is two years. A Member can reapply for consideration by the Council for successive terms.

Time Commitment:

7. Regular Commission/Committee meetings are held each month. In the event of a heavy agenda certain agenda items may be deferred to another meeting.
8. The meeting length is dependent on the number of applications being reviewed but typically is 2-4 hours.
9. Information related to the applications being reviewed at the meetings will be provided to each Member no later than the Friday evening before the meeting. After a review of the materials, a visit to the site of the application is recommended to fully understand the application. Preparation time varies among individuals but generally entails the equivalent of a full day to read and analyze the written materials and to visit the subject properties or street locales. Since the written materials are usually provided only a few days before the meeting, preparation is intensive.
10. The Member shall participate in any joint meeting with the City Council as requested.

Roles and Responsibilities:

11. The Member shall attend each meeting unless excused, and shall participate in discussions related to the applications under review unless precluded from participation by a legal conflict.
12. The Member shall review thoroughly the materials provided by the City to become familiar and knowledgeable with each application. Questions on the materials may be discussed with City staff prior to the meeting.

13. Based on personal review of the materials provided, observations of the site of the project/request and the discussions during the Commission/Committee meeting, the Member will participate in the Commission/Committee deliberations as to the acceptability or denial of the application/request.

Organization:

14. The Commission/Committee is composed of five members of whom one member is the Chair, and one member, the Vice-Chair, as appointed by the Mayor with the concurrence of the Council. The Chair is responsible for facilitating the meeting. The Vice-Chair serves as Chair in the Chair's absence. All five members' votes are equally weighted.
15. Commission and Committee members receive no compensation or benefits for serving in the appointed position.
16. Individuals appointed to a Commission or Committee will only serve on one board at a time.
17. Elected officials (City Council members and Treasurer) do not serve on a Commission or Committee.

Public Meetings and the Ralph M. Brown Act:

18. State Law requires that all meetings of a City shall be open and public. All business of the Commission/Committee are to be held at an open and public meeting where proper notice is given to the public including an agenda that identifies the items to be discussed.
19. The City Attorney will provide Members with the requirements of the Brown Act and is a resource available to answer any questions regarding compliance. The City Attorney is available by cell phone and email over weekends, and the contact information will be provided.

Ethics and Conflict of Interest Considerations:

20. The City Attorney will provide information and guidelines for ethics laws and good practice for transparency and fairness in decision making. In the event a Member has any question regarding his or her ability to participate in a discussion or vote, the Member should consult with the City Attorney prior to that time.
21. Planning Commissioners are required to submit FPPC Statement of Economic Interests Form 700 disclosing financial interests.
22. Members shall recuse themselves from participation in any matter within 500 feet of their residence or property or if he/she has a material financial interest in the matter.
23. Should a Member determine that a legal conflict-of-interest or "perceived" conflict exists, with respect to the particular project/request under consideration, the Member shall publicly state the nature of the conflict and recuse himself or herself before any discussion ensues. Absent a legal disqualification (conflict of interest), it is expected that each Member will participate in making a decision on matters properly before the body.
24. Each Member shall participate in biannual ethics (AB 1234) training.
25. Members must comply with the City's "No Gift Policy" as updated by the City Council on February 10, 2015 as attached.

Best Practices:

26. In evaluating an application/request, the Member will participate in the deliberations including an evaluation of an application/request to determine if it meets the provisions of the City's General Plan, Zoning Ordinances, the Neighborhood Compatibility Ordinance, Tree Management Policy, Parklands Policy and other City requirements as appropriate to the Commission/Committee specific area of responsibility and as needed. City staff may present a technical analysis including a recommendation for approval or denial. Decisions will be made on the information presented as well as testimony by the applicant and other interested parties, and the Member's review of the materials and site visit.
27. A Member shall be familiar with the laws, policies, and guidelines relevant to the business of the Commission/Committee. City staff and City Attorney are a resource in this regard and may be consulted to answer any questions before the meeting.
28. A Member shall think independently, yet recognize the value of resolving differences with other Members to send well-reasoned and clear recommendations to the City Council.
29. When Members have differing opinions as to an application/request, the Members should explain and justify their respective positions. Members should strive for mutually agreeable compromise or consensus on applications/requests.
30. A vote, when called for, will be made on each and every matter before the Commission/Committee. A majority vote of the quorum will determine whether the application/request is accepted or denied.
31. A Member shall act in the spirit of the law where judgment and discretion are called for.
32. A Member shall treat the public with courtesy and respect, and listen to testimony and the information presented and the concerns expressed by each individual.
33. A Member shall act without personal motivation, bias or self-interest.
34. Recommendations for change or improvements in current policies and practices should be brought to the attention of the City staff person assigned to support the Commission/Committee, City Manager, or Mayor.

Received and reviewed:

Name

Date



CITY OF
Palos Verdes Estates

ci - rec
and m-1
Re: 8/2/16
OFFICE OF
THE MAYOR

August 11, 2016

RS

RECEIVED

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

AUG 17 2016
OFFICE OF
PRESIDING JUDGE

Re: Response to Recommendations Contained in the Los Angeles County Civil Grand Jury's
Report on the Transparency of the City's Appointed Commissions - CORRECTION

Dear Judge Kuhl:

Pursuant to the referenced City's response letter of August 2, 2016, it was discovered that the incorrect update of the City's document *Commission Information Guide; entitled "Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee" Updated July 26, 2016* was enclosed. While the spirit of the adopted rules (Items #16 and #17) remain consistent, the adopted language was revised for clarity. Enclosed is the Council-adopted document for your records.

Sincerely,

Jennifer L. King, Mayor

Enclosures:

- 1) Palos Verdes Estates Response Letter of August 2, 2016; and
- 2) Corrected Document "Commission Information Guide; "Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee" Updated July 26, 2016

c: Honorable City Council
Bart Benamins, Foreperson
Anton Dahlerbruch, City Manager
John C. Cotti, Assistant City Attorney



CITY OF
Palos Verdes Estates

OFFICE OF
THE MAYOR

August 2, 2016

Carolyn B. Kuhl, Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

Re: Response to Recommendations Contained in the Los Angeles County Civil
Grand Jury's Report on the Transparency of the City's Appointed
Commissions

Dear Judge Kuhl:

On June 20, 2016, the Los Angeles County Civil Grand Jury issued its report entitled "Appointed Commissions: Transparency will Maintain the Public Trust." The Report focuses on the degree of transparency provided by the City (as well as the County and the rest of the cities in the County) relative to the availability of information about the City's appointed commissions and committees on its website. At the conclusion of the Report, the Grand Jury requested a response from the City to Recommendations 5.1, 5.2 and 5.3. We appreciate the opportunity to provide the following responses to these Recommendations in accordance with Penal Code §933.05.

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The City's municipal code governs the authority of each commission. For example, the Planning Commission implements the City's current vision based on the General Plan and advises the City Council on Land Use and Policy Issues. The Parklands Committee regulates the parklands, grounds and landscaped portions of rights-of-way of the city and the Traffic Safety Committee advises the City Council on traffic safety matters.

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The City responds to the specific recommendations in the Request as follows:

Recommendation 5.1: "Los Angeles County and each City listed in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided."

The City's municipal code expressly provides that commissioners serve without compensation. A link to the municipal code is on the City's website.

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The City has implemented this recommendation by updating the Commissioner Information Guide to advise those desiring to be commissioners that no compensation is paid for serving on a City commission. A copy of the updated revision to the Commissioner Information Guide is attached as Attachment B.

Recommendation 5.2: "Los Angeles County and each City listed in Section VI should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it."

As with recommendation 5.1, the City has implemented this recommendation by updating the Commissioner Information Guide to advise that Elected Officials may not serve simultaneously on a City commission.

5.3: "Los Angeles County and each City listed in Section VI should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

The City's municipal code specifically provides that no person may serve on more than one commission or committee at the same time. The City has implemented this recommendation by updating the Commissioner Information Guide to advise prospective commissioners that may not simultaneously serve on more than one commission or committee at the same time.

The Honorable Carolyn B. Kuhl
Los Angeles County Superior Court
August 2, 2016
Page 3

We thank you for the opportunity to respond to the Report. Should you have any further questions or desire any further information, please contact me or City Manager Anton Dahlerbruch.

Sincerely,

A handwritten signature in black ink, appearing to read 'JL King', with a long horizontal stroke extending to the right.

Jennifer L. King, Mayor
City of Palos Verdes Estates

Attachment A: Policy for Gifts to the City
Attachment B: Commission Information Guide; "Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee" - Updated July 26, 2016

c: Honorable City Council
Bart Benjamins, Foreperson
Anton Dahlerbruch, City Manager
John C. Cotti, Assistant City Attorney

Policy for Gifts to the City

Purpose:

To provide guidelines for the City's acceptance of gifts in a responsible, ethical, transparent and accountable manner.

Types of gifts:

Gifts may be offered only in the form of cash, services or personal property*. A "restricted gift" is a gift designated by the donor for a particular City department, location or purpose. An "unrestricted gift" is a gift without any limitations placed on its use by the City. For the purpose of this policy, the term "gift" includes without limitation "donation" and goods or services provided by a City contractor or vendor beyond that specified in its contract with the City.

Procedure:

- The City Manager or appropriate Department Head shall perform an initial evaluation of a proposed gift. Factors to be considered include, but are not limited to, the following:
 - Whether acceptance of the gift is in the City's best interest and is consistent with applicable policies, ordinances, and resolutions;
 - Whether the acceptance of the gift would give rise to an appearance of impropriety;
 - In the case of a restricted gift, whether the gift obligates the City to make an immediate or initial City expenditure that has not been included in the approved City budget, and whether it may result in ongoing costs.
- The City shall consider whether to accept a proposed gift at a City Council meeting as an item on its agenda. Only the City Council may accept a proposed gift on behalf of the City. The staff report for the agenda item should discuss the staff's initial evaluation of the proposed gift. There is no need for staff to provide a recommendation to the City Council for each donation.
- To avoid the appearance of impropriety, among other things, the City shall not accept gifts from or on behalf of any donor who is in the process of obtaining discretionary approval from the City, or who applied for discretionary approval 18 months prior to the proposed gift. In the event a donor seeks discretionary approval from the City within 18 months following City's acceptance of a gift, the City shall return the gift to the donor.
- All gifts shall become City property.
- Upon acceptance by the City Council, a letter of the acknowledgement of the gift shall be sent to the donor, signed by the mayor.
- The City does not provide legal, accounting, tax or other such advice to donors. The City shall not provide to the donor an estimate of fair market value for gifts of services or personal property.

CC Adopted: 10/14/2014
CC Updated: 2/10/2015

- The City will not accept anonymous gifts. All records of donations shall be subject to disclosure under the Public Records Act.

*Donations of real property are not subject to this policy. Any such proposed donations will be evaluated individually.

Policy for Gifts to City Employees and Officials

Gifts to individual employees and officials: Compensation for employees performing their public duty is limited to salaries, fringe benefits and any personal satisfaction that employees may derive from doing a good job. Officials include City volunteers who are appointed to serve on Committees, Boards and Commissions and are not compensated for their community service. Therefore, individual employees and officials shall not accept any personal gifts or tips from anyone other than the City for the performance of acts within the regular course of duties. Gifts include meals.

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Received and Reviewed: _____

Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee

Requirements of the position:

1. A Member must be a registered voter and resident of Palos Verdes Estates. City employees and relatives of City employees or elected officials will not be considered for appointment.
2. With the exception of the ability to read architectural and site plans and other documents and reference materials as appropriate for the particular Commission or Committee, no special skills, education or occupational experience is required.
3. A Member does not have an employment relationship with the City, and volunteers his or her services without compensation.
4. A Member serves at the pleasure of the City Council.
5. The identity of Members is public information and Members' names will be posted on the City's website.

Term of appointment:

6. The term of a Member is two years. A Member can reapply for consideration by the Council for successive terms.

Time Commitment:

7. Regular Commission/Committee meetings are held each month. In the event of a heavy agenda certain agenda items may be deferred to another meeting.
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9. Information related to the applications being reviewed at the meetings will be provided to each Member no later than the Friday evening before the meeting. After a review of the materials, a visit to the site of the application is recommended to fully understand the application. Preparation time varies among individuals but generally entails the equivalent of a full day to read and analyze the written materials and to visit the subject properties or street locales. Since the written materials are usually provided only a few days before the meeting, preparation is intensive.
10. The Member shall participate in any joint meeting with the City Council as requested.

Roles and Responsibilities:

11. The Member shall attend each meeting unless excused, and shall participate in discussions related to the applications under review unless precluded from participation by a legal conflict.
12. The Member shall review thoroughly the materials provided by the City to become familiar and knowledgeable with each application. Questions on the materials may be discussed with City staff prior to the meeting.

13. Based on personal review of the materials provided, observations of the site of the project/request and the discussions during the Commission/Committee meeting, the Member will participate in the Commission/Committee deliberations as to the acceptability or denial of the application/request.

Organization:

14. The Commission/Committee is composed of five members of whom one member is the Chair, and one member, the Vice-Chair, as appointed by the Mayor with the concurrence of the Council. The Chair is responsible for facilitating the meeting. The Vice-Chair serves as Chair in the Chair's absence. All five members' votes are equally weighted.
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16. Individuals appointed to a Commission or Committee will only serve on one board at a time.
17. Elected officials (City Council members and Treasurer) do not serve on a Commission or Committee.

Public Meetings and the Ralph M. Brown Act:

18. State Law requires that all meetings of a City shall be open and public. All business of the Commission/Committee are to be held at an open and public meeting where proper notice is given to the public including an agenda that identifies the items to be discussed.
19. The City Attorney will provide Members with the requirements of the Brown Act and is a resource available to answer any questions regarding compliance. The City Attorney is available by cell phone and email over weekends, and the contact information will be provided.

Ethics and Conflict of Interest Considerations:

20. The City Attorney will provide information and guidelines for ethics laws and good practice for transparency and fairness in decision making. In the event a Member has any question regarding his or her ability to participate in a discussion or vote, the Member should consult with the City Attorney prior to that time.
21. Planning Commissioners are required to submit FPPC Statement of Economic Interests Form 700 disclosing financial interests.
22. Members shall recuse themselves from participation in any matter within 500 feet of their residence or property or if he/she has a material financial interest in the matter.
23. Should a Member determine that a legal conflict-of-interest or "perceived" conflict exists, with respect to the particular project/request under consideration, the Member shall publicly state the nature of the conflict and recuse himself or herself before any discussion ensues. Absent a legal disqualification (conflict of interest), it is expected that each Member will participate in making a decision on matters properly before the body.
24. Each Member shall participate in biannual ethics (AB 1234) training.
25. Members must comply with the City's "No Gift Policy" as updated by the City Council on February 10, 2015 as attached.

Best Practices:

26. In evaluating an application/request, the Member will participate in the deliberations including an evaluation of an application/request to determine if it meets the provisions of the City's General Plan, Zoning Ordinances, the Neighborhood Compatibility Ordinance, Tree Management Policy, Parklands Policy and other City requirements as appropriate to the Commission/Committee specific area of responsibility and as needed. City staff may present a technical analysis including a recommendation for approval or denial. Decisions will be made on the information presented as well as testimony by the applicant and other interested parties, and the Member's review of the materials and site visit.
27. A Member shall be familiar with the laws, policies, and guidelines relevant to the business of the Commission/Committee. City staff and City Attorney are a resource in this regard and may be consulted to answer any questions before the meeting.
28. A Member shall think independently, yet recognize the value of resolving differences with other Members to send well-reasoned and clear recommendations to the City Council.
29. When Members have differing opinions as to an application/request, the Members should explain and justify their respective positions. Members should strive for mutually agreeable compromise or consensus on applications/requests.
30. A vote, when called for, will be made on each and every matter before the Commission/Committee. A majority vote of the quorum will determine whether the application/request is accepted or denied.
31. A Member shall act in the spirit of the law where judgment and discretion are called for.
32. A Member shall treat the public with courtesy and respect, and listen to testimony and the information presented and the concerns expressed by each individual.
33. A Member shall act without personal motivation, bias or self-interest.
34. Recommendations for change or improvements in current policies and practices should be brought to the attention of the City staff person assigned to support the Commission/Committee, City Manager, or Mayor.

Received and reviewed:

Name

Date

Information for Members of the Planning Commission, Parklands Committee and Traffic Safety Committee

Requirements of the position:

1. A Member must be a registered voter and resident of Palos Verdes Estates. City employees and relatives of City employees or elected officials will not be considered for appointment.
2. With the exception of the ability to read architectural and site plans and other documents and reference materials as appropriate for the particular Commission or Committee, no special skills, education or occupational experience is required.
3. A Member does not have an employment relationship with the City, and volunteers his or her services without compensation.
4. A Member serves at the pleasure of the City Council.
5. The identity of Members is public information and Members' names will be posted on the City's website.

Term of appointment:

6. The term of a Member is two years. A Member can reapply for consideration by the Council for successive terms.

Time Commitment:

7. Regular Commission/Committee meetings are held each month. In the event of a heavy agenda certain agenda items may be deferred to another meeting.
8. The meeting length is dependent on the number of applications being reviewed but typically is 2-4 hours.
9. Information related to the applications being reviewed at the meetings will be provided to each Member no later than the Friday evening before the meeting. After a review of the materials, a visit to the site of the application is recommended to fully understand the application. Preparation time varies among individuals but generally entails the equivalent of a full day to read and analyze the written materials and to visit the subject properties or street locales. Since the written materials are usually provided only a few days before the meeting, preparation is intensive.
10. The Member shall participate in any joint meeting with the City Council as requested.

Roles and Responsibilities:

11. The Member shall attend each meeting unless excused, and shall participate in discussions related to the applications under review unless precluded from participation by a legal conflict.
12. The Member shall review thoroughly the materials provided by the City to become familiar and knowledgeable with each application. Questions on the materials may be discussed with City staff prior to the meeting.

13. Based on personal review of the materials provided, observations of the site of the project/request and the discussions during the Commission/Committee meeting, the Member will participate in the Commission/Committee deliberations as to the acceptability or denial of the application/request.

Organization:

14. The Commission/Committee is composed of five members of whom one member is the Chair, and one member, the Vice-Chair, as appointed by the Mayor with the concurrence of the Council. The Chair is responsible for facilitating the meeting. The Vice-Chair serves as Chair in the Chair's absence. All five members' votes are equally weighted.
15. Commission and Committee members receive no compensation or benefits for serving in the appointed position.
16. Members shall not serve concurrently on more than one Committee/Commission.
17. Elected officials (City Council members and City Treasurer) shall not serve concurrently on the Planning Commission, Parklands Committee or Traffic Safety Committee.

Public Meetings and the Ralph M. Brown Act:

18. State Law requires that all meetings of a City shall be open and public. All business of the Commission/Committee are to be held at an open and public meeting where proper notice is given to the public including an agenda that identifies the items to be discussed.
19. The City Attorney will provide Members with the requirements of the Brown Act and is a resource available to answer any questions regarding compliance. The City Attorney is available by cell phone and email over weekends, and the contact information will be provided.

Ethics and Conflict of Interest Considerations:

20. The City Attorney will provide information and guidelines for ethics laws and good practice for transparency and fairness in decision making. In the event a Member has any question regarding his or her ability to participate in a discussion or vote, the Member should consult with the City Attorney prior to that time.
21. Planning Commissioners are required to submit FPPC Statement of Economic Interests Form 700 disclosing financial interests.
22. Members shall recuse themselves from participation in any matter within 500 feet of their residence or property or if he/she has a material financial interest in the matter.
23. Should a Member determine that a legal conflict-of-interest or "perceived" conflict exists, with respect to the particular project/request under consideration, the Member shall publicly state the nature of the conflict and recuse himself or herself before any discussion ensues. Absent a legal disqualification (conflict of interest), it is expected that each Member will participate in making a decision on matters properly before the body.
24. Each Member shall participate in biannual ethics (AB 1234) training.
25. Members must comply with the City's "No Gift Policy" as updated by the City Council on February 10, 2015 as attached.

Best Practices:

26. In evaluating an application/request, the Member will participate in the deliberations including an evaluation of an application/request to determine if it meets the provisions of the City's General Plan, Zoning Ordinances, the Neighborhood Compatibility Ordinance, Tree Management Policy, Parklands Policy and other City requirements as appropriate to the Commission/Committee specific area of responsibility and as needed. City staff may present a technical analysis including a recommendation for approval or denial. Decisions will be made on the information presented as well as testimony by the applicant and other interested parties, and the Member's review of the materials and site visit.
27. A Member shall be familiar with the laws, policies, and guidelines relevant to the business of the Commission/Committee. City staff and City Attorney are a resource in this regard and may be consulted to answer any questions before the meeting.
28. A Member shall think independently, yet recognize the value of resolving differences with other Members to send well-reasoned and clear recommendations to the City Council.
29. When Members have differing opinions as to an application/request, the Members should explain and justify their respective positions. Members should strive for mutually agreeable compromise or consensus on applications/requests.
30. A vote, when called for, will be made on each and every matter before the Commission/Committee. A majority vote of the quorum will determine whether the application/request is accepted or denied.
31. A Member shall act in the spirit of the law where judgment and discretion are called for.
32. A Member shall treat the public with courtesy and respect, and listen to testimony and the information presented and the concerns expressed by each individual.
33. A Member shall act without personal motivation, bias or self-interest.
34. Recommendations for change or improvements in current policies and practices should be brought to the attention of the City staff person assigned to support the Commission/Committee, City Manager, or Mayor.

Received and reviewed:

Name

Date



COPY

DARYL HOFMEYER
Mayor

PEGGY LEMONS
Vice Mayor

GENE DANIELS
Councilmember

TOM HANSEN
Councilmember

DIANE J. MARTINEZ
Councilmember

City Manager
(562) 220-2222

February 28, 2017

The Honorable Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, California 90012

Dear Judge Kuhl:

The City of Paramount has reviewed the Grand Jury Report on Appointed Commissions: Transparency Will Maintain the Public Trust. In accordance with the California Penal Code Sections 933(c) and 933.05, the following is the City's response to the report:

Section 5.1 – Implemented. No further action is required. The City of Paramount has added compensation information to the Commission page on the City's website.

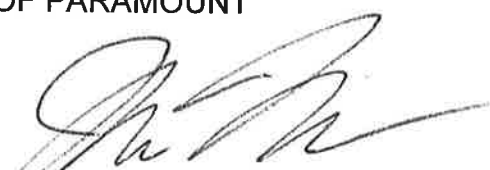
Section 5.2 – Will Implement. Expected date of implementation: on or before July 11, 2017. The City of Paramount will prepare an ordinance for adoption identifying that City councilmembers cannot serve on City commissions.

Section 5.3 – Will Implement. Expected date of implementation: on or before July 11, 2017. The City of Paramount will prepare an ordinance for adoption identifying that City commissioners are not allowed to serve on more than one commission at the same time.

Section 5.4 – Implemented (Current Agenda) No further action is required. Will Implement (Meeting Minutes). Expected date of implementation: on or before December 31, 2017. The City of Paramount's website includes current agendas for each commission. The City of Paramount will be reconstructing the City's website that will have the capacity to include meeting minutes for all commission meetings.

We appreciate the opportunity to respond to the Civil Grand Jury's Report. Should you have any questions, please direct them to Ms. Lana Chikami, City Clerk, at (562) 220-2220 or Ichikami@paramountcity.com.

CITY OF PARAMOUNT



John Moreno
City Manager

CC: ✓ Ms. Joanne D. Saliba, Foreperson
2017-2017 Los Angeles County Civil Grand Jury

Mr. Douglas Benedict, Chair
Continuity Committee
2016-2017 Los Angeles County Civil Grand Jury



OFFICE OF THE CITY MANAGER

March 23, 2017

763-4517

2017-03-23

Joanne D. Saliba
County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

RE: 2015-2016 Los Angeles County Civil Grand Jury Response to Final Report: Appointed Commissions Transparency Will Maintain the Public Trust, Sections 5.1, 5.2, 5.3, 5.4

Dear Ms. Saliba:

We have reviewed the issues cited in the letter received on February 1, 2017 and have taken the following action on the recommendations:

1. Implemented. No further action is required. (Please see attached print out of the City of Pasadena's City Commissions webpage.)

This completes the requirement as requested per the 2015-2016 Los Angeles County Civil Grand Jury.

Sincerely,

A handwritten signature in black ink, appearing to read "SM", is written over a horizontal line.

Steve Mermell
City Manager



COMMISSIONS

BOARDS OF NONPROFIT CORPORATIONS

COMMITTEES AND ADVISORY BODIES

CITY COUNCIL COMMITTEES

City Search Go

Select Language ▼



CITY COUNCIL APPOINTED COMMISSIONS, BOARDS, & COMMITTEES FACTS

Prepared by the Office of the City Clerk

COMMISSIONS, BOARDS, & COMMITTEES	AMOUNT PAID	ATTENDANCE MANDATORY FOR PAYMENT	ELECTED OFFICIALS MAY SERVE	ALLOWED TO SERVE ON MORE THAN ONE COMMISSION
Accessibility and Disability Commission	No	No	No	No
Arts and Culture Commission	No	No	No	Design Commission
Burbank, Glendale, Pasadena Airport Authority	\$200/mtg; \$300/mtg for Chair	Yes	Yes	No
Code Enforcement Commission	No	No	No	No
Commission on the Status of Women	No	No	No	No
Deferred Compensation Oversight Committee	No	No	Yes**	No
Design Commission	No	No	No	Arts and Culture Commission, Historic Preservation Commission, Planning Commission, Transportation Advisory Commission, Urban Forestry Advisory Commission
Economic Development and Technology Committee (City Council)	No	No	Yes	Yes
Environmental Advisory Commission	No	No	No	No
Finance Committee (City Council)	No	No	Yes	Yes
Fire and Police Retirement System Board	No	No	Yes	Yes
Historic Preservation Commission	No	No	No	Design Commission
Human Relations Commission	No	No	No	No
Human Services Commission	No	No	No	No
Legislative Policy Committee (City Council)	No	No	Yes	Yes
Library Commission	No	No	No	No
Metropolitan Water District Board	\$1000/month	No	No	No
Municipal Services Committee (City Council)	No	No	Yes	Yes
Northwest Commission	No	No	No	No
Old Pasadena Parking Meter Zone Advisory Commission	No	No	No	No
Pasadena Center Operating Company Board	No	No	Yes	Yes
Pasadena Community Access Corporation Board	No	No	No	No
Planning Commission	\$50/month	No	No	Design Commission
Public Safety Committee (City Council)	No	No	Yes	Yes
Recreation and Parks Commission	No	No	No	Urban Forestry Advisory Commission
Rose Bowl Aquatics Center Board	No	No	No	No
Rose Bowl Operating Company Board	No	No	Yes	Yes
Santa Monica Mountains Conservancy Board	No	No	No	No
Senior Commission	No	No	No	No
South Lake Parking Place Commission	No	No	No	No
Southern California Association of Governments Board	\$120/board mtg; \$70/policy mtg	Yes	Yes	Yes
Transportation Advisory Commission	No	No	No	Design Commission
Urban Forestry Advisory Commission	No	No	No	Design Commission, Recreation and Parks Commission

** Employee Deferred Compensation Plan, with elected employees serving on the Board

Download the [CITY COMMISSIONS, BOARDS, COMMITTEES FACT SHEET 11-18-2016](#)

DEPARTMENTS

City Clerk
 City Manager
 City Attorney/ City Prosecutor
 Finance
 Fire
 Housing & Career Services
 Human Resources
 Human Services & Recreation

Information Technology
 Library
 Planning & Community Development
 Police
 Public Health
 Transportation
 Water & Power

E-PAY SERVICES

Business License Renewal
 Parking Permits
 Utility Bill Payment
 Yard Sale Permits
 Parking Citations

CITY SERVICES

News Releases
 Resident Services
 Business Services
 City Job Opportunities
 Citizen Service Center
 City Phone Directory
 Visitor Information
 All City Services

AFFILIATED AGENCIES

Burbank Airport Authority
 Gold Line Transit Authority
 Pasadena Center Operating Company

Pasadena Community Access Corporation
 Rose Bowl Operating Company Board
 Pasadena Unified School District

GOVERNMENT

Government Services
 Commissions & Committees
 Find My District
 Public Notices
 Employee Access Portal



Contact the City (626) 744-7311

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René Bobadilla, P.E.
City Manager

183 - Pico Rivera

City of Pico Rivera

OFFICE OF THE CITY MANAGER

6615 Passons Boulevard · Pico Rivera, California 90660

(562) 801-4379

Web: www.pico-rivera.org · e-mail: rbobadilla@pico-rivera.org

September 29, 2016

City Council

David W. Armenta
Mayor

Bob J. Archuleta
Mayor Pro Tem

Gustavo V. Camacho
Councilmember

Gregory Salcido
Councilmember

Brent A. Tercero
Councilmember

VIA U.S. Mail

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
2010 West Temple Street
Eleventh Floor- Room 11-506
Los Angeles, California 90012

Re: City of Pico Rivera's Response to Appointed Commissions: Transparency will Maintain the Public Trust

Dear Presiding Judge:

The following are the City of Pico Rivera's (the "City") response to Appointed Commissions: Transparency will Maintain the Public Trust:

RECOMMENDATION NO. 5.1.

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided

City of Pico Rivera's Response

The City currently post the Form 806 on the City Council's webpage which describes the Agency Boards and Commissions that the City Council serves on as well as the stipend they receive for attendance per meeting. Also posted on the City Council webpage is the Mayor's Appointments which describes the Agency and Ad Hoc Committees the Council Member's serve as liaisons to, in which they receive no compensation. The Maddy Act which provides information on the Planning, Parks & Recreation, and Sister City Commissions includes names of commissioners, stipend received, who they are appointed by, length of term, resolution that appointed them, days and times of meetings, and staff liaisons. The public may access this information by clicking on the "Transparency" icon on the home page.

RECOMMENDATION NO. 5.2.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Presiding Judge

Re: City of Pico Rivera Response to Grand Jury Appointed Commissions:

Transparency Will Maintain the Public Trust

September 29, 2016

Page 2 of 3

City of Pico Rivera's Response

Members of the City Council may not serve concurrently on any Board/Committee/Commission. This language has been included on the City's webpage under "Commission Facts."

RECOMMENDATION NO. 5.3.

Los Angeles county and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

City of Pico Rivera's Response

Commissioners shall not serve on more than one City appointed board, commission, or committee at any time other than Ad-Hoc or Special Blue Ribbon committees approved for limited durations. This language has been included on the City's webpage under "Commission Facts."

RECOMMENDATION NO. 5.4.

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

City of Pico Rivera's Response

The City Clerk's Office has created a link on their agenda and minutes webpage to all existing commissions. Currently, the only commission that post their agenda and minutes to the City website is the Planning Commission. The Parks & Recreation and Sister City Commissions will have their agendas and minutes posted on the City website by January 2017. The City Clerk's Agenda Icon is listed on the City's home page.

RECOMMENDATION NO. 5.5.

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

City of Pico Rivera's Response

The City of Pico Rivera has created a "Transparency" icon on the home page of its website that will lead the public to three separate links: 1) Posting Required by Law; 2) City Compensation; and 3) City Commissions ("Commission Facts").

Presiding Judge

Re: City of Pico Rivera Response to Grand Jury Appointed Commissions:
Transparency Will Maintain the Public Trust

September 29, 2016

Page 3 of 3

Please contact my office should you have any questions.

Sincerely,

CITY OF PICO RIVERA

A handwritten signature in black ink, appearing to read "René Bobadilla". The signature is fluid and cursive, with the first name "René" being more prominent and the last name "Bobadilla" following in a similar style.

René Bobadilla
City Manager

30.0001.1

THE CITY OF POMONA

LINDA C. LOWRY
City Manager

Office of the City Manager

July 7, 2016

Presiding Judge Carolyn B. Kuehl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012



Subject: City of Pomona Response to Civil Grand Jury Recommendations Pertaining to City Commissions

Dear Honorable Judge Kuehl:

The following shall serve as the City of Pomona's official response to Los Angeles County Civil Grand Jury (CGJ) recommendations outlined in the attached letter dated June 23, 2016. The City of Pomona values transparency. Staff has made our best efforts to structure our electronic resources, including the City Website, to make public information easily accessible. We have implemented the minimal changes recommended by the CGJ to further advance our goal of transparency and take pride that the City's Website was substantially in compliance with the goals and recommendations of the CGJ.

In accordance with California Penal Code Section 933.05(a) and (b), the City hereby:

- (1) Agrees with the Civil Grand Jury Finding, and;
- (2) Has implemented the recommendation by incorporating Civil Grand Jury recommendations 5.1 and 5.3 into the City Website by placing the following language on our City Commissions Page:

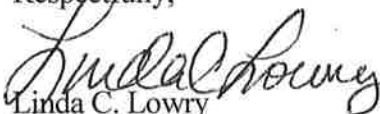
COMMISSION FACTS

City of Pomona commissioners are volunteers – no compensation is provided for their service. Commission service is restricted only to residents of the City. A resident may not serve on more than one commission at a time.

These changes can be viewed on the web at the following link:

<http://www.ci.pomona.ca.us/index.php/government/city-commissions>

Respectfully,


Linda C. Lowry
City Manager

Attachment – Civil Grand Jury Letter Dated 6/23/16 with Attachments

Cc: City Attorney



County of Los Angeles CIVIL GRAND JURY

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012
TELEPHONE (213) 628-7914 • FAX (213) 229-2595
<http://www.grandjury.co.la.ca.us/>

June 23, 2016

Linda Lowry, City Manager
City of Pomona
505 South Garey Avenue 2nd Floor
Pomona, CA 91766

In Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST
Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

NOTE: DO NOT DISCLOSE ANY REPORT CONTENTS PRIOR TO JUNE 30, 2016.

Dear Ms. Lowry:

California Penal Code Section 933.05 (f) provides: "A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report."

The enclosed report will be released to the public on June 30, 2016.

A response to all Recommendations in a Civil Grand Jury Report is required by California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b) within ninety (90) days following the release of the report to the public, and no later than September 30, 2016. Responses shall be sent: Presiding Judge Carolyn B. Kuhl, Los Angeles County Superior Court, Clara Shortridge Foltz Criminal Justice Center, 210 West Temple Street, Eleventh Floor-Room 11-506, Los Angeles, California, 90012. Attached are the requirements contained in California Penal Code Section 933.05 (a) and 933.05 (b) for how to respond.

Sincerely,

A handwritten signature in black ink, appearing to read "Bart Benjamins", is written over a faint, circular official stamp.

Bart Benjamins, Foreperson
2015-2016 Los Angeles County Civil Grand Jury

Encl:



**APPOINTED COMMISSIONS:
TRANSPARENCY WILL MAINTAIN
THE PUBLIC TRUST**

California Penal Code

Section 933.05(a) and (b)

(a) For purposes of subdivision (b) of Section 933, as to each Grand Jury finding, the responding person or entity shall indicate one of the following:

- (1) The respondent agrees with the finding.
- (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

- (1) The recommendation has been implemented, with a summary regarding the implemented action.
- (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
- (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC TRUST

I. EXECUTIVE SUMMARY

The primary purpose of this investigation was to examine the degree of transparency provided by Los Angeles County and city governments for the commissions they have authorized in their jurisdictions. The 2015-2016 Los Angeles County Civil Grand Jury (CGJ) studied the county and 88 city websites for information provided to the public regarding each commission's:

- membership,
- mission statement,
- term, and
- compensation or lack thereof.

Each website should additionally inform the public:

- whether elected officials are allowed to serve,
- whether citizens are allowed to serve on more than one commission, and
- whether agendas and minutes of each meeting are published.

The website should be generally easy to use.

The CGJ review shows that many local government websites in this example yield less transparency than citizens expect. The CGJ believes that providing this, and other, information in an accurate and accessible manner is a legitimate public interest and is an important aspect of maintaining the public trust.

Recommendations are made for individual entities to improve the public information about commissions on their websites.

II. BACKGROUND

This investigation was prompted by the scandals in Bell¹ and Compton.² City council members and other officials there were appointed to commissions and then compensation for commission members was raised to unrealistic amounts. Subsequently, multiple meetings were held in which little or no work was done. This

¹ Gottlieb, Jeff, Winton, Richard, and Vives, Ruben, "Bell Council was Paid for Boards that Seldom Met," Los Angeles Times, August 25, 2010. <http://pqasb.pqarchiver.com/latimes/doc/746642334.html?FMT=ABS&FMTS=ABS:FT&t>.

² Jennings, Angel, "City Officials Take Extra Pay," Los Angeles Times, August 21, 2015. <http://pqasb.pqarchiver.com/latimes/doc/1705694136.html?FMT=ABS&FMTS=ABS:FT>.

scheme allowed the perpetrators to amass thousands and in some cases tens of thousands of dollars in unearned income.

If information was readily available to citizens about these cities' commissions, it is likely that concerned citizens would have noticed, and these scandals could have been shortened or avoided entirely. Websites that do not include information, such as compensation (if any), whether elected officials are allowed to serve, whether service on more than one commission at the same time is permissible, and do not publish agendas and minutes, are not serving the public interest. Although a person determined to defraud will find a way, an informed public can be a formidable barrier.

A. Accessibility to Relevant Information about Commissions

Records pertaining to the creation and operation of the commissions are a matter of public record and explanatory information about each commission, along with pertinent records, such as relevant ordinances, agendas, and minutes of public meetings, should be available in an easily accessible form. Websites must be easy for users to navigate as well. A website publishing all facts and minutes with 100% transparency is worthless if citizens cannot find the information.

A commission may be authorized by a county or city government to investigate and/or handle an issue in a timely manner and, further, to advise the appointing authority. Commissions provide a valuable service and many citizens serve without compensation. Others receive a small monthly stipend, capped at \$150 by state law unless superseded by a statute specifying a different amount. Some commissions, like South Pasadena's "Fourth of July/Festival of Balloons," promote civic pride and community spirit and others, like Planning Commissions, are created to provide a valuable service and ease the workload that could otherwise burden elected officials.

Regardless, an interested citizen should be able to find the published information on commissions in one or two clicks on a website. The Los Angeles County website was one of the better that the CGJ examined. It was easy to navigate, but even it omitted relevant facts in some cases.

Many of the city websites examined by the CGJ were comparable to the Los Angeles County site but some were difficult, and a few were impossible, to navigate. Most websites omitted information that ought to be readily available to the public. A common omission, for example, was the failure to mention whether compensation was paid, in any amount, for membership on a commission. If no compensation is provided the "Commission Facts" should state this explicitly.

Easy navigation will present a website user with a selection for "Commissions," either on the main page or under a heading such as "Services" or "Government." Clicking on this choice should contain an up-to-date list of all of the existing commissions, and also have choices or links under each for "Commission Facts" and "Agenda/Minutes." Commissions that are inactive and likely to remain so should be deleted.

B. Statutory Basis for Commissions

- (1) Government Code Section 37112 provides authority for the establishment of commissions by cities. It states that ". . . a legislative body may perform all acts necessary and proper to carry out the provisions of this title."³
- (2) Government Code Section 65100 states that "the legislative body shall by ordinance assign functions of a planning agency to a planning department, one or more planning commissions" or some combination of appropriate and necessary entities. In the absence of this assignment, the legislative body shall carryout the functions of the planning agency. Sections 65001 through 65007 define the rules for creating a planning commission.
- (3) The Ralph M. Brown Act, Government Code Section 54950 and following, requires that commission meetings, agendas, and minutes shall be open and available to the public and, further, establishes strict rules for closed meetings. Closed meetings generally are necessary when discussing personnel evaluation, compensation issues, employee discipline, and pending litigation, among other topics.
- (4) Government Code Section 36516 authorizes the maximum compensation for serving on a commission as \$150 per month unless another statute specifies a different amount. Unfortunately, a few officials have used this procedure to enrich themselves at the expense of the general public.
- (5) Government Code Section 54952.3 requires that a commission meeting being held simultaneously or in serial order with that of any other legislative body meeting must announce the compensation amount or stipend that each member of the commission is to receive.
- (6) The Maddy Act, Government Code Sections 54970 and 54972, requires public posting in December of all commission vacancies that will be occurring in the next calendar year. This "Local Appointments List" also shall include the qualifications required for each position.

III. METHODS AND PROCEDURES

The CGJ examined county and city websites for information, finding it usually under the heading "Commission Facts." It looked specifically for information about the commissions in each jurisdiction, including the date created, the purpose of the commission, the membership requirements, length of term, compensation facts, how often each was scheduled to meet, attendance requirements, agendas and minutes of each meeting, and whether the website contained up-to-date information.

³ Title 4: Government of Cities, Section 3400 et seq., California Government Code.

Much website information was incomplete so the CGJ sent an email with the appropriate questions to each of the 88 cities in Los Angeles County.⁴ A second email was sent to non-responders of the first one, followed by telephone requests to any city that had still not complied. Interestingly, many of the failures to reply were caused by invalid or out of date email addresses that the CGJ took directly from the July 2015 Los Angeles County Roster of City Officials. The email responses provided the missing information and after analysis allowed the CGJ to make its recommendations.

The CGJ then compiled and analyzed the information. A decision was made to grade the websites for clarity and ease of use. A website was graded as satisfactory if facts about the commission were accessible from the home page.

A second analysis was done for content, concentrating on matters of compensation, membership requirements, and whether minutes were published.

IV. FINDINGS

1. CGJ queries to the 88 cities in the county elicited 86 responses with only Compton, and Monterey Park failing to respond.
2. Two cities, Bell and Westlake Village, have no commissions.
3. The Los Angeles County website lists 174 commissions and compensation amounts that range from \$0 to \$300, with the higher amounts paid for serving on commissions requiring special expertise. "Commission Facts" provided on the county website document the history for each of its commissions, including the establishing ordinance, purpose, membership, duties, compensation, and minutes of all meetings. The data appears to be updated in a timely manner and can be displayed to any interested party.
4. Some cities publish agendas for commission meetings but not the minutes.
5. In lieu of publishing minutes, many cities post video recordings of commission meetings on their web site. This is acceptable and after the initial cost of the video equipment is absorbed, the process is relatively free.
6. Many cities are not current in publishing minutes of commission meetings. Some are many months behind.
7. The websites of the 88 cities in Los Angeles County most commonly omitted information pertaining to compensation. Other common omissions were whether elected officials are allowed to serve and whether a commissioner can serve on

⁴ The questionnaire is attached. See Appendix.

multiple commissions simultaneously. This information was provided in responses to our e-mail queries.

8. Of all the cities reporting compensation for service on a commission, only two currently report this on their websites in "Commission Facts."
9. Stipends are not always provided for commission service. While the CGJ applauds the 34 cities whose commissioners serve without pay, it notes that stipends provided to commissioners in 50 cities, which ranged from \$10 to \$250, is not a major concern.
10. Higher stipends were generally reserved for service on Planning Commissions, whose members are usually required to have more specialized knowledge and experience.
11. Only the City of Industry exceeded the \$250 upper threshold and pays members on two of its commissions \$680 per meeting. Attendance is not mandatory for compensation.
12. Many cities' "Commission Facts" mentioned the Brown Act and/or the Maddy Act and appeared to follow the rules outlined in them, but Government Code section 36516, which authorizes a maximum compensation of \$150, was conspicuous by its absence.
13. It was impossible to reach the Lomita website, even as we tried many variations of the web address.

V. RECOMMENDATIONS

The CGJ recommends that local government websites be improved in the five following ways:

- 5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.
- 5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.
- 5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

- 5.4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.
- 5.5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

VI. REQUEST FOR RESPONSE

California Penal Code Sections 933(c) and 933.05 require a written response to all recommendations contained in this report. Such responses shall be made no later than ninety (90) days after the Civil Grand Jury publishes its report (files it with the Clerk of the Court). Responses shall be made in accord with Penal Code Sections 933.05 (a) and (b).

All responses to the recommendations of the 2015-2016 Civil Grand Jury must be submitted on or before September 30, 2016, to:

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Responses are required from:

THESE WEBSITES WERE JUDGED SATISFACTORY FOR EASE OF USE.
--

Location	Web Address	Recommendation			
Agoura Hills	www.ci.agoura-hills.ca.us	5.1	5.2	5.3	
Artesia	www.cityofartesia.us	5.1	5.2	5.3	
Avalon	www.cityofavalon.com	5.1	5.2	5.3	
Bellflower	www.bellflower.org	5.1	5.2	5.3	
Beverly Hills	www.beverlyhills.org	5.1	5.2	5.3	
Burbank	www.burbankca.gov		5.2		5.4
Carson	www.ci.carson.ca.us	5.1	5.2	5.3	5.4
Cerritos	www.cerritos.us	5.1	5.2	5.3	
Claremont	www.ci.claremont.ca.us	5.1	5.2	5.3	
Commerce	www.ci.commerce.ca.us	5.1	5.2	5.3	5.4
Cudahy	www.cityofcudahy.com	5.1	5.2	5.3	5.4
Gardena	www.ci.gardena.ca.us	5.1	5.2	5.3	5.4
Glendale	www.ci.glendale.ca.us	5.1	5.2	5.3	
Hawaiian Gardens	www.hgcity.org	5.1	5.2	5.3	
Hermosa Beach	www.hermosabch.org	5.1	5.2	5.3	

Hidden Hills	www.hiddenhillscity.org	5.1	5.2	5.3	
Huntington Park	www.hPCA.gov	5.1	5.2	5.3	
City of Industry	www.cityofindustry.org	5.1	5.2	5.3	
Inglewood	www.cityofinglewood.org	5.1	5.2	5.3	5.4
Irwindale	www.ci.irwindale.ca.us	5.1	5.2	5.3	5.4
La Canada Flintridge	www.lcf.ca.gov	5.1	5.2	5.3	5.4
Lakewood	www.lakewoodcity.org	5.1	5.2	5.3	5.4
La Mirada	www.cityoflamirada.org	5.1	5.2	5.3	5.4
La Puente	www.lapueente.org	5.1	5.2	5.3	5.4
Lawndale	www.lawndalecity.org	5.1	5.2	5.3	
Malibu	www.ci.malibu.ca.us	5.1	5.2	5.3	
Manhattan Beach	www.ci.manhattan-beach.ca.us	5.1	5.2	5.3	5.4
Maywood	www.cityofmaywood.com	5.1	5.2	5.3	
Monterey Park	www.ci.monterey-park.ca.us	5.1	5.2	5.3	
Palos Verdes Estates	www.pvestates.org	5.1	5.2	5.3	
Paramount	www.paramountcity.com	5.1	5.2	5.3	5.4
Pasadena	www.cityofpasadena.net	5.1	5.2	5.3	5.4
Pico Rivera	www.pico-rivera.org	5.1	5.2	5.3	5.4
Pomona	www.ci.pomona.ca.us	5.1		5.3	
Redondo Beach	www.redondo.org	5.1	5.2		
Rolling Hills Estates	www.ci.rolling-hills-estates.ca.us	5.1	5.2	5.3	5.4
San Dimas	www.cityofsandimas.com	5.1	5.2	5.3	
San Gabriel	www.sangabrielcity.com	5.1	5.2	5.3	
Santa Clarita	www.santa-clarita.com	5.1	5.2	5.3	5.4
Santa Monica	www.smgov.net	5.1		5.3	
Sierra Madre	www.cityofsierramadre.com	5.1	5.2	5.3	5.4
Signal Hill	www.cityofsignalhill.org	5.1	5.2	5.3	
South Gate	www.cityofsouthgate.org	5.1	5.2	5.3	
South Pasadena	www.ci.south-pasadena.ca.us	5.1	5.2	5.3	5.4
Torrance	www.torranceca.org		5.2	5.3	
Vernon	www.cityofvernon.org	5.1	5.2	5.3	5.4
West Covina	www.westcovina.org	5.1	5.2	5.3	5.4
West Hollywood	www.weho.org	5.1		5.3	
Los Angeles County	www.bos.co.la.ca.us	5.1	5.2	5.3	

THESE WEBSITES WERE JUDGED UNSATISFACTORY FOR EASE OF USE.

Location	Web Address	Recommendations				
Alhambra	www.cityofalhambra.org	5.1	5.2	5.3	5.4	5.5
Arcadia	www.ci.arcadia.ca.us	5.1	5.2	5.3	5.4	5.5
Azusa	www.ci.azusa.ca.us	5.1	5.2	5.3	5.4	5.5
Baldwin Park	www.baldwinpark.com	5.1	5.2	5.3	5.4	5.5
Bell Gardens	www.bellgardens.org	5.1	5.2	5.3	5.4	5.5

Bradbury	www.cityofbradbury.org	5.1	5.2	5.3	5.4	5.5
Calabasas	www.cityofcalabasas.com	5.1	5.2	5.3	5.4	5.5
Compton	www.comptoncity.org	5.1	5.2	5.3	5.4	5.5
Covina	www.covinaca.gov	5.1	5.2	5.3	5.4	5.5
Culver City	www.culvercity.org	5.1			5.4	5.5
Diamond Bar	www.ci.diamond-bar.ca.us	5.1	5.2	5.3	5.4	5.5
Downey	www.downeyca.org	5.1	5.2	5.3	5.4	5.5
Duarte	www.accessduarte.com	5.1	5.2	5.3	5.4	5.5
El Monte	www.ci.el-monte.ca.us	5.1	5.2	5.3	5.4	5.5
El Segundo	www.elsegundo.org	5.1	5.2	5.3	5.4	5.5
Glendora	www.ci.glendora.ca.us	5.1	5.2	5.3		5.5
Hawthorne	www.cityofhawthorne.org	5.1	5.2	5.3	5.4	5.5
La Habra Heights	www.la-habra-heights.org	5.1	5.2	5.3		5.5
Lancaster	www.cityoflancasterca.org	5.1	5.2	5.3		5.5
La Verne	www.ci.la-verne.ca.us	5.1	5.2	5.3	5.4	5.5
Lomita	www.lomita.com/cityhall	5.1	5.2	5.3	5.4	5.5
Long Beach	www.longbeach.gov	5.1	5.2	5.3	5.4	5.5
Los Angeles	www.lacity.org	5.1	5.2	5.3	5.4	5.5
Lynwood	www.lynwood.ca.us	5.1	5.2	5.3	5.4	5.5
Monrovia	www.cityofmonrovia.org	5.1	5.2	5.3	5.4	5.5
Montebello	www.cityofmontebello.com	5.1	5.2	5.3	5.4	5.5
Norwalk	www.ci.norwalk.ca.us	5.1	5.2	5.3	5.4	5.5
Palmdale	www.cityofpalmdale.org	5.1	5.2	5.3	5.4	5.5
Rancho Palos Verdes	www.rpvca.gov	5.1	5.2	5.3		5.5
Rolling Hills	www.rolling-hills.org	5.1	5.2	5.3	5.4	5.5
Rosemead	www.cityofrosemead.org	5.1	5.2	5.3	5.4	5.5
San Fernando	www.ci.san-fernando.ca.us	5.1	5.2	5.3	5.4	5.5
San Marino	www.ci.san-marino.ca.us	5.1	5.2	5.3		5.5
Santa Fe Springs	www.santafesprings.org	5.1	5.2	5.3	5.4	5.5
South El Monte	www.ci.south-el-onte.ca.us	5.1	5.2	5.3	5.4	5.5
Temple City	www.ci.temple-city.ca.us	5.1	5.2	5.3		5.5
Walnut	www.ci.walnut.ca.us	5.1	5.2	5.3	5.4	5.5
Whittier	www.cityofwhittier.org		5.2	5.3	5.4	5.5

VII. ACRONYMS

BOS Board of Supervisors
CGJ Civil Grand Jury

VIII. COMMITTEE MEMBERS

George Zekan	Chair
Lorraine Stark	Secretary
Edna McDonald	
Molly Milligan	

APPENDIX

Dear City Manager,

The 2015-2016 Los Angeles County Civil Grand Jury is gathering information on city-appointed commissions. We have examined many official city web sites and found some information useful to citizens but many sites lack essential facts and others are incomplete.

Please respond to us no later than December 21, 2015. If your city has committees, agencies, and/or boards that function in the same capacity as commissions we ask that you treat them as such when answering the following questions.

1. How many commissions exist in your city?
2. Are commission members compensated in any way?
 - a. If so, what is the compensation amount?
 - b. Is attendance at commission meetings mandatory to receive compensation?
 - c. Is there a maximum amount of compensation a member may receive?
 - d. Does your city have term limits on a commissioner's service?
3. Are elected officials in your city allowed to serve on commissions?
4. Are commission members permitted to simultaneously serve on more than one commission?
5. Are the agendas and minutes of all commissions published on your city's web site?
6. Do the above answers apply to all of your city's commissions?

Thank you very much.

2015-2016 Los Angeles County Civil Grand Jury

civilgrandjury@lacourt.org (213) 628-7914

31 -



CITY OF RANCHO PALOS VERDES

KEN DYDA, MAYOR

BRIAN CAMPBELL, MAYOR PRO TEM

SUSAN BROOKS, COUNCILWOMAN

JERRY V. DUHOVIC, COUNCILMAN

ANTHONY M. MISETICH, COUNCILMAN

August 2, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple St.
11th Fl., Rm. 11-506
Los Angeles, CA 90012

SUBJECT: Response to Civil Grand Jury Final Report of June 30, 2016

Honorable Presiding Judge and Civil Grand Jury:

Pursuant to California Penal Code Sections 933(c) and 933.05, enclosed is the written response of the City of Rancho Palos Verdes to the recommendations contained in the Civil Grand Jury's Final Report entitled "Appointed Commissions: Transparency will Maintain the Public Trust". At its regular meeting of August 2, 2016, the Rancho Palos Verdes City Council approved and authorized the submittal of these responses to the Civil Grand Jury's recommendations, as set out in the enclosed document.

The City appreciates the dedication of the Civil Grand Jury to the investigation of this important issue.

Sincerely,



Ken Dyda
Mayor

enclosure

cc: Rancho Palos Verdes City Council
Doug Willmore, City Manager
Gabriella Yap, Deputy City Manager
Kit Fox, Senior Administrative Analyst

**City of Rancho Palos Verdes
Response to 2015-16 Civil Grand Jury Final Report
on Appointed Commissions**

RECOMMENDATION NO. 5.1.

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response

The City of Rancho Palos Verdes is in agreement with the Los Angeles County Civil Grand Jury that information about the compensation of appointed City commission members should be included on the City's website. In Rancho Palos Verdes, only members of the Planning Commission receive compensation, in the amount of \$135.00 per month. The members of all other appointed City commissions—Emergency Preparedness Committee, Finance Advisory Committee, Infrastructure Management Advisory Committee, Traffic Safety Committee, and Water Quality and Flood Protection Oversight Committee—serve as unpaid community volunteers. With respect to compensation in the event of missed meetings, Section 2.20.030 of the City's municipal code provides that members of the Planning Commission who have five (5) or more unexcused absences from the Commission's twice-monthly meetings within a 6-month period shall forfeit their seat on the Commission.

In response to Recommendation No. 5.1, the City of Rancho Palos Verdes shall, on or before September 30, 2016, add a "Commission Facts" page to its website that includes the information provided above.

RECOMMENDATION NO. 5.2.

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Response

The City of Rancho Palos Verdes agrees that information about the eligibility of elected officials to serve on appointed City commissions should be included on the City's website. Although there is no explicit prohibition against it, it has been the City's practice not to appoint elected City officials to City commissions. This ensures that the City Council receives objective recommendations and feedback from the City's appointed commissions, which serve in an advisory capacity to the City Council.

In response to Recommendation No. 5.2, the City of Rancho Palos Verdes shall, on or before September 30, 2016, add a "Commission Facts" page to its website that includes the information provided above.

RECOMMENDATION NO. 5.3. X

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

Response

The City of Rancho Palos Verdes agrees that information about the eligibility of residents to serve on more than one (1) appointed City commission should be included on the City's website. Although there is no explicit prohibition against it, it has been the City's practice not to appoint any resident to more than one (1) City commission at any time. This ensures that the City Council receives recommendations and feedback from the broadest possible spectrum of City residents.

In response to Recommendation No. 5.3, the City of Rancho Palos Verdes shall, on or before September 30, 2016, add a "Commission Facts" page to its website that includes the information provided above.

RECOMMENDATION NO. 5.4.

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response

Pursuant to the June 30, 2016, Final Report, the City of Rancho Palos Verdes was not required to respond to Recommendation No. 5.4. However, we would note that agendas, agenda reports, minutes and (in some cases) videos of appointed commission meetings are available from links on the City's website and the individual commission webpages.

RECOMMENDATION NO. 5.5. X

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

Response

The City of Rancho Palos Verdes agrees that links to information about the City's appointed commissions should be conspicuous and easy to find on the City's website. We would note that, as suggested by the Civil Grand Jury, there are already conspicuous links to the City's Planning Commission and other appointed commissions under the

"Government" tab that is located near the top of the home page on the City's website (<http://www.rpvca.gov/149/Advisory-Boards-Committees-Commissions>).



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CALIF. 90274
(310) 377-1521
FAX: (310) 377-7288

September 7, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Subject: City of Rolling Hills responses to the 2015-2016 Civil Grand Jury Final Report's Recommendations regarding Appointed Commissions

The following are the City of Rolling Hills responses to the Civil Grand Jury Recommendations. These responses are being made pursuant to California Penal Code Section 933(c) and 933.05(a) and (b).

RECOMMENDATIONS REGARDING APPOINTED COMMISSIONS

- 5.1 City should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE: The City will state that no compensation is provided under "Commission Facts" listed on the "Commissions" page under the "Government" menu option on the City's web site by September 30, 2016.

- 5.2 City should add to "Commission Facts" for each existing commission whether or not an elected official may serve on it.

RESPONSE: The City will indicate for each Commission whether or not an election official may serve on an existing commission under "Commission Facts" listed on the "Commissions" page under the "Government" menu option on the City's web site by September 30, 2016.

- 5.3 City should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

RESPONSE: The City will state that there is no express ban on persons serving on more than one commission at the same time under "Commission Facts" listed on the "Commissions" page under the "Government" menu option on the City's web site by September 30, 2016.

Presiding Judge

September 7, 2016

Re: Responses to the 2015-2016 Civil Grand Jury Final Report's Recommendations

Page 2 of 2

- 5.4 City should publish or provide a link to current agenda and timely meeting minutes for each meeting of each existing commission on the web site.

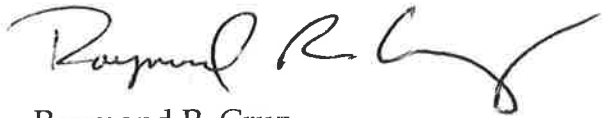
RESPONSE: The City currently provides a link to all commission agendas on the City's web site a minimum of 72 hours prior to any commission meeting. Due to web site storage and staffing limitations, the City does not post the minutes for each meeting on the web site. However, upon request, the minutes from any commission meeting are provided to the requestor, typically within 24 hours.

- 5.5 City should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

RESPONSE: The City will add a link to "Commissions" under the "Government" menu option on the City's web site by September 30, 2016.

Please let us know if you have any questions or if any further information or clarification is necessary.

Sincerely,



Raymond R. Cruz
City Manager

RRC:hl

09-07-16CivilGrandJury_Response-ltr.docx

STEVEN ZUCKERMAN
Mayor

FRANK V. ZERUNYAN
Mayor Pro Tem

BRITT HUFF
Council Member

JUDY MITCHELL
Council Member

VELVETH SCHMITZ
Council Member

DOUGLAS R. PRICHARD
City Manager



CITY OF

ROLLING HILLS ESTATES

4045 PALOS VERDES DRIVE NORTH • ROLLING HILLS ESTATES, CA 90274
TELEPHONE 310.377.1577 FAX 310.377.4468
RollingHillsEstatesCA.gov

February 27, 2017

241-3117 F.S.
125
n.k. 2-14

Joanne D. Saliba, Foreperson
County of Los Angeles Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

RE: 2015-2016 Los Angeles County Grand Jury Findings related to Appointed Commissions
Transparency Will Maintain the Public Trust

Dear Ms. Saliba:

This is in response to your letter dated February 1, 2017 requesting information regarding the 2015-2016 Los Angeles County Civil Grand Jury's finding and recommendations in its Final Report related to: *Appointed Commission Transparency Will Maintain Public Trust, Sections 5.1, 5.2, 5.3, 5.4*. While the City of Rolling Hills Estates is listed under the websites judged as satisfactory for ease of use, the City is committed to providing the utmost transparency and usability of its website and other elements of its operations. The City is in the process of upgrading its website to support these goals and commits to the following:

1. Section 5.1- adding to "Commission Facts" indicating compensation
The City of Rolling Hills Estates will implement by May 1, 2017.
2. Section 5.2 – adding "Commission Facts"
The City of Rolling Hills Estates will implement by May 1, 2017.
3. Section 5.3 – distinguishing the ability or inability of commissioners serving on more than one commission at a time.
The City of Rolling Hills Estates will implement by May 1, 2017.
4. Section 5.4 – Listing current agenda and timely meeting minutes
The City of Rolling Hills Estates has implemented.

Should you have any further questions, please feel free to contact Alexa Davis, Assistant to the City Manager, at (310) 377-1577 ext. 111.

Sincerely,

Greg Grammer
Assistant City Manager

cc: Douglas Benedict, Chair, Continuity Committee, 2016-2017 Los Angeles County Civil Grand Jury

MAYOR:
SANDRA ARMENTA

MAYOR PRO TEM:
PETER LOW

COUNCIL MEMBERS:
WILLIAM ALARCON
MARGARET CLARK
STEVEN LY



City of Rosemead

8838 E. VALLEY BOULEVARD P.O. BOX 399
ROSEMEAD, CALIFORNIA 91770
TELEPHONE (626) 569-2100
FAX (626) 307-9218

24- Leber

July 11, 2016

The Honorable Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, California 90012

**RE: Appointed Commissions: Transparency Will Maintain the Public Trust
City of Rosemead**

Dear Judge Kuhl:

The City of Rosemead understands that one of our top priorities to the public and our residents is to operate in a manner that is open and transparent. The City is accountable to the people and strives to make public information straightforward, clear, and easily accessible. As such, the City continually strives to improve its transparency and has made the recommended website improvements as listed in the Civil Grand Jury Report related to "Appointed Commissions", which can be viewed on the City's website at www.cityofrosemead.org or in the attached documents.

If you have any questions, please feel free to contact me at (626) 569-2106.

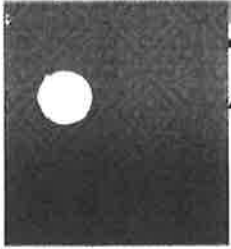
Sincerely,

Bill R. Manis

Bill R. Manis
City Manager

*5.1 - 5.5
date*

Enclosures



At Your Service

- Boards, Commissions and Committees
 - Business License
 - City Manager
 - City Clerk
 - Comprehensive Fee Schedule
 - Finance
 - Housing
 - Human Resources
 - Parks & Recreation
 - Planning
 - Public Safety
 - Public Works
-

Boards, Commissions and Committees

Committees and Board of Directors for Regional and State Organizations

The City Council represents Rosemead at various regional and State organizations such as California Contract Cities Association, League of California Cities, and other groups by serving on their committee or board of directors. Click [here](#) to view the 2016 Mayor's Appointments and see which Council Member has been appointed to represent our community on a regional and State level.

In addition, the Fair Political Practices Commission (FPPC) requires each agency to post a single **FORM 806** - 2016-2017 (FPPC Regulation 18705.5 amended 03.2012).

Commission Facts

Qualification: Commissioners must reside in the City of Rosemead at the time of the appointment and throughout the term in office, and be registered to vote in the City. Commissioners are appointed by, and serve at the pleasure of, the City Council. Commissioners may only serve on one Commission at a time and may not be an elected official of Rosemead.

Terms: Commissioners serve two-year terms that are subject to reappointment.

Meeting:

- Planning Commission meetings are held on the first and third Monday of the month in the Rosemead City Hall Council Chambers at 7:00 pm.
- Traffic Commission meetings are held on the first Thursday of the month in the Rosemead City Hall Council Chambers at 7:00 pm.

Compensation: Commissioners receive a stipend in the amount of \$100 for each regularly scheduled meeting and special meeting held and attended.

Click below for more information on Rosemead Commissions and Committees

Beautification Committee

Planning Commission

Traffic Commission

Meeting Agenda Packets

Agenda packets for **City Council, Oversight Board, Planning Commission, and Traffic Commission** meetings are available through our document archives. Agenda packets from previous meetings can also be accessed by clicking the agenda packet link.



Planning Commission

Planning Commission meetings are held on the first and third Monday of the month in the Rosemead City Hall Chambers at 7:00 pm. The Commission conducts public hearings, reviews policies and procedures, makes findings, renders decisions and makes recommendations to the City Council on a variety of matters affecting the physical development of the City. Please click [here](#) for a Planning Commission Application Form.

Planning Commissioners:

- Daniel Lopez June 2015 - May 2017
- Diana Herrera June 2015 - May 2017
- John Tang June 2015 - May 2017
- Nancy Eng June 2016 - May 2018
- Sean Dang June 2016 - May 2018

Click [HERE](#) for Agendas, Minutes and Videos.

View Past Events

EVENT	DATE/TIME	AGENDA
Planning Commission Meeting	7/18/2016 7:00 PM	Not Available
Planning Commission Meeting	8/1/2016 7:00 PM	Not Available
Planning Commission Meeting	8/15/2016 7:00 PM	Not Available
Planning Commission Meeting	9/5/2016 7:00 PM	Not Available
Planning Commission Meeting	9/19/2016 7:00 PM	Not Available
Planning Commission Meeting	10/3/2016 7:00 PM	Not Available
Planning Commission Meeting	10/17/2016 7:00 PM	Not Available
Planning Commission Meeting	11/7/2016 7:00 PM	Not Available
Planning Commission Meeting	11/21/2016 7:00 PM	Not Available
Planning Commission Meeting	12/5/2016 7:00 PM	Not Available
Planning Commission Meeting	12/19/2016 7:00 PM	Not Available

City Council

JRTIS W. MORRIS, Mayor
EMMETT BADAR, Mayor Pro Tem
DENIS BERTONE
JEFF TEMPLEMAN
JOHN EBINER

City Manager

BLAINE M. MICHAELIS

Assistant City Manager

Treasurer/City Clerk

KENNETH J. DURAN



CD - Lume

**Assistant City Manager of
Community Development**
LAWRENCE STEVENS

Director of Public Works
KRISHNA PATEL

**Director of Parks
and Recreation**
THERESA BRUNS

City Attorney
MARK W. STERES

August 16, 2016

Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street 11th Flr-Room 11-506
Los Angeles, CA 90012

Re: APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN THE PUBLIC
TRUST - City of San Dimas Response

California Penal Code Section 933.05(a):

The respondent agrees with the finding. When reviewing our posted Commissioner information on our website we found that some of the commission facts were listed but were not consistent throughout all of the commissions and boards.

California Penal Code Section 933.05(b)

The recommendation has been implemented effective August 10, 2016 by adding recommendations 5.1, 5.2 and 5.3 of the CGJ's 2015-2016 reported findings, and our website now reflects consistent language throughout all effected commissions and boards. Attached are copies of the Commission Descriptions for each of City's Commissions as found on the City's website reflecting the updated information.

If you should have any questions as to the City's response and compliance with the recommendations in the Report please contact me at (909) 394-6213 or bmichaelis@ci.san-dimas.ca.us.

Sincerely,

Blaine Michaelis
City Manager
City of San Dimas

Equestrian Commission

The duties of the Equestrian Commission:



Horsethief Canyon

1. To act in an advisory capacity to the City Council in all matters pertaining to equine, equestrians and other citizen concerns of equestrian matters and their needs, including but not limited to the care of horses, establishment and maintenance of equestrian trails, establishment of equestrian programs and the preservation of the City's equestrian heritage;
2. To be empowered to assemble information on the problems and their solution pertaining to all equestrian matters;
3. To be empowered on its own initiative to make recommendations to the City Council on matters within its purview;
4. To act to facilitate coordination between existing and proposed equestrian programs and provide for horse care.

The Commission consists of five members. Commissioners must be residents of the City of San Dimas and are appointed on the basis of three affirmative votes of members of the City Council, based on nominations from members of the City Council. City Councilmembers may not serve as members of the Commission. Commissioners do not receive any compensation or stipend for serving on the Commission or attending meetings. By Council policy a Commissioner may not serve concurrently on more than one Commission or Board.

Desirable Qualifications for Commission Members:

Suggested qualifications for Equestrian Commissioners include, but are not limited to, the following knowledge and abilities:

1. Knowledge of horse keeping through the ownership of a horse, involvement with equestrian projects and programs, and /or a demonstrated interest in equestrian matters;
2. Willingness to research and report on issues, programs and policies relating to equestrian matters;
3. Willingness to assist in implementing projects as decided upon by the Equestrian Commission and/or City Council;
4. Ability to develop and maintain harmonious working relationships with Commission members, the City Council, the public, and law enforcement agencies.
5. Willingness to attend night meetings on a regular basis. Three unexcused absences in one year are generally grounds for dismissal from the Commission.

Meets on the first Tuesday evening of every other month at 6:00 P.M. (unless otherwise announced and publicly noticed) in the City Council Chambers Conference Room of San Dimas City Hall at 245 East Bonita Avenue.

[Click here to View the Equestrian Commission Agenda](#)

[Click here to View the Equestrian Commission Minutes](#)

[Click here for Equestrian Commission Members](#)

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 City Hall Hours: Monday thru Thursday 7:30 a.m. to 5:30 p.m. • Friday 8:00 a.m. to 5:00 p.m.
 Website Design and Management by Highpoint Web Design, LLC

Parks & Recreation Commission

Parks & Recreation Commission Description

The Commission shall be composed of seven Commissioners who shall be residents of the city, serve without compensation and be appointed upon the basis of three affirmative votes of members of the City Council.

Each Commissioner will be appointed to a two-year term with a limit of three terms, except the Commissioner from the sixteen to twenty-one age groups, who will serve a one year term.

After term expiration, members must wait one year before being eligible to reapply for service on the same commission.

City Councilmembers may not serve as members of the Commission. By Council policy a Commissioner may not serve concurrently on more than one Commission or Board.

Duties:

1. To advise the City Council on matters relating to the development and maintenance of public parks and recreation programs.
2. To represent the views of the citizenry relating to parks and recreation needs.
3. To consult with the professional staff in the development of parks and recreation programs.
4. To generally enlist community interest in human services, parks and recreation.
5. To perform any other acts related to the City's park and recreation needs as requested by the Council.

Desirable Qualifications:

1. Willingness to give due attention and study to recreation and park services as they affect the welfare of the people of San Dimas.
2. Ability to interpret the parks and recreation services to the community.
3. Willingness to take initiative in making studies and planning for future parks and recreation areas and facilities, as well as determining means of keeping present areas and facilities at an acceptable level.

Meets on the third Tuesday evening of each month at 6:00 P.M. (unless otherwise announced and publicly noticed) in the Meeting Room at the San Dimas Senior Center, 201 E. Bonita Avenue.

[Click here to View the Parks & Recreation Commission Agenda](#)

[Click here to View the Parks & Recreation Commission Minutes](#)

[Click here for Parks & Recreation Commission Members](#)

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City Hall Hours: Monday thru Thursday 7:30 a.m. to 5:30 p.m. • Friday 8:00 a.m. to 5:00 p.m.
Website Design and Management by Highpoint Web Design, LLC

Planning Commission

Planning Commissioner

The Planning Commission is an advisory body to the City Council which is responsible for directing the short and long range growth and development of the City through maintenance and implementation of the City's General Plan and associated specific plans. It is composed of five Commissioners appointed upon the basis of three affirmative votes of members of the City Council, based on nominations from members of the City Council. Commissioners must be residents of the City of San Dimas.

By Council policy a Commissioner may not serve concurrently on more than one Commission or Board. Commissioners receive a stipend of \$50.00 for each meeting they attend, usually two meetings per month.

City Councilmembers may not serve as members of the Commission.

Duties:

In order to implement the General Plan, the Planning Commission is empowered to administer the City's zoning laws, ordinances, rules and regulations which:

- * Regulate the use and appearance of buildings, structures and land.
- * Regulate signs and billboards.
- * Regulate location, height, bulk, number of stories and size of buildings and structures; the size and use of lots, yards, courts and other open spaces; the percentage of a lot which may be occupied by a building or structure; the intensity of land use.
- * Establish requirements for off-street parking and loading.
- * Establish and maintain building setback lines.

The Planning Commission also reviews environmental documents and capital improvement programs.

Desirable Qualifications:

A Planning Commissioner's primary job is to make land use decisions that are consistent with the policies and plans formally adopted by the City Council. Therefore, the first priority of a Planning Commissioner must be to develop decision-making skills and knowledge of City policies. It is not critical to have training in fields such as planning, architecture, law, civil engineering, geology, economics, or demography. These are skills that are available to the Commissioner from staff, consultants, and the applicant. The Commissioner's job is to weigh the professional input given in staff reports, environmental impact reports, and consultant reports. A Commissioner is much like a judge, who is trained to render a legal decision based on the testimony of experts and others who appear as witnesses in a trial.

Meets on the first and third Thursday evening of each month at 7:00 P.M. (unless otherwise announced and publicly noticed) in the City Council Chambers of San Dimas City Hall at 245 East Bonita Avenue.

[Click here to View the Planning Commission Agenda](#)

[Click here to View the Planning Commission Minutes](#)

[Click here for Planning Commission Members](#)

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City Hall Hours: Monday thru Thursday 7:30 a.m. to 5:30 p.m. • Friday 8:00 a.m. to 5:00 p.m.
Website Design and Management by Highpoint Web Design, LLC

Public Safety Commission

Public Safety Commissioner

The Public Safety Commission is composed of ten members appointed on the basis of three affirmative votes of members of the City Council, based upon nominations from members of the City Council. Each member will be appointed to a two-year term. Commissioners must be residents of the City of San Dimas

Commissioners do not receive any compensation or stipend for serving on the Commission or attending meetings. By Council policy a Commissioner may not serve concurrently on more than one Commission or Board.

City Councilmembers may not serve as members of the Commission.

Duties

1. To advise the City Council on matters relating to law enforcement including but not limited to, policing, crime prevention and emergency services.
2. To represent the views of the citizenry relating to law enforcement plans, programs, and future needs.
3. To consult with professional staff in the development of law enforcement programs.
4. To enlist community interest in, and support for, the City's law enforcement programs.
5. To work with citizens, elected and appointed officials, and professional staff to support the work of law enforcement, crime prevention and emergency services officers and deputies.

Desirable Qualifications

1. Willingness to give due attention and study to law enforcement services as they affect the welfare of the people of San Dimas.
2. Ability to interpret law enforcement services to the community, and to interpret the community to professional law enforcement personnel.
3. Willingness to take the initiative to work with others to undertake studies to plan for future law enforcement needs and to evaluate existing programs and levels of service.
4. Ability to develop and maintain harmonious working relationships with other committee members, the City Council, the Sheriff's Department, the public, the school district, service organizations and other community groups.
5. Willingness to attend committee meetings, including quarterly law enforcement breakfasts. Three unexcused absences in one year may result in dismissal from the Commission.

Meets on the third Tuesday evening of each month at 5:30 P.M. (unless otherwise announced and publicly noticed) in the City Council Chambers Conference Room San Dimas City Hall at 245 East Bonita Avenue.

[Click here to View the Public Safety Commission Agenda](#)

[Click here to View the Public Safety Commission Minutes](#)

[Click here for Public Safety Commission Members](#)

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City Hall Hours: Monday thru Thursday 7:30 a.m. to 5:30 p.m. • Friday 8:00 a.m. to 5:00 p.m.
Website Design and Management by Highpoint Web Design, LLC

Senior Citizens Commission

Senior Citizens Commission

The Senior Citizens Commission shall consist of nine members who shall be residents of the City, serve without compensation, and be appointed upon the basis of three affirmative votes of members of the City Council based on nominations from members of the City Council. At least five (5) of the Commissioners shall be over 55 years of age.

By Council policy a Commissioner may not serve concurrently on more than one Commission or Board. City Councilmembers may not serve as members of the Commission.

Powers and Duties:

The powers and duties of the Commission are as follows:

1. To act in an advisory capacity to the City Council in all matters pertaining to older Americans and their needs, including, but not limited to health and nutrition, transportation, housing, employment and recreational programs.
2. To be empowered to assemble information on the problems and their solutions pertaining for older Americans through all means available, including investigation of the availability of grants for senior citizen needs.
3. To be empowered on its own initiative to make recommendations to the City Council on matters within its purview.
4. To act to facilitate coordination between existing and proposed programs for senior citizens provided by various levels of government.

Desirable Qualifications:

Suggested qualifications for Senior Citizens Commissioners include, but are not limited to, the following knowledge and abilities:

1. Some knowledge, experience and empathy of the concerns and problems of the older individual;
2. The ability to enthusiastically research and report on issues, programs, and policies relating to senior citizens;
3. The ability to enthusiastically assist in implementing projects as decided upon by the Senior Citizen Commission and/or City Council;
4. Ability to develop and maintain harmonious working relationships with Commission members, the City Council, residents and the public. The time and level of commitment to be present and enthusiastically support all Senior Citizens Commission activities;
5. The time to enthusiastically attend Commission meeting. Absence from three (3) consecutive meetings in one year may terminate a Commissioner from membership on the Commission.

Meets on the first Thursday evening of every other month at 6:00 P.M. (unless otherwise announced and publicly noticed) in the Senior Citizen Community Center at 201 East Bonita Avenue.

[Click here to View the Senior Citizen Commission Agenda](#)

[Click here to View the Senior Citizen Commission Minutes](#)

[Click here for Senior Citizen Commission Members](#)

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City Hall Hours: Monday thru Thursday 7:30 a.m. to 5:30 p.m. • Friday 8:00 a.m. to 5:00 p.m.
Website Design and Management by Highpoint Web Design, LLC

THE CITY OF SAN FERNANDO

CITY COUNCIL

March 7, 2017

MAYOR
ROBERT C. GONZALES

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles CA, 90012

VICE MAYOR
JOEL FAJARDO

COUNCILMEMBER
ANTONIO LOPEZ

COUNCILMEMBER
SYLVIA BALLIN

COUNCILMEMBER
JAIME SOTO

Subject: City of San Fernando Response to the 2015-2016 Los Angeles Civil Grand Jury – Appointed Commissions Transparency Will Maintain the Public Trust Report

245-3,13,17 RS ✓
125

The City of San Fernando understands the concerns expressed in the Los Angeles County Civil Grand Jury report related to Appointed Commissions released on June 30, 2016 (Report). On behalf of the City of San Fernando, please accept this as our official response to the Report.

FINDINGS 1 THROUGH 13 AND CITY RESPONSE.

As noted by the Report, the Los Angeles County Civil Grand Jury (Grand Jury) studied the websites for the County of Los Angeles and the 88 cities within the County and from its research made thirteen findings ranging from very specific factual findings (i.e., two cities, Bell and Westlake Village, have no commissions) to findings that are quite general (i.e., some cities publish agendas for commission meetings but not the minutes.). The City is not in the position to verify the facts underlining every finding without undertaking the same research conducted by the Grand Jury, which would be labor intensive. Accordingly, the City will assume the findings to be true and on such basis agrees with the findings made by the Grand Jury.

It should also be noted that in June 2016 (most likely after the Grand Jury study was conducted), the City of San Fernando launched a newly redesigned website that provides accurate, current and comprehensive information in a visually appealing and user-friendly manner.

RECOMMENDATION 5.1 – Los Angeles County and each listed city in Section VI should add to the “Commission Facts” for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

CITY RESPONSE TO 5.1

The recommendation has already been implemented. Information on compensation has been added to the section of the City Commissions page of the website.

ADMINISTRATION DEPARTMENT

117 MACNEIL STREET
SAN FERNANDO
CALIFORNIA
91340

OFFICE OF THE
CITY MANAGER
(818) 898-1202

PERSONNEL DIVISION
(818) 898-1220

TREASURER DIVISION
(818) 898-1207

WWW.SFCITY.ORG

PRESIDING JUDGE

City of San Fernando Response to the 2015-2016 Civil Grand Jury

Appointed Commissions: Transparency Will Maintain the Public Trust Report

Page 2 of 2

RECOMMENDATION 5.2 – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

CITY RESPONSE TO 5.2

The recommendation has already been implemented. Information on eligibility of elected officials to serve on city commissions has been added to the section of the City Commissions page of the website.

RECOMMENDATION 5.3 – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

CITY RESPONSE TO 5.3

The recommendation has already been implemented. Information on ability of commissioners to serve on more than one commission has been added to the section of the City Commissions page of the website.

RECOMMENDATION 5.4 – Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

CITY RESPONSE TO 5.4

The recommendation has already been implemented. Agendas, minutes, and audio recordings are now published on the City’s website. Minutes for each commission meeting will be published following approval from their respective commission.

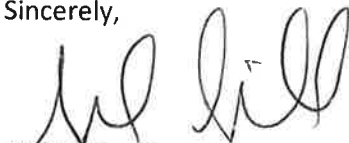
RECOMMENDATION 5.5 – Each listed city should add conspicuous link to “Commissions” on the home page or as a menu option under “Departments,” “Government,” or “Services.”

CITY RESPONSE TO 5.5

The recommendation has already been implemented. The City of San Fernando website already has a drop down menu under “Our City” dedicated to City Commissions.

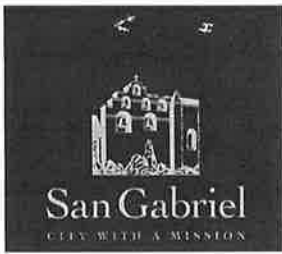
In conclusion, this completes the response of the City of San Fernando.

Sincerely,



Nick Kimball

Interim City Manager



Phone: 626.308.2800
Fax: 626.458.2830
City Hall: 425 South Mission Drive, San Gabriel, California
Mail: P.O. Box 130, San Gabriel, California 91778-0130
Web: SanGabrielCity.com

23-441

July 12, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

RE: Response to Cities of Los Angeles County Appointed Commissions: Transparency
Will Maintain the Public Trust

Dear Presiding Judge:

Please accept the City of San Gabriel's following responses to the recommendations and required responses contained in the Cities of Los Angeles County Appointed Commissions: Transparency Will Maintain the Public Trust as required by California Penal Code Section 933(c) and 933.05:

5.1 Cities should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided:

Response: Agree; this recommendation has been implemented.

The City of San Gabriel understands that providing information in an accurate and accessible manner is a legitimate public interest and is an important aspect of maintaining the public trust. On the City's website, on the "Commissions" page, the City has posted that there is no compensation for commissioners. The City has also posted this information under "Commission Facts" in each specific commission subpage.

Milestone Completion Date: Completed

5.2 Cities should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it:

Response: Agree; this recommendation has been implemented.

The City of San Gabriel understands the need to have information readily available to citizens about the City's commissions. The City has posted on the "Commissions" page and each existing commission subpage that elected officials cannot serve on commissions.

Milestone Completion Date: Completed

5.3 Cities should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time:

Response: Agree; this recommendation has been implemented.

The City of San Gabriel understands the importance of matching, if not exceeding, citizen's expectations of government transparency. At the City of San Gabriel, commissioners cannot serve on more than one commission at the same time. The City has posted this information under "Commission Facts" on the City's website's "Commissions" page and each existing commission subpage.

Milestone Completion Date: Completed

The City of San Gabriel believes that the above responses adequately address the recommendations and required responses contained in the Cities of Los Angeles County Appointed Commissions: Transparency Will Maintain the Public Trust as required by California Penal Code Section 933(c) and 933.05. If you have any questions, please do not hesitate to contact me at (626) 308-2805.

Sincerely,

A handwritten signature in black ink that reads "Steven A. Preston". The signature is fluid and cursive, with the first name "Steven" being more prominent than the last name "Preston".

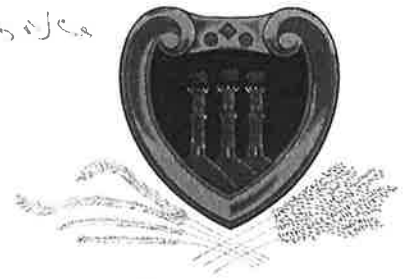
Steven A. Preston
City Manager

City of San Marino

Office of the City Manager

July 19, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012



JOHN T. SCHAEFER
City Manager

Reference: **Appointed Commissions: Transparency will maintain public trust**

I write on behalf of the City of San Marino (City) in response to Los Angeles County Civil Grand Jury Report on Appointed Commissions: Transparency Will Maintain the Public Trust. The San Marino City Council publicly reviewed this matter at its July 13, 2016 regular meeting and directed me to work with the City Attorney to draft this response.

The Grand Jury's report included 5 recommendations, and the City's response to each is listed below, following the recommendation.

- 5.1 *Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, that none is provided.*

The City agrees with this recommendation and the recommendation has been implemented.

- 5.2 *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.*

The City agrees with this recommendation and the recommendation has been implemented.

- 5.3 *Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.*

The City agrees with this finding and the recommendation. The City Attorney has determined that persons cannot concurrently serve on the Design Review Committee and the Planning Commission, and the City will place this information on the City's website. The City does not currently have a policy or ordinance that addresses this matter with respect to the City's other commissions and boards. The City Council will study this issue and will place this information on the City's website if the Council determines that this prohibition should apply to other

commissions and boards. The Grand Jury might be interested to know in this regard that members of the City Council and the City's boards, commissions and committees receive no compensation or stipends for their service.

- 5.4 *Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.*


The City agrees with this finding and the recommendation has been implemented.

- 5.5 *Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu options under "Departments," "Government," or "Services."*

The City agrees with this finding and the recommendation has been implemented.

Should you require any additional information on this response, please feel free to contact the City Manager's Office.

Sincerely,

A handwritten signature in black ink, appearing to read "John T. Schaefer". The signature is fluid and cursive, with a large loop at the end.

John T. Schaefer



17c-Kuhl

City of
SANTA CLARITA

23920 Valencia Boulevard • Suite 300 • Santa Clarita, California 91355-2196

Phone: (661) 259-2489 • FAX: (661) 259-8125

www.santa-clarita.com

September 30, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Subject: Appointed Commissions: Transparency Will Maintain The Public Trust Report

Dear Honorable Judge Kuhl,

On June 30, 2016, the Los Angeles County Civil Grand Jury issued its report entitled: *Appointed Commissions: Transparency will Maintain the Public Trust*. Per California Penal Code Section 933.05 (b), please allow this letter to serve as the City of Santa Clarita's formal response to the report.

The recommendations in the report ranked the City of Santa Clarita's website as **satisfactory** for ease of use. Moreover, the Civil Grand Jury made the following four recommendations for the City of Santa Clarita - please see our below response to each of the proposed recommendations:

- **5.1.** We should add to the Commission Facts for each commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response: The City of Santa Clarita has implemented the recommendation. The commission does receive compensation for attending regular and special meetings. Additionally, the commission webpage now states the amount of compensation that is received by commissioners and also states that in order to receive compensation attendance is mandatory.

- **5.2.** We should add to the Commission Facts for each existing commission whether or not elected officials may serve on it.

Response: The City of Santa Clarita appreciates the recommendation. The City's municipal code does not explicitly state whether or not elected officials may serve on commissions.

- **5.3.** We should add to the Commission Facts for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Response: The City of Santa Clarita appreciates the recommendation. The City's municipal code does not explicitly state whether or not commissioners can serve on more than one commission at the same time.

- **5.4.** We should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Response: The City of Santa Clarita has implemented the recommendation. In January 2015, the City of Santa Clarita's Clerk's Office launched an electronic agenda management system for all our commissions. Since the launch, all City of Santa Clarita commission agenda packets and minutes are available to the public in a timely manner via the City's website. Additionally, we have also added the link to the homepage of the commission webpage.

We thank you for the opportunity to respond to the report. Should you have any questions, please feel free to contact me at (661) 255-4905, or Jennifer Del Toro, Administrative Analyst, at (661) 286-4030.

Sincerely,



Kenneth W. Striplin
City Manager

KWS:jdt:sk

S:\MS\Jennifer\Correspondence\Letter to Court re civil grand jury report



17C-Keuben

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September 27, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles CA 90012

RE: Appointed Commissions: Transparency Will Maintain the Public Trust

Honorable Presiding Judge,

The City of Santa Fe Springs appreciates the Grand Jury's dedication to transparency and the time it has taken to assist the City in improving its website to ensure there is sufficient information with regard to its commissions. As requested by the Civil Grand Jury, the City of Santa Fe Springs has completed the responses to Recommendations 5.1, 5.2, 5.3, 5.4, and 5.5 identified in the Transparency Report.

Sincerely,

Thaddeus McCormack
City Manager

HAS implemented

Richard J. Moore, Mayor • William K. Rounds, Mayor Pro Tem
City Council
Jay Sarno • Juanita Trujillo • Joe Angel Zamora
City Manager
Thaddeus McCormack



Rick Cole
City Manager

Office of the City Manager
1685 Main Street
PO Box 2200
Santa Monica, CA 90407-2200

July 1, 2016

Bart Benjamins
County of Los Angeles
Civil Grand Jury
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Subject: June 23, 2016 letter regarding Appointed Commissions - Transparency Will
Maintain the Public Trust

Dear Mr. Benjamin,

I am in receipt of your report regarding Appointed Commissions Transparency Will Maintain the Public Trust. It was received in my office on Tuesday, June 21, 2016 and was forwarded to me immediately for my review.

If you have any questions, I can be reached at 310.458.8301.

Sincerely,

Rick Cole
City Manager



Office of the City Manager
1685 Main Street, Suite 209
PO Box 2200
Santa Monica, CA 90407-2200

February 9, 2017

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Floor, Room 11-506
Los Angeles, CA 90012

Dear Ms. Saliba and Mr. Benedict,

I am pleased to inform the Civil Grand Jury that the City of Santa Monica has complied with the recommendations made in the 2015-2016 Final Report.

Your letter of February 1, 2017 stated that our response to "Appointed Commissions Transparency Will Maintain the Public Trust, Section 5.1 and 5.3" was either missing or incomplete. The City of Santa Monica implemented the recommendations in Sections 5.1 and 5.3 by amending its Boards and Commissions Frequently Asked Questions as follows:

5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Q. Are commissioners paid?

A. With the exception of Planning Commissioners, these are unpaid, volunteer positions. Members of Boards and Commissions may be reimbursed for expenses in the amount of \$25.00 per meeting, not to exceed \$50.00 per month. Planning Commissioners receive a meeting stipend of \$40.47 per meeting, with a monthly maximum of \$100. Attendance at least three quarters of the meeting is mandatory to receive payment.

5.3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

County of Los Angeles Civil Grand Jury
February 9, 2017

Page 2

Q. Are commissioners allowed to serve on more than one commission?

A. Although a person may apply for multiple commissions, with the exception of the Building & Fire-Life Safety Commission, a person can only serve on one commission at a time.

Q. Can a person apply to serve on more than one commission?

A. Yes, but a person can serve on only one commission at a time, with the exception of the Building & Fire-Life Safety Commission.

This information is posted on the City's website. The link to this webpage is https://www.smgov.net/Departments/Clerk/Boards_and_Commissions/FAQs_About_Serving_on_a_Board_or_Commission.aspx.

Please let me know if you require any additional information.


Sincerely,

A handwritten signature in black ink, appearing to read "Elaine M. Polachek".


Elaine M. Polachek
Assistant City Manager

cc: Rick Cole, City Manager
Denise Anderson-Warren, City Clerk
Joseph Lawrence, Interim City Attorney

City of Santa Monica
Text Size: [A+](#) [A-](#) [RESET](#)



Office of the City Clerk



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Contact Us

Phone: (310) 458-8211
Fax: (310) 394-2962
Santa Monica City Hall
City Clerk's Office
1685 Main Street, Room 102
PO Box 2200
Santa Monica, CA 90407
E-mail: clerk@smgov.net

FAQs About Serving on a Board or Commission

Many items in this FAQ are covered in depth in the Boards and Commissions Handbook available from the Office of the City Clerk. A complete directory of boards, commissions, and other bodies to which the City Council makes appointments is also available from the City Clerk. The Boards and Commissions Directory includes members and their terms of appointment, staff and Council liaisons and contact information; meeting locations, dates and times; and information on the mission, responsibilities, authority and composition of each board and commission (task forces are not included). The directory is also on-line at: [Boards, Commissions and other Appointed Bodies](#).

Q. How many city boards and commissions are there?
A. There are nineteen boards and commissions, plus two task forces.

Q. What's the difference between a board, a commission and a task force?
A. Commissions are advisory to the City Council, established by the City Charter or by ordinance and involved in programs and activities that advance the group's mission. In addition to their advisory capacity, certain commissions (e.g., Planning and Landmarks) have regulatory functions. Boards (Architectural Review, Library, Personnel) also have an advisory role, but are charged as well, by local or state law, with administrative, regulatory or review authority. Task forces are advisory bodies established by Council action, usually for a given period of time, to take on a specified task or project.*

Q. Are Downtown Santa Monica, Inc., the Pier Corporation and the Convention & Visitors Bureau considered boards and can I apply to serve on these?
A. Each of these agencies (Downtown Santa Monica, Inc. and the Pier Corporation were established by the city to manage their respective venues and the CVB, a private nonprofit corporation that manages tourism) has an appointed board of directors overseeing staff responsibilities. Applications accepted!


Q. How are commissioners appointed?
A. City Council votes on all appointments during a Council meeting after reviewing applications. Except for five members appointed by the Chamber of Commerce to the CVB Board of Directors (Council appoints the other five) and six members elected by Santa Monica Property Owners to Downtown Santa Monica Board of Directors (Council appoints the other six), the Council appoints all commissioners. Task force appointees are often recommended by staff, based on criteria related to the work of the group.

Q. When are appointments made?
A. Most appointments are made near the beginning of the fiscal year, usually in late June or early July. Appointments are made throughout the year, as vacancies occur. Task force appointments are made at the time a task force is established.

Q. Do I need to be an expert in the commission's subject matter in order to serve?
A. Commission requirements vary (for example, the Arts Commission requires that members be actively involved in the arts, six members of the Disabilities Commission must be persons with disabilities, two Housing Commissioners must be Section 8 participants, one member of the Architectural Review Board must be an architect), but a genuine interest in the commission's mission and in serving the community are the principal requisites for service.

Q. Do I need to live in Santa Monica in order to serve?
A. With very few exceptions allowing persons who work in Santa Monica but do not live here to serve (Architectural Review Board, Arts, Building & Fire-Life Safety, Social Services Commissions, Downtown Santa Monica, Inc., CVB, Pier Corporation), commissioners must be Santa Monica residents.

Q. What are the length of commission terms and are there term limits?
A. Most are four-year terms. The exceptions are Personnel Board (5 years) and Housing Commission Section 8 appointments (2 years). Commission service is limited to two full terms, with the possibility of a third term by a 2/3 vote of the Council.



For questions on other city-related matters, please call (310) 458-8411—the City of Santa Monica's main information number.

Thank you for your interest in serving your community!

***The Task Force on the Environment and Urban Forest Task Force are currently active.**

For simplicity, the term “commission” is used in this document, but should be read to include “board.”

Last updated: 2/8/2017

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Commie

CITY OF SIGNAL HILL

2175 Cherry Avenue ♦ Signal Hill, CA 90755-3799

August 10, 2016

Carolyn B. Kuhl - Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 W. Temple Street, 11th Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to the 2015-16 Los Angeles County Civil Grand Jury – Appointed Commissions: Transparency Will Maintain the Public Trust

The City of Signal Hill acknowledges the Los Angeles County Civil Grand Jury's findings and recommendations in the report entitled "Appointed Commissions: Transparency Will Maintain the Public Trust. The City appreciates that the Civil Grand Jury judged our website satisfactory for ease of use. The City of Signal Hill agrees with the findings of the investigation and provides the following responses to the Civil Grand Jury recommendations that apply to Signal Hill:

Recommendation 5.1 – Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Recommendation has been implemented. The City of Signal Hill has created a "Commission Facts" section on the City's website with a link on the home page. The three commissions and one committee is listed with current compensation as shown below and includes the Signal Hill Municipal Code Section pertaining to payment of compensation:

<u>Commission/Committee</u>	<u>Compensation</u>
Planning Commission	\$125 per meeting
Parks & Recreation Commission	\$65 per meeting
Civil Service Commission	\$65 per meeting
Sustainable City Committee	No compensation provided

The Signal Hill Municipal Code Sections 2.32.090(D), 2.36.070(D), and 2.80.052(D) states that a commissioner who misses any regular commission meeting due to an unexcused absence, shall not be entitled to receive that portion of their regular monthly salary for such meeting, except that if any additional regular or special meeting is held that month and the commissioner attends such

*Ref: 1-1-16
11-1-16*

meeting, then the commissioner shall be entitled to their regular monthly salary, without deduction.

Recommendation 5.2 – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not elected officials may serve on it.

Recommendation has been implemented. The “Commission Facts” section includes the following statements:

Signal Hill Municipal Code Sections 2.32.040, 2.36.020, and 2.80.045 states that no person who holds office in the city government or who is employed by the city shall be appointed to a commission.

The Sustainable City Committee includes two members of the City Council, who are appointed by a majority vote of the City Council.

Recommendation 5.3 – Los Angeles County and each listed city should add to “Commission Facts” for each existing commission whether or not commissioners are allowed to serve on more than one commission at a time.

Recommendation has been implemented. The “Commission Facts” section includes the following statement:

Commission seats are filled through an application process. Interested residents including incumbent commissioners must apply. Commissioner candidates are interviewed and selected during a noticed public meeting of the City Council. Commissioners may serve on only one of the three commissions.

In addition to implementing the CGJ recommendations, the Signal Hill City Council has directed staff to include commission and City Council compensation as general information on meeting agendas.

The City of Signal Hill appreciates the opportunity to respond to the Los Angeles County Civil Grand Jury recommendations. If you need further assistance, please feel free to contact me at choneycutt@cityofsignalhill.org or at (562) 989-7302.

Sincerely,



Charlie Honeycutt
City Manager

cc: City Council



218

CITY OF SOUTH EL MONTE

1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CALIFORNIA 91733
(626) 579-6540 • FAX (626) 579-2107



January 23, 2017

County of Los Angeles Civil Grand Jury

Joanne D. Saliba, Foreperson, 2016-2017 Los Angeles Civil Grand Jury

210 West Temple Street, Eleventh Floor, Room 11-506

Los Angeles, California 90012

Dear Ms. Saliba,

The City of South El Monte has determined these responses to the Interim Report on
INADEQUATE EL NINO PLANNING FOR COUNTY HOMELESS POPULATION
originally due on November 18, 2015;

IR1.1. Implemented

IR1.2. Implemented

IR1.3. Implemented

IR1.4. Implemented

IR1.5. Will Not Implement. The city currently contracts with LAHSA to provide these provisions.

IR1.6. Implemented

IR1.7. Will Not Implement. The city currently contracts with LAHSA for advertising and vouchers.

Sincerely,

Jennifer Vasquez, Interim City Manager



CITY OF SOUTH EL MONTE

1415 N. SANTA ANITA AVENUE
SOUTH EL MONTE, CALIFORNIA 91733
(626) 579-6540 • FAX (626) 579-2107

2017-3-13-17 RQ: ✓
185

March 2, 2017

Mr. Douglas Benedict, Chair,
Continuity Committee
County of Los Angeles
Civil Grand Jury
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

RE: Appointed Commissions Transparency Will Maintain the Public Trust

Dear Mr. Benedict:

In response to your letter dated February 1, 2017, the City of South El Monte agrees with the findings and we have implemented the recommendations; thus no further action is required.

If you should have any further questions, please contact me at 626.579.6540.

Sincerely,

Jennifer E. Vasquez
Interim City Manager
City of South El Monte



City of South Gate

8650 CALIFORNIA AVENUE • SOUTH GATE, CA 90280-3075 • (323) 563-9510
FAX (323) 563-5411

CARMEN AVALOS
CITY CLERK

September 15, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor-Room 11-506
Los Angeles, California 90012

Dear Presiding Judge,

Please find the response document included with this letter, pursuant to California Penal Code Sections 933(c), 933.05(a), and 933.05(b) requiring a written response to the recommendations contained in a report addressing appointed commissions.

The Response to the Civil Grand Jury Report 2015-2016 Appointed Commissions: Transparency Will Maintain Public Trust is being submitted within the 90 day period following the Civil Grand Jury published its report with the Clerk of the Court in Los Angeles County and released to the public.

Should anything further be required to fulfill the request, please advise.

Sincerely,

Carmen Avalos
City Clerk

Enclosure

RESPONSE TO THE CIVIL GRAND JURY REPORT 2015-2016
APPOINTED COMMISSIONS: TRANSPARENCY WILL MAINTAIN PUBLIC TRUST

The City of South Gate (City) does hereby submit the following responses to the recommendations made by the Los Angeles Civil Grand Jury in this matter:

GENERAL RESPONSE. The City agrees with and shares the concern of the Los Angeles County Civil Grand Jury to ensure adequate transparency is provided on the City's website in relation to its Commissions. The City posts all City Council and Commission Agendas and Minutes on its website. Compensation for each board is printed on each Agenda; however, with the findings from the Civil Grand Jury, the City will be providing the same information on each Commission's dedicated webpage. In addition, the City has added information to its website based on the recommendations by the Civil Grand Jury including, whether attendance is mandatory for compensation, whether elected officials may serve on the Commission, and whether Commissioners may serve on more than one Commission at the same time.

Recommendation 5.1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing Commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

Response to R5.1. The recommendation has been implemented. The City created a dedicated heading titled "Commission Facts" that is listed on all Commission webpages. The webpages for each Commission are easily accessible from the City's homepage. The City included a sentence for each Commission regarding the amount of compensation and a sentence stating that meeting attendance is required for compensation. Compensation for Commissioners is also listed on each Agenda and will continue to be listed.

Recommendation 5.2. Los Angeles County and each listed city should add to "Commission Facts" for each existing Commission whether or not elected officials may serve on it.

Response to R5.2. The recommendation has been implemented. The following City Commissions are served by elected members, in this case the City Council: Housing Authority, Public Access Corporation, Public Financing Authority, Public Utility Authority, and the Successor Agency to the Community Development Commission of the City of South Gate. In all cases, the City's website clearly states that the City Council serves as the members for the Commission. Under the new section titled "Commission Facts" the City reiterated that City Council Members serve on these Commissions.

For those Commissions that are served by non-elected officials, the City included a brief description stating that elected officials are not permitted to serve on the Commission.

Recommendation 5.3. Los Angeles County and each listed city should add to “Commission Facts” for each existing Commission whether or not Commissioners are allowed to serve on more than one Commission at the same time.

Response to R5.3. The recommendation has been implemented. Information on whether a Commissioner can serve on more than one Commission at the same time was added to the “Commission Facts” heading for each Commission webpage. There is no provision in the City’s Municipal Code that prevents a Commissioner from serving on multiple Commissions. However, the City’s custom and practice is to avoid allowing a Commissioner to serve on multiple Commissions at the same time. The only exception would be those Commissions served by the City Council as listed in Response 5.2; therefore, those members are authorized to serve on multiple Commissions at the same time.



CITY OF SOUTH PASADENA

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: 626.403.7200

WWW.CI.SOUTH-PASADENA.CA.US

R.S

July 11, 2016

23-1414

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Subject: Response to the 2015-16 Los Angeles County Civil Grand Jury

Honorable Judge Kuhl:

The City of South Pasadena (the "City") has reviewed the Los Angeles County Civil Grand Jury Report entitled "Appointed Commissions: Transparency will Maintain the Public Trust" ("Grand Jury Report"). Below are the City's comments to the findings and recommendations pertaining to the City set forth in the Grand Jury Report pursuant to Penal Code Section 933(c) and 933.05.

Findings

The City of South Pasadena generally agrees with the applicable findings contained in the Grand Jury Report, with one notation that the City does post video recordings of the Planning Commission meetings on our website in addition to publishing minutes. However, the cost of publishing meeting videos is not "relatively free." The City of South Pasadena expends a considerable amount of General Fund dollars for cablecast operations, live webcasting, and video archiving to provide this service to our residents.

Recommendations

- R1. Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.**

Recommendation No. 1 has been implemented. Upon receipt of the Grand Jury Report, City staff immediately modified the "Commission Facts" webpage to include a section advising that members of boards and commissions are not compensated, but may receive reimbursement for necessary travel and other expenses incurred for official duty when such expenditures have been authorized.

R2. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

Recommendation No. 2 has been implemented. A few weeks prior to receiving the Grand Jury Report, City staff was in the process of updating the "Commission Facts" webpage and included a section advising that elected City officials and staff are ineligible for membership on any City board or commission.

R3. Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

Recommendation No. 3 has been implemented. Upon receipt of the Grand Jury Report, City staff immediately modified the "Commission Facts" webpage to include a section advising that no individual shall serve on more than one City board or commission at the same time.

R4. Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

Recommendation No. 4 has been implemented. Each City board and commission has a dedicated webpage with posted agendas and minutes. On occasion board and commission minutes do fall behind, but it should be noted that the City does not have adequate resources to be able to dedicate staff solely for the purpose of board and commission support/minute-taking. The City will continue to strive to post minutes online in a timely manner.

R5. Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services"

Recommendation No. 5 has been implemented. As mentioned in the Grand Jury Report, the City was listed as a City that was judged to be satisfactory for ease of use.

The City hopes that this response is helpful and takes this opportunity to thank the Civil Grand Jury for its services and efforts. Should you have any questions about this letter, please contact Anthony Mejia, Chief City Clerk at (626) 403-7232.

Sincerely,



Sergio Gonzalez
City Manager

cc: City of South Pasadena City Council



88-3-1-14 x ✓
(duplicate on the envelope)

9701 LAS TUNAS DRIVE • TEMPLE CITY • CALIFORNIA 91780-2249 • (626) 286-2171

September 7, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations Contained in the Los Angeles County Civil Grand Jury's Report on the Transparency of the City's Appointed Commissions

Dear Presiding Judge:

On June 30, 2016, the Los Angeles County Civil Grand Jury issued its report entitled "Appointed Commissions: Transparency will Maintain the Public Trust." At the conclusion of the Report, the Grand Jury requested a response from the City to Recommendations 5.1, 5.2, 5.3, and 5.5. We appreciate the opportunity to provide the following responses to these recommendations.

In the City of Temple City, there are four appointed bodies: The Planning Commission, the Parks and Recreation Commission, the Transportation and Public Safety Commission and the Public Arts Commission. Each consists of five residents appointed and approved by a majority vote of the City Council. The members of each commission serve without compensation for a two-year term.

The City's municipal code governs the authority of each commission. For example, the Planning Commission advises on programs, policies and issues relating to planning, development and land use regulation. The Parks and Recreation Commission make recommendations on the development and oversight of the City's parks facilities and recreational programming. The Transportation and Public Safety Commission makes decisions on administrative and parking citations, and develops recommendations regarding the administration of public safety programs. And the Public Arts Commission provides recommendations on the development and oversight of the public arts in the City.

The Grand Jury's report refers to "Commission Facts" as the portion of a city website where information about commissions and committees can be found. The City of Temple City's website, under the City Hall tab, City Commissions and Boards and Committees, provides detailed information about each of the City's commissions and committees, including their roles and responsibilities, the name of current commissioners and their terms, and the regularly scheduled meeting dates and time.

The City's response to the specific recommendations in the Request is as follows:

Recommendation 5.1: "Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided."

As with recommendation 5.1, the City of Temple City's municipal code specifically provides that no person serving on a City Commission is compensated for their service. However, the City has updated its Commission Facts to advise prospective commissioners that there is no compensation for serving on a City Commission.

Recommendation 5.2: "Los Angeles County and each listed city in Section VI should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it".

The City of Temple City does not appoint elected officials to the City's commissions or board. The City has updated the Commissioner Facts to advise that Election Officials may not serve simultaneously on a City Commission.

Recommendation 5.3: "Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

The Temple City City Council does not appoint City commissions to serve on more than one commission at the same time. The City has updated the Commissioner Facts to advise that no commissioners are allowed to serve on more than one commission at the same time.

Recommendation 5.5: "Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government", or "Services."

A link to "Commissions" has been published on the homepage of the City's website. We thank you for the opportunity to respond to the Report. Should you have any further questions or desire any further information, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bryan Cook', with a long horizontal flourish extending to the right.

Bryan Cook
City Manager



#139

CITY OF TORRANCE

CITY MANAGER'S OFFICE

LeROY J. JACKSON
CITY MANAGER

129-821
Viet Hoang
Management Associate
(310) 618-5880
VHoang@TorranceCA.Gov

September 23, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Honorable Presiding Judge of the Los Angeles County Superior Court:

This is the City of Torrance's response to the Civil Grand Jury Report regarding appointed commissions, released to the public on June 30, 2016. Specifically, the 2015 – 2016 Civil Grand Jury recommended that the City of Torrance consider the following:

1. That our local government should add to our website whether or not elected officials may serve on existing commissions; and
2. That our local government should add to our website whether or not commissioners are allowed to serve on more than one commission at the same time.

The City of Torrance requires that all residents interested in serving on a commission or committees be certified through the City of Torrance Commissioner Certification Training Program. This program was developed to prepare prospective candidates in the roles, responsibilities, and requirements of commission service. In addition, all current appointed officials to commissions, committees, and advisory boards must complete this certification program every two years. Based on the recommendation of the Civil Grand Jury, this Certification Program is the most appropriate area of the website to integrate the Jury's recommendations.


The Commissioner Certification Program is listed on the City of Torrance's website at www.torranceca.gov/commissionercert.htm (screen shot is attached). All prospective and current commissioners are directed to the website, where they can find the current Commissioner Guide. In accordance with the Civil Grand Jury's recommendation, the City of Torrance incorporated both recommendations into the Guide. Specifically, the City of Torrance has included language in the **Commission Policies and Procedures** section of the guide (pages 24 – 28 are attached) which indicate, "Neither a local elected official nor a City

**Presiding Judge
Los Angeles County Superior Court
Page 2**

of Torrance employee may be appointed to serve on a Commission. No person may serve on more than one (1) commission at the same time.”

Thank you for providing the City of Torrance with these recommendations. Viet Hoang, Management Associate of the City Manger’s Office, is responsible for coordinating the Certification Program. If you have any questions, please contact Viet Hoang at (310) 618-5895 or at VHoang@TorranceCA.gov.

Respectfully Submitted,



LeRoy J. Jackson
City Manager

By:



Viet Hoang
Management Associate

Attachments

COMMISSION POLICIES AND PROCEDURES

APPOINTMENTS

Commissioners are appointed by the City Council. Subsequent to appointment, each commissioner is sworn in by the City Clerk and required to sign the Constitutional Oath of Office. Most commissions consist of seven members and the term of office is usually four years with the following expiration schedule: For three consecutive years, the term of two commissioners expires each year while the term of one commissioner expires the fourth year.

Commissioners may serve two full four-year terms on the same commission. Partial appointment to any term is not applied to the four-year term limit. Commissioners may be appointed to a different commission at the conclusion of their term in office, but must wait two years before being eligible for reappointment to the previous commission.

Neither a local elected official nor a City of Torrance employee may be appointed to serve on a Commission. No person may serve on more than one (1) commission at the same time.

ETHICS TRAINING

Assembly Bill No. 1234 requires that all local agencies that provide compensation, salary, or stipend to, or reimburses the expenses of members of a legislative body must provide ethics training to local agency officials every two years. The term "legislative body" includes not only the governing body of a local agency, but also a commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory.

The law indicates that a qualifying individual has 12 months from the time of appointment or election to complete the training and if public service in the same capacity is to continue, the training must be repeated every two years.

Recognizing the value of this process, the City of Torrance has worked to provide alternatives for receiving the mandatory training and the required certificate of completion as follows:

- A. Torrance City Hall in the Council Chamber conducted by the City Attorney

- B. Free online training through the Fair Political Practices Commission website at <http://localethics.fppc.ca.gov/ab1234>
- C. Self-Study Test through the Institute for Local Government
- D. The League of California Cities training session

Eligible individuals are encouraged to contact the Torrance City Clerk for more information on training schedules.

REMOVALS AND RESIGNATIONS

A member of a commission may be removed from office by a vote of the majority of all members of the City Council. In the event an individual is unable to perform as a commissioner due to health, business or personal reasons, a formal letter of resignation should be submitted to the City Council for action. The City Clerk maintains an active file of qualified commissioner applicants. Individuals may not serve concurrently on more than one commission.

MEETINGS

A. Regular Meetings

The Torrance Municipal Code requires that commissions meet at least once a month. If a regular meeting falls on a holiday, the body does not meet. However, at a meeting prior to the holiday, the regular commission meeting may be adjourned to another date. If a quorum is not present at a regular meeting, consideration should be given to rescheduling the meeting. The Ralph M. Brown Act (California Code Section 54950 through 54962) requires that the time and place of the scheduled meetings be set forth in rules and regulations of the commission and that an agenda be published 72 hours in advance.

B. Adjourned Meetings

A commission may adjourn any meeting to a time and place specified in the order of adjournment. Such a meeting is considered an “adjourned regular meeting” for purposes of transacting business.

C. Special Meetings

Pursuant to Municipal Code provisions and the Brown Act, the chair or a majority of the members of the commission may call a special meeting at any time. Written notice must be sent, and received by, each member of the Committee and then given to the City Clerk for publication and posting for the general public’s information. The notice must state the time and place of the meeting, and all business to be transacted or discussed.

The agenda must be posted at least 24 hours prior to the special meeting in a site freely accessible to the public. Only those matters noticed on the agenda for the special meeting may be discussed.

D. Meeting Locale

All commission meetings must be held in public facilities accessible to persons with disabilities. As a matter of Council policy, meeting rooms within the Civic Center should be utilized, except when otherwise approved by the City Council (Civic Center Map, Appendix IV).

E. Committees

Commissions may form committees of less than a majority of its membership to conduct studies and to develop recommendations to be considered by the commission. Committees are bound by the Ralph M. Brown Act as if it were the commission.

ATTENDANCE

A quorum is essential to be able to conduct business. A majority of members of a body forms a quorum. If a quorum is not present, the members who are present may adjourn the meeting. If commission members are not present, staff may adjourn the meeting.

A commissioner who is absent from two consecutive regular meetings, unless excused by the commission, becomes automatically terminated as a commissioner. In addition, if a member misses more than twenty-five percent of all regular and adjourned regular meetings in any four consecutive calendar quarters, unless excused in advance by the City Council, the member shall be automatically terminated as a commissioner. Members will be deemed absent from a meeting if they are not present for two-thirds (2/3) of the entire meeting. The City Clerk sends an annual summary of attendance to the City Council.

RULES AND REGULATIONS

At the first meeting of every fiscal year, the members of a commission are to appoint one of their members as chairperson. The chair shall hold office for one year until a successor is appointed. The commission may establish such rules and regulations as it deems necessary for its government and for the faithful performance of its duties. Such rules shall not be in conflict with the City Charter or City ordinances.

The chairperson conducts the meetings in a business format and ensures that reasonable time is allotted to each agenda item. Proponents and opponents and other interested parties must be allowed time to comment on items of concern. Policies or rules prescribed by the City Council should be observed.

Commissions are encouraged to request individuals wishing to address the commission to fill out a "speaker card." This is an information-gathering tool that greatly enhances the accuracy of recordkeeping efforts. The "speaker card", however, is not a legal requirement to being heard.

COMMISSION AGENDA

One or more administrative staff members may be assigned to a commission by the liaison department and/or City Manager. This individual prepares the commission agenda. Commission agendas must be made available to the public at least 72 hours prior to conducting a meeting. Therefore, agenda topics should be submitted to staff at least seven working days prior to the scheduled meeting date. No matter may be acted upon unless it is on the agenda.

MINUTES

Minutes are to be taken at each meeting in accordance with Council procedures as outlined below. If the City Clerk cannot assign a Recording Secretary to the commission, then a commissioner or staff member should be selected to take minutes.

- A. Minutes shall contain a record of the proceedings, motions and actions including date, time, and location of the meeting, those members present, staff present, motions and actions, adjournment time and date, and time and location of the next meeting.
- B. Except as provided by Council policy, minutes shall not be a verbatim record.
- C. All motions, whether passed or not, shall be recorded with the name of the proposer, the name of the person who seconds the motion and a roll call or voice vote.
- D. Reports shall be summarized or mentioned as being presented or voted upon.
- E. Minutes of commission meetings shall list all individuals who comment on issues.
- F. Minutes are a record of transactions; thereby personal opinion should not be incorporated into the minutes.

- G. Minutes must be approved by a majority vote of the members and thereafter shall be considered an official record.
- H. Corrections to the minutes may only be made in public meetings with the approval of the body.

SUMMARY OF COMMISSION ACTIONS

Promptly following a commission meeting, a summary of the commission's actions will be prepared by City staff and submitted to the City Council and commissioners for review. The summary merely highlights the actions of the commission and is not official minutes. The City Clerk's office will prepare formal minutes for the commission to approve. Staff will route approved minutes to the City Council.

COUNCIL AGENDA

In order to improve the City Council Agenda process, a draft agenda cover will be prepared one week prior to the Council meeting and will be presented at the Monday morning Agenda meeting.

It is the policy of the City Council that no items shall be placed on the agenda without first being reviewed by the City Manager or his staff. Therefore, if the commission determines an item must go to the City Council, it is important they notify their staff liaison early to make the appropriate arrangements. The City Manager has the authority to hold items from the agenda until a later date. In addition, Council may pull an item from the agenda at the Council meeting.

It is encouraged that at least one member of a commission or committee attend Council meetings in which the commission has an item before Council for consideration. The commission member should be available for questions from the Council, but does not need to make a presentation to the Council as the agenda item will summarize what occurred at the commission meeting and includes the commission's recommendation. If a majority of the commission attends a Council meeting, it is a good idea not to sit together to avoid the possibility of discussing items within the commission's subject matter jurisdiction and to avoid the appearance of conducting a meeting.

If a commission has an item on the Council agenda and no commissioner is present, staff will attempt to answer questions which may be asked by the City Council.

Commissions shall submit an annual report of their activities for the previous year to the City Council. Other reports may be submitted when necessary.

P.O. Box 682, Walnut, CA 91788-0682
21201 La Puente Road
Walnut, CA 91789-2018
Telephone (909) 595-7543
FAX (909) 595-6095
www.walnut.org



157 Louie
(duplicate file)

Mayor, Eric Ching
Mayor Pro Tem, Mary Su
Council Member, Robert Pacheco
Council Member, Andrew Rodriguez
Council Member, Nancy Tragarz

CITY OF WALNUT

LS

September 30, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

Subject: Response to Appointed Commissions: Transparency Will Maintain The Public Trust; Report
by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Honorable Judge Carolyn B. Kuhl:

On behalf of the City of Walnut, attached is the City's response to the 2015-2016 Los Angeles County Civil Grand Jury Report "Appointed Commissions: Transparency Will Maintain The Public Trust."

We fully appreciate the time and effort the Grand Jury devoted to the research and preparation of this report. Each finding and recommendation contained in the report has been responded to separately.

Respectfully submitted,

Barbara Z. Leibold
Barbara Z. Leibold
City Attorney, City of Walnut

cc: Mayor Ching and City Council Members
City Manager Rob Wishner
City Clerk Teresa DeDios

CITY OF WALNUT'S RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

FINDING NO. 1

CGJ queries to the 88 cities in the county elicited 86 responses with only Compton, and Monterey Park failing to respond.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. The City does not have any independent knowledge or information.

FINDING NO. 2

Two cities, Bell and Westlake Village, have no commissions.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. The City does not have any independent knowledge or information.

FINDING NO. 3

The Los Angeles County website lists 174 commissions and compensation amounts that range from \$0 to \$300, with the higher amounts paid for serving on commissions requiring special expertise. "Commission Facts" provided on the county website document the history for each of its commissions, including the establishing ordinance, purpose, membership, duties, compensation, and minutes of all meetings. The data appears to be updated in a timely manner and can be displayed to any interested party.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. The City does not have any independent knowledge or information.

FINDING NO. 4

Some cities publish agendas for commission meetings but not the minutes.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut publishes to the City's website the Agendas and Minutes for each of City's four commissions, including the Planning Commission, Parks and Recreation Commission, Senior Commission and Youth Commission.

FINDING NO. 5

In lieu of publishing minutes, many cities post video recordings of commission meetings on their web site. This is acceptable and after the initial cost of the video equipment is absorbed, the process is relatively free.

CITY OF WALNUT'S RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. At this time, the City of Walnut posts video recordings of the City Council meetings only. Commission meetings are not video-recorded.

FINDING NO. 6

Many cities are not current in publishing minutes of commission meetings. Some are many months behind.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut website is current and includes the most recent Agendas and approved Minutes for each of its four Commissions.

FINDING NO. 7

The websites of the 88 cities in Los Angeles County most commonly omitted information pertaining to compensation. Other common omissions were whether elected officials are allowed to serve and whether a commissioner can serve on multiple commissions simultaneously. This information was provided in responses to our e-mail queries.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut posts a Commissions Appointments List in accordance with the Maddy Act. Information regarding qualifications, compensation and the appointment/selection process are detailed in the City Council's Commission Appointments Policy adopted on June 22, 2016. The City Code provisions governing the City's four Commissions were also updated on June 22, 2016 by Ordinance No. 16-04.

FINDING NO. 8

Of all the cities reporting compensation for service on a commission, only two currently report this on their websites in "Commission Facts."

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut's Commission's Appointments Policy is or will soon be available on the City's website. The City Municipal Code is available on the City's website, including Title I, Chapter 2, Article IV entitled "City Commissions".

CITY OF WALNUT'S RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

FINDING NO. 9

Stipends are not always provided for commission service. While the CGJ applauds the 34 cities whose commissioners serve without pay, it notes that stipends provided to commissioners in 50 cities, which ranged from \$10 to \$250, is not a major concern.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. As part of the adopted Fiscal Year 2016-17 Annual Budget, the City of Walnut restored a stipend to the Planning Commission in the amount of \$50/meeting. Other City Commissions do not receive a stipend.

FINDING NO. 10

Higher stipends were generally reserved for service on Planning Commissions, whose members are usually required to have more specialized knowledge and experience.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut's Commission's Appointments Policy that was adopted on June 22, 2016 sets forth the qualifications for each of the City's Commissions. Experience and qualifications in planning/land use, civil engineering, architecture, landscape, design, development/construction or related fields are desirable for Planning Commission appointees. As part of the adopted Fiscal Year 2016-17 Annual Budget, the City of Walnut restored a stipend to the Planning Commission in the amount of \$50/meeting. Other City Commissions do not receive a stipend.

FINDING NO. 11

Only the City of Industry exceeded the \$250 upper threshold and pays members on two of its commissions \$680 per meeting. Attendance is not mandatory for compensation.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. Attendance is mandatory for Planning Commissioners in the City of Walnut to receive the \$50/meeting stipend.

FINDING NO. 12

Many cities' "Commission Facts" mentioned the Brown Act and/or the Maddy Act and appeared to follow the rules outlined in them, but Government Code section 36516, which authorizes a maximum compensation of \$150, was conspicuous by its absence.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. Except as to the practice in the City of Walnut, the City does not have any independent knowledge or information. The City of Walnut's stipend for Planning Commissioners is well below the maximum compensation set by Government Code Section 36516.

CITY OF WALNUT'S RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

FINDING NO. 13

It was impossible to reach the Lomita website, even as we tried many variations of the web address.

RESPONSE

The City of Walnut agrees with the Finding based on the information contained in the Report. The City does not have any independent knowledge or information.

RECOMMENDATION NO. 5.1

Los Angeles County and each listed city in Section VI should add to the "Commission Facts" for each existing commission whether compensation is paid and in what amount, including whether attendance is mandatory for payment. If there is no compensation, state that none is provided.

RESPONSE

The Recommendation has been or will be implemented. The City of Walnut's website was judged by the Grand Jury as "unsatisfactory for ease of use" in the June 30, 2016 Report. The City launched a new and improved website in June 2016 and is in the process of updating and uploading the information on Commissions. The City of Walnut's Commission's Appointments Policy that was adopted on June 22, 2016 is or will soon be available on the City's website together with a summary of "Commission Facts" consistent with the Recommendation. The Recommendation is partially implemented and will be fully implemented not later than October 10, 2016.

RECOMMENDATION NO. 5.2

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not elected officials may serve on it.

RESPONSE

The Recommendation has been or will be implemented. The City launched a new and improved website in June 2016 and is in the process of updating and uploading the information on Commissions. The City of Walnut's Commission's Appointments Policy that was adopted on June 22, 2016 is or will soon be available on the City's website together with a summary of "Commission Facts" consistent with the Recommendation. The Recommendation is partially implemented and will be fully implemented not later than October 10, 2016.

RECOMMENDATION NO. 5.3

Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time."

RESPONSE

The Recommendation has been or will be implemented. The City launched a new and improved website in June 2016 and is in the process of updating and uploading the information on Commissions. The City of Walnut's Commission's Appointments Policy that was adopted on June 22, 2016 is or will soon be available on the City's website together with a summary of "Commission Facts" consistent with the

CITY OF WALNUT'S RESPONSE TO GRAND JURY FINDINGS AND RECOMMENDATIONS

Recommendation. The Recommendation is partially implemented and will be fully implemented not later than October 10, 2016.

RECOMMENDATION NO. 5.4

Each listed city should publish or provide a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

RESPONSE

The Recommendation has been implemented. The Agendas and Minutes are regularly posted and readily accessible on the City's website.

RECOMMENDATION NO. 5.5

Each listed city should add a conspicuous link to "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

RESPONSE

The Recommendation has been implemented. Conspicuous links to each of the City's Commissions, including general information, meeting schedules, agendas and minutes are easily accessible from the Home Page as a menu option under "My Government". The City of Walnut's Commission's Appointments Policy that was adopted on June 22, 2016 is or will soon be available on the City's website together with a summary of "Commission Facts" consistent with the Recommendation. The Recommendation will be fully implemented not later than October 10, 2016.



City of Whittier

188- Leuben

13230 Penn Street, Whittier, California 90602-1716
(562) 567-9999 www.cityofwhittier.org

Joe Vinatieri
Mayor

Bob Henderson
Mayor Pro Tem

Cathy Warner
Council Member

Josué Alvarado
Council Member

Fernando Dutra
Council Member

Jeffrey W. Collier
City Manager

October 7, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Room 11-506
Los Angeles, CA 90012

Subject: Response to *Appointed Commissions* Investigation

Dear Presiding Judge:

On October 6, 2016, the City became aware of the response due to the Los Angeles County Civil Grand Jury regarding its report, "Appointed Commissions: Transparency will Maintain the Public Trust." The City's response was not submitted by the September 30, 2016 deadline because the notice regarding the report we understand the Civil Grand Jury's Office disseminated in June did not reach my office.

The report judges websites either satisfactory or unsatisfactory. As most of the cities judged satisfactory have three recommendations associated with that finding and Whittier was judged unsatisfactory with three recommendations, it appears the key point in the overall rating conclusion is whether or not a city meets Recommendation 5.5. The City of Whittier has had a website compliant with Recommendation 5.5 since 2011; therefore, respectfully requests reclassification from unsatisfactory to satisfactory.

The 2015-16 Los Angeles County Civil Grand Jury investigation identified four recommendations for the City of Whittier; the recommendations and City responses follow.

Recommendation 5.2. Los Angeles County and each listed city should add "Commission Facts" for each existing commission whether or not elected officials may serve on it.

City Response. The City's Boards & Commissions webpage has been modified to include the information.

Page Two
Presiding Judge, LA County Superior Court
October 7, 2016

Recommendation 5.3 Los Angeles County and each listed city should add to "Commission Facts" for each existing commission whether or not commissioners are allowed to serve on more than one commission at the same time.

City Response. The City's Boards & Commissions webpage has been modified to include the information.

Recommendation 5.4 Each listed city should publish a link to the current agenda and timely meeting minutes for each meeting of each existing commission on the website.

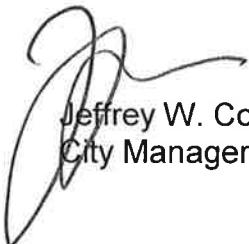
City Response. The City's website has been modified to include the information.

Recommendation 5.5 Each listed city should add a conspicuous link to its "Commissions" on the home page or as a menu option under "Departments," "Government," or "Services."

City Response. Since 2011 the City's website has had one-click links to the Boards & Commissions page via the Services, City Council, and How Do I... dropdown headings on the homepage.

The City highly values transparency in all its operations. We were pleased to review the Civil Grand Jury's report and enhance the information that body determined would be of value to the public. If any additional information is desired in response to the Civil Grand Jury's findings or needed to consider reclassifying the City's rating as it relates to website transparency in this matter, please let me know.

Sincerely,



Jeffrey W. Collier
City Manager

R.6

Capital
Appreciation
Bonds And
Other School
Bond Dept.



ABC Unified School District

16700 Norwalk Boulevard, Cerritos, CA 90703 (562) 926-5566

BOARD OF EDUCATION

Chris Apodaca • Olympia Chen • Lynda Johnson
Maynard Law • Leticia Mendoza
Sophia Tse • Soo Yoo

Superintendent
Dr. Mary Sieu

2016-2017
1 R C

February 27, 2017


Ms. Joanne D. Saliba, Foreperson
2016-17 Los Angeles County Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Dear Ms. Saliba,

Attached please find the responses to the 2015-16 Los Angeles County Civil Grand Jury recommendations for: Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.1, 6.2, 6.3, 6.4.

Should you have any questions or need further information, please contact Toan Nguyen at 562-926-5566 x 21257.

Thank you,



Dr. Mary Sieu
Superintendent

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – ABC UNIFIED SCHOOL DISTRICT

SUBJECT: 2015-16 CIVIL GRAND JURY RECOMMENDATIONS FOR: CAPITAL APPRECIATION BONDS & OTHER SCHOOL BOND DEBT: CONSEQUENCES FOR POOR FINANCIAL PRACTICES, SECTIONS 6.1, 6.2, 6.3, 6.4.

RECOMMENDATION 6.1

School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

RESPONSE

Will implement. The District Chief Business/Financial Officer for ABC USD will attend training in the Government Finance Officers Association financing best practices by December 31, 2017.

RECOMMENDATION 6.2

School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

RESPONSE

Will implement. The District Chief Business/Financial Officer for ABC USD will use the Government Finance Officers Association financing best practices for all issuing bonds or other types of debt in the future.

RECOMMENDATION 6.3

School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

RESPONSE

Will implement. The District Chief Business/Financial Officer for ABC will review and utilize appropriate Government Finance Officers Association best practices for all issuing bonds or other types of debt in the future.

RECOMMENDATION 6.4

Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

RESPONSE

Will implement. ABC USD will use clear and precise language about the long-term bond indebtedness for all future bonds issues placed before the electorate.



"Gateway to the Santa Monica Mountains National Recreation Area"

September 29, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: Request for Response – Appointed Commission: Transparency Will Maintain Public Trust (Agoura Hills)

Your Honor:

This letter is in response to the request to answer recommendations 5.1 – 5.5 as directed in the interim report, *"Appointed Commissions: Transparency Will Maintain Public Trust."* The Civil Grand Jury Report recommended the City incorporate recommendation 5.1, 5.2, and 5.3.

The City of Agoura Hills agrees with the findings and the recommendations have been implemented:

Recommendation 5.1

The City has listed the monthly stipend received by the Planning Commission on its Commission page of the City website, under the heading of Commission Facts.

<http://www.ci.agoura-hills.ca.us/government/departments/planning-community-development/planning-commission-meeting-agendas>

Recommendation 5.2

The City of Agoura Hills Municipal Code is silent on this issue, but as a practice the City has never or allowed elected officials to serve on existing commissions. This listed on the Planning Commission page of the City website, under the heading of Commission Facts.

<http://www.ci.agoura-hills.ca.us/government/departments/planning-community-development/planning-commission-meeting-agendas>

Recommendation 5.3

The City of Agoura Hills Municipal Code is silent on this issue, but as a practice the City have never or allowed commissioners to serve on more than one commission at the same time. This is

listed on the Planning Commission page of the City website, under the heading of Commission Facts.

<http://www.ci.agoura-hills.ca.us/government/departments/planning-community-development/planning-commission-meeting-agendas>

Recommendation 5.4

The City had satisfied this recommendation prior to receiving this Grand Jury letter.

Recommendation 5.5

The City had satisfied this recommendation prior to receiving this Grand Jury letter.

I hope this information has assisted your efforts. If you have questions regarding this letter, please contact me at (818) 597-7311 or Louis Celaya, Deputy City Manager at (818) 597-7314.

Thank you for your attention.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Ramirez', with a large, stylized flourish extending to the right.

Greg Ramirez
City Manager

cc: City Council
City Attorney

Office of the Assistant Superintendent
Business Services
150 South Third Avenue
Arcadia, CA 91006

p 626 821 6631
f 626 821 6632
www.ausd.net



RECEIVED

SEP 30 2016

**OFFICE OF
PRESIDING JUDGE**

Via Certified Mail & Fax: (213) 680-1263

September 30, 2016

**Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012**

**RE: Response to the Recommendations of the 2015-2016 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices**

Dear Judge Kuhl:

Attached is the response of the Arcadia Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

If I can be of further assistance, please feel free to contact me at the address above.

Sincerely,

**Christina Aragón
Assistant Superintendent, Business Services**

Enclosure(s)

Response to the Recommendations of the
2015-2016 Los Angeles County Civil Grand Jury Report
Arcadia Unified School District (District)

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with the recommendation and has already implemented. In addition, the Los Angeles County Office of Education (LACOE) in partnership with other county agencies is conducting a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District has reviewed the GFOA best practices guidelines referenced in the Report, has been using them when issuing bonds, and will continue to consider them when issuing bonds or other types of debt. They are clear and helpful. District employees actively participate in many school business official's professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District draws upon a variety of sources of reliable information regarding debt issuance including, but not limited to, GFOA best practices. We believe our recommendations and documents in the past have been informed and guided by GFOA best practices and the District will continue to endeavor to do so in the future.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation. We believe that we have done this in the past and will continue to endeavor to do so in the future. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



Azusa Unified School District

546 South Citrus Avenue . P.O. Box 500 . Azusa, CA 91702-0500

Phone (626) 967-6211; FAX (626) 858-6123

September 29, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

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PRESIDING JUDGE
Rec'd Room 109
SEP 30 2016

Board of Education
Yolanda Rodriguez-Peña President
Helen Jaramillo Vice President
Xilonin Cruz-Gonzalez Clerk
Paul Naccachian Member
Jeri Bibles-Vogel Member
Linda Kaminski, Ed.D. Superintendent

Re: Azusa Unified School District's Response to 2015-2016 Grand Jury Report Titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices"

Dear Judge Kuhl:

In accordance with California Penal Code section 933 and 933.05, this correspondence serves as the response of the Azusa Unified School District ("District") to the 2015-2016 Grand Jury Report titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices" (the "Report"). Specifically, this correspondence responds to Recommendations 6.1, 6.2, 6.3 and 6.4 of the Report¹.

DISTRICT'S RESPONSE TO GRAND JURY'S RECOMMENDATIONS

First, we wish to commend the Grand Jury on its study of Capital Appreciation Bonds (CABs) and for its words of caution that relate to the need to be cognizant of, and to follow, practices that have the potential of minimizing risk and financial hardship for the districts in the future.

Recommendation 6.1: School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

Response to Recommendation 6.1: Although the recommendation will not be implemented as presented, the District will review the Government Finance Officers Association ("GFOA") best practices guidelines that are referred to in the Report and copies of these guidelines will be maintained by the District chief business official. Employees of the District participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. One such workshop, titled School District Fiscal Training Summit, is scheduled for September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will attend. It is believed that other training programs would be duplicative.

¹ The Report contains a total of ten (10) Recommendations. However, Recommendations 6.5-6.10 are specifically directed towards the Los Angeles Board of Supervisors, the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller and/or the Los Angeles County Office of the Treasurer-Tax Collector.

Recommendation 6.2: School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

Response to Recommendation 6.2: Although the recommendation will not be implemented as presented, the District expects to utilize a multitude of sources, including consulting the GFOA guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications. These resources are likely to include the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, Bond Counsel, investment bankers, and other consultants knowledgeable of bond financing practices.

Recommendation 6.3: School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

Response to Recommendation 6.3: The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

Recommendation 6.4: Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

Response to Recommendation 6.4: Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include "[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate." (Elections Code section 9401(a)(4).) Therefore, to the extent that this Recommendation requires that the District comply with Elections Code section 9401, this Recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code 9401.

The District thanks the Grand Jury for its service and recommendations. Please contact the undersigned should you have any questions.

Respectfully submitted,



Linda Kaminski, Superintendent

cc: Los Angeles Grand Jury
Azusa Unified School District Board of Education



Baldwin Park Unified School District

3699 North Holly Avenue, Baldwin Park, California 91706 • (626) 962-3311 • Fax (626) 856-4901 • www.bpusd.net

August 17, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury
Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Baldwin Park Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Shirley Chang
Interim Assistant Superintendent of Business Services and Operations

Attachment

BOARD OF EDUCATION

Christina Lucero, *President* • Carlos Lopez, *Clerk/Vice President*
Santos Hernandez, Jr., *Member* • Blanca Estela Rubio, *Member* • Teresa I. Vargas, *Member*
Froilan N. Mendoza, *Superintendent*

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Baldwin Park Unified School District

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.

109-Rennie

BUSINESS SERVICES

Bassett Unified School District

904 N. Willow Avenue

La Puente, CA 91746

(626) 931-3000

www.bassettusd.org



Educate, Engage, Empower

September 13, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury Final Report;
Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Bassett Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a), and 933.05(b).

Very truly yours,

Antoine Hawkins
Chief Business Officer
Bassett Unified School District

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Bassett Unified School District (District)

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



City of
BELL GARDENS

7100 Garfield Avenue • Bell Gardens, CA 90201 • 562-806-7700 • www.bellgardens.org

93-3042

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

To Whom It May Concern:

The City of Bell Gardens received the 2015-2016 Los Angeles County Civil Grand Jury Final Report on June 22, 2016. Per California Penal Code Section 933.05(a) and (b) please note the following:

(a) For purposes of subdivision (a) of section 933, the City of Bell Gardens agrees as to each Grand Jury finding of the Los Angeles County Civil Grand Jury Final Report.

(b) For purposes of subdivision (b) of Section 933, the City of Bell Gardens has prepared the following summary of action taken:

(1) Recommendations 5.1, 5.2, 5.3 and 5.4 have all been implemented by posting the following information on the City Clerk webpage:

- Each Commissioner earns stipends of \$100 per Commission meeting attended (5.1)
- Elected officials may not serve on Commissions (5.2)
- Commissioners are only allowed to serve on one Commission at a time (5.3)
- Commission minutes have be posted alongside Commission agendas on the City Clerk webpage (5.4)

(2) Recommendation 5.5 has not yet been implemented but it will be implemented in the future. The City of Bell Gardens is currently in the process of publishing a Request for Proposals for a new website which will give staff the capability to create a link to "Commissions" from the homepage (currently staff cannot make such a change). The new website is expected to come online by Spring of 2017.

Sincerely,

Kristina Santana
City Clerk
City of Bell Gardens



BELLFLOWER UNIFIED SCHOOL DISTRICT

Standard of Excellence; Nothing Less

16703 South Clark Avenue • Bellflower, California 90706

(562) 866-9011 Ext. 2104 • Fax (562) 866-7713

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Superintendent,
Brian Jacobs, Ed.D.

Office of the Superintendent

March 7, 2017

Daniel J. Buckley

Presiding Judge

Los Angeles County Superior Court

Clara Shortridge Foltz Criminal Justice Center

210 West Temple Street, Eleventh Floor – Room 11-506

Los Angeles, CA 90012

RE: Response to the Findings and Recommendations of the LA County Civil Grand Jury in the Case of Capital Appreciation Bonds (CABs) and Other School Bond Debt: Consequences of Poor Financial Practices – **Bellflower Unified School District**

Dear Judge Buckley:

The Bellflower Unified School District has reviewed the findings and recommendations of the Government Finance Officers Association (GFOA) in the above referenced Report of County of Los Angeles Civil Grand Jury. This “Response to Recommendations” is submitted pursuant to the requirements of California Penal Code sections 933(c), 933.05(a) and 933.05(b).

1. BUSD agrees with and will implement Recommendation 6.1. The District will arrange for training of its Chief Business Official in GFOA financing best practices.
2. BUSD will consider recommendation 6.2. BUSD has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of GFOA best practice guidelines will be kept on file at the office of the chief business official.
3. BUSD will consider recommendation 6.3. BUSD draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. There exists a multitude of excellent advisory resources regarding debt issuances and applicable GFOA best practices.

4. BUSD agrees with and will implement recommendation 6.4. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.

The Bellflower Unified School District takes seriously the faith and confidence of the tax payers within its community and is working diligently to ensure its compliance with the best practices set forth by the GFOA and the Los Angeles County Civil Grand Jury.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Brian Jacobs", with a long horizontal flourish extending to the right.

Dr. Brian Jacobs
Superintendent of Schools



Beverly Hills Unified School District

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255 S. Lasky Drive, Beverly Hills CA 90212 (310) 551-5100

12-501/ce

August 8, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Beverly Hills Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,


La Tanya Kirk-Carter
Chief Administrative Officer

Attachment

RESPONSE TO RECOMMENDATIONS OF THE BEVERLY HILLS UNIFIED SCHOOL
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND
DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



BONITA UNIFIED SCHOOL DISTRICT

115 West Allen Avenue San Dimas, California 91773 (909) 971-8200 Fax (909) 971-8329

Superintendent

Dr. Christina Goennier - Superintendent

Assistant Superintendents

Nanette Hall - Educational Services

William F. Roberts IV - Human Resources Development

Ann Sparks - Business Services

Board of Education

Chuck Coyne

Glenn Creiman

Jim Elliot

Diane Koach

Patti Latourelle

SB - 5.1.16

August 23, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Bonita Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Ann Sparks
Assistant Superintendent
Business Services

Attachment

RESPONSE TO RECOMMENDATIONS OF BONITA UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL BE IMPLEMENTED. The District agrees with the recommendation and will implement it. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. District staff will attend this training on September 30, 2016.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Board of Education

Larry Applebaum, President
Steve Ferguson, Vice President
Dr. Roberta Reynolds, Clerk
Dr. Armond Aghakhanian
Charlene Tabet

Burbank Unified School District

Assistant Superintendent's Office

1900 W. Olive Avenue

Burbank, CA 91506

Ph: 818-729-4473 • Fax: 818-729-4573

File ok 2/2/16

2/16/16

#9
implicate

Superintendent

Matt Hill

Assistant Superintendent, Administrative Services

David Jaynes

August 12, 2016

Presiding Judge

Los Angeles County Superior Court

Clara Shortridge Foltz

Criminal Justice Center

210 West Temple Street – Eleventh Floor, Room 11-506

Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury Final Report: Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Burbank Unified School District to the above referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933©, 933(a) and 933.05 (b).

Sincerely,

David Jaynes

Assistant Superintendent, Administrative Services

cc: Board of Education
Superintendent Matt Hill

Attachment

**Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Burbank Unified School District (District)**

Recommendations

- ✓ **6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District has an Assistant Superintendent of Administrative Services that handles the duties of the Chief Business Officer. The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

- ✓ **6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. The District has financial advisors and underwriters that also provide services in this area. Copies of the GFOA best practices guidelines will be kept on file at the office of the Assistant Superintendent of Administrative Services.

- ✓ **6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusively GFOA best practices. The District will document appropriate best practices when issuing bonds or other types of debt.

- ✓ **6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will continue to follow Bond Council recommendations and all legal requirements.

112-444



CASTAIC UNION SCHOOL DISTRICT

28131 Livingston Avenue • Valencia, California 91355
Phone: (661) 257-4500 • Fax: (661) 257-5737 • www.castaicusd.com

Victor Torres • Susan Christopher • Stacy Dobbs • Fred Malcomb • Laura Pearson
President Clerk Member Member Member

September 14, 2016

Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Attention: Honorable Presiding Judge Carolyn B. Kuhl

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

On July 12, 2016, a letter was sent to all district Chief Business Officials regarding the Los Angeles County Civil Grand Jury report on "Capital Appreciation Bonds and Other School Bond Debt; Consequences of Poor Financial Practices". This letter shall serve as Castaic Union School District's Response to the Recommendations. This response is submitted pursuant to the requirements of the California Penal Code Sections 933(c), 933.05(a) and 933.05 (b).

Recommendations

6.1 School district chief business/fiscal officials in Los Angeles in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

Castaic Union School District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will participate in this training on September 30, 2016.

6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District staff actively participate in many school business official's professional associations and have attended, and will continue to attend, workshops and other educational opportunities related to best practices in issuing bonds and other forms of securities. District administration, staff, and Governing Board will carefully consider the potential long-term consequences before taking on new debt. Copies of the GFOA best practices guidelines will be kept on file and used as a primary resource in the decision making process.

6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District will consider this recommendation. Due to the variety of information available and utilized, the district will review all pertinent advisory information including GFOA when making decisions regarding issuance of debt. The District will keep detailed records of due diligence and application of best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents and disclosures will include all required information about the long-term indebtedness and repayment of such a measure. The District will follow Bond Council recommendations concerning the requirements for bond performance placed before the electorate and conform with all applicable legal requirements.

We appreciate the recommendations set forth in the Civil Grand Jury. We share your interest in ensuring that our community understands what is included in school district bond measures and management of public agency obligations.

Respectfully,

A handwritten signature in black ink, appearing to read 'Linette Hodson', with a stylized, flowing script.

Linette Hodson
Chief Business Official
Castaic Union School District



Centinela Valley Union High School District

Business Services

14901 Inglewood Avenue, Lawndale, CA 90260
(310) 263-3221

108 Downey
Noted 9/23/16
Entered 9/23/16

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(310) 263-3220
(310) 644-8927 fax

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(310) 263-3170
(310) 675-8179 fax

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(310) 263-3210
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Dr. Vanessa Landesfeind
Principal
(310) 263-4400
(310) 675-7017 fax

Lawndale High School

Dr. Paula Hart Rodas
Principal
(310) 263-3100
(310) 675-8174 fax

Leuzinger High School

Dr. Pamela Brown
Principal
(310) 263-2200
(310) 675-7023 fax

Lloyde High School

Dr. Jim Tarouilly
Principal
(310) 263-3264
(310) 675-8013 fax

Centinela Valley Adult School/CV Independent Study School/SBCDS

Michael Martinez
Principal
(424) 255-4066
(424) 285-5377 fax

September 13, 2016

The Honorable Judge Kuhl, Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response of the Centinela Valley Union High School District to the Recommendations of the 2015-16 Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

The undersigned is the Assistant Superintendent of Business Services of the Centinela Valley Union High School District (the "District"), which recently received and studied a copy of the 2015-16 Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices (the "Report"). Among other things, the Report asks that each school and community college district within the County of Los Angeles provide a written response to you, on behalf of the Civil Grand Jury, by no later than September 30, 2016. This letter constitutes the District's response, submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

As the Assistant Superintendent of Business Services, I am intimately familiar with the legal and policy issues relating to the issuance of public debt by the District, under the supervision of the Superintendent and Board of Education of the District (the "Board"). The District has issued general obligation bonds, bond anticipation notes, and certificates of participation in past years. In the process, the District has been assisted by a financial advisor and a highly qualified bond counsel firm, both selected pursuant to a competitive process, based on skills, cost and efficiency. All of the District's recent debt has been issued pursuant to negotiated sale to one or more investment banking firms.

The Board has directed me to respond to the Recommendations set forth in the Report applicable to County K-14 districts.

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with the recommendation, and expects to implement on or about September 30, 2016. Although the Assistant Superintendent of Business Services has had access to and is familiar with the GFOA best practices guidelines (the "GFOA Guidelines"), the District concurs that further training respecting the GFOA Guidelines would of course be of benefit to the District and its bond construction program (the "Program"). The District has been advised that the Los Angeles County Office of Education will be providing a special training program for districts to be held at its offices in Downey on or about September 30 of this year. The Assistant Superintendent of Business Services and perhaps others on his staff intend to participate in this program.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District will consider this recommendation. The GFOA Guidelines are of considerable value to any issuer of municipal debt in developing that issuer's approach to the incurrence of debt. However, the GFOA Guidelines provide broad and national standards for issuers of all types, while California K-14 districts have other concerns and legal frameworks under which to operate. Practitioners in the municipal bond field agree that the GFOA Guidelines are not a set of absolute standards intended to bind issuers. Thus, in addition to the District's consideration of and respect for the GFOA Guidelines, the Assistant Superintendent of Business Services and other staff will continue to seek out other programs and current information regarding tax law compliance, securities law regulations and policy considerations specially applicable to California transactions, as augmented by the District's input from its highly qualified consultants. Thus, while the GFOA Guidelines are an excellent reference, they cannot be a punchlist for District transactions.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

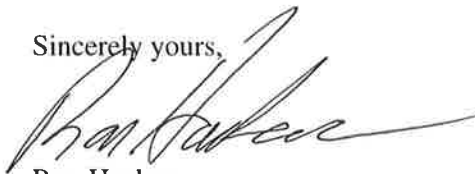
The District disagrees with this recommendation and will not implement this recommendation. This recommendation is not, in the considered opinion of the District, in the best interests of the District, its students, or taxpayers. Documenting the degree of compliance, without consideration of the other factors outlined in our response to item 6.2 above, with the GFOA Guidelines in written form can create adverse consequences for the District, elevating a set of good guidelines into strict mandates. There is a significant risk of suggestion to the public and bondholders that a failure to meet 100% of the GFOA Guidelines would be the basis for a complaint against the District. This could consume precious District resources and result in unnecessary litigation, to the detriment of our stakeholders.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and has implemented it. The District is confident that existing laws and practices already provide the maximum amount of useful information regarding voter-approved debt and its long-term impacts. Before any bond measure can be filed with the Registrar of Voters for an upcoming election, it must include disclosure of (1) the total principal amount of bonds that may be issued; (2) the maximum tax rate; (3) the maximum term for any series of bonds from date of issuance; and (4) the Tax Rate Statement mandated by the Elections Code. The requirements of the Elections Code for the Tax Rate Statement have recently been amended to include not only current estimates of the first tax levy rate, the highest and the last tax levy rate the bonds will require, but also an estimate as to the total debt service the bonds are likely to impose upon the taxpayers over the entire life of the Program. The District has complied and will continue to comply with all such requirements.

We hope the foregoing responds to the concerns of the Grand Jury. If there are remaining questions, please get in touch with the undersigned.

Sincerely yours,



Ron Hacker
Assistant Superintendent of Business Services
Centinela Valley Union High School District



Charter Oak Unified School District

20240 East Cienega Avenue, Covina, California 91724
Telephone: (626) 966-8331 • FAX: (626) 967-9580 • www.cousd.net

BRIAN R. AKERS, PRESIDENT • JOSEPH M. PROBST, VICE PRESIDENT
JANE A. BOCK, MEMBER • DON H. DAVIS, MEMBER • JEANETTE V. FLORES, MEMBER

Mike Hendricks

Mike Hendricks, Ed.D., Superintendent

August 9, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Charter Oak Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Mike Hendricks
Mike Hendricks, Ed.D.

RESPONSE TO RECOMMENDATIONS OF CHARTER OAK UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



September 26, 2016

The Honorable Judge Kuhl
 Presiding Judge
 Los Angeles Superior Court
 Clara Shortridge Foltz Criminal Justice Center
 210 West Temple Street
 Eleventh Floor, Room 11-506
 Los Angeles, CA 90012

CITRUS COMMUNITY COLLEGE DISTRICT
 BOARD OF TRUSTEES

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Ms. Jennifer Chavez Ramos, *Student Representative*

Dr. Geraldine M. Perri, *Superintendent/President*

Re: Response of Citrus Community College District to Recommendations of the 2015-16 Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices (the "Report")

Dear Judge Kuhl:

The undersigned is the Vice President of Finance and Administrative Services of the Citrus Community College District (the "District"), which recently received and studied a copy of the Report. Among other things, the Report asks that each school and community college district within the County of Los Angeles provide a written response to you, on behalf of the Civil Grand Jury, by no later than September 30, 2016. This letter constitutes the District's response, submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

As the Vice President of Finance and Administrative Services, I am intimately familiar with the legal and policy issues relating to the issuance of public debt by the District, under the supervision of the Superintendent/President and the oversight of the Board of Trustees of the District (the "Board"). The District has issued multiple general obligation bonds over the past decade, with the assistance of a financial advisor and a highly qualified bond counsel firm. All of the District's recent debt has been issued pursuant to negotiated sale to one or more investment banking firms.

The Board has authorized me to respond to the Recommendations set forth in the Report applicable to County K-14 districts.

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District partially agrees and will consider this recommendation. The Vice President of Finance and Administrative Services has had access to and is familiar with the GFOA best practices guidelines (the "GFOA Guidelines"). However, District staff have already undergone extensive training with respect to many topics covered by the GFOA Guidelines, or which otherwise related to the issuance of its general obligation bonds, including, but not limited to, trainings provided by the Association of Chief Business Officials of California Community Colleges and trainings provided by independent bond

1000 West Foothill Boulevard

Glendora, CA 91741-1885

TEL: 626.963.0323

www.citruscollege.edu

auditors and legal experts. The District also notes that it has expended the entirety of its current general obligation bond authorization and does not have any current plans to ask the voters for any additional authorizations in the near future. While it concurs that the GFOA Guidelines are helpful, given the efforts already undertaken to ensure that District staff are properly trained, the District does not necessarily believe that additional training sessions are necessary or should be required, especially for Districts that do not intend to have any planned issues of general obligation bonds. Nonetheless, the District has been advised that the Los Angeles County Office of Education will be providing a special training program for districts to be held at its offices in Downey on or about September 30 of this year. The District's Vice President of Finance and Administrative Services and Associate Director of Fiscal Services intend to participate in this program.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District partially agrees and will consider this recommendation. The GFOA Guidelines are of considerable value to any issuer of municipal debt in developing that issuer's approach to the incurrence of debt. However, the GFOA Guidelines provide broad and national standards for issuers of all types, while California K-14 districts have other concerns and legal frameworks under which to operate. Practitioners in the municipal bond field agree that the GFOA Guidelines are not a set of absolute standards intended to bind issuers. Thus, in addition to the District's consideration of and respect for the GFOA Guidelines, the Vice President of Finance and Administrative Services and other staff will continue to seek out other programs and current information regarding tax law compliance, securities law regulations and policy considerations specially applicable to California transactions, as augmented by the District's input from its highly qualified consultants. Thus, while the GFOA Guidelines are an excellent reference, they cannot be a punchlist for District transactions.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. This recommendation is not, in the considered opinion of the District, in the best interests of the District, its students or taxpayers. The District already operates under the best practices recommended by the Internal Revenue Service and Securities and Exchange Commission, as evidenced by its adoption of policies and procedures related to its post-issuance compliance with the Internal Revenue Code and with its continuing disclosure obligations under Rule 15c2-12, respectively. As noted previously, the GFOA Guidelines are not targeted at California community college districts, and each district may be better served by adopting policies or documentation procedures better targeted to their specific situation. Documenting the degree of compliance, without consideration of the other factors outlined in our response to item 6.2 above, with the GFOA Guidelines in written form can create adverse consequences for the District, elevating a set of good guidelines into strict mandates. There is a significant risk of suggestion to the public and bondholders that a failure to meet 100% of the GFOA Guidelines would be the basis for a complaint against the District. This could consume precious District resources and result in unnecessary litigation, to the detriment of our stakeholders.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with this recommendation and has already implemented these recommendations successfully. The District is confident that existing laws and practices already provide the maximum amount of useful information regarding voter-approved debt and its long-term impacts. Before any bond measure can be filed with the Registrar of Voters for an upcoming election, it must include disclosure of (1) the total principal amount of bonds that may be issued; (2) the maximum tax rate; (3) the maximum term for any series of bonds from date of issuance; and (4) the Tax Rate Statement mandated by the Elections Code. The requirements of the Elections Code for the Tax Rate Statement have recently been amended to include not only current estimates of the first tax levy rate, the highest and the last tax levy rate the bonds will require, but also an estimate as to the total debt service the bonds are likely to impose upon the taxpayers over the entire life of the Program. The District has complied, and will continue to comply with, all such requirements.

We trust the foregoing sufficiently responds to the concerns of the Grand Jury. If there are remaining questions, please contact the undersigned.

Sincerely yours,

A handwritten signature in black ink, reading "Claudette E. Dain". The signature is fluid and cursive, with a large initial "C" and "D".

Claudette Elias Dain, CPA

Vice President

Finance and Administrative Services

cc: Los Angeles County Office of Education
Los Angeles County Treasurer-Tax Collector's Office

#149 Duplicate??

144-5012

Claremont Unified School District

District Superintendent

James Elsasser, Ed. D.

Board of Education

Nancy Treser Osgood, President

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Beth Bingham, D. Min, Member

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Lisa Shoemaker, Assistant Superintendent
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September 23, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

RE: Response to Recommendations to County of Los Angeles Civil Grand Jury Capital
Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl,

Attached is the response of the Claremont Unified School District to the above-
referenced Report of County of Los Angeles Civil Grand Jury. This "Response to
Recommendations" is submitted pursuant to the requirements of California Penal Code
Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

James Elsasser, Ed.D.
Superintendent

C1 will not
sufficient
C2 " "
C3 " "
C4 will not
sufficient
C5 " "
C6 " "

RESPONSE TO RECOMMENDATIONS OF CLAREMONT UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



26455 Rockwell Canyon Road
Santa Clarita, CA 91355
(661) 259-7800
canyons.edu

233-3, 3, 17 Feb:

✓
in 6

February 23, 2017

B-L ✓
nl. ✓

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Santa Clarita Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

A handwritten signature in cursive script, appearing to read "Dianne Van Hook".

Dr. Dianne Van Hook
Chancellor

Attachment

✓

SANTA CLARITA COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Edel Alonso • Michael D. Berger • Michele R. Jenkins • Joan W. MacGregor • Steven D. Zimmer

**RESPONSE TO RECOMMENDATIONS OF
SANTA CLARITA COMMUNITY COLLEGE DISTRICT
LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT**

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Compton Unified School District
Office of the Superintendent
501 South Santa Fe Avenue
Compton, CA 90221
(310) 639-4321 – Ext. 55125
Fax: (310) 632-7324

2-13-2017 2:50
M.K.
66

March 13, 2017

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Darin Brawley
Superintendent

Joanne D. Saliba, Foreperson
County of Los Angeles Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Fl., Room 11-506
Los Angeles, California 90012

Dear Joanne D. Saliba,

This letter is in response to your correspondence dated February 1, 2017,
(see attached) requesting a reply to the 2016-2017 Civil Grand Jury - Capital
Appreciation Bonds & Other School Bond Debt.

Issue:

Consequences for Poor Financial Practices, Sections 6.1, 6.2,
6.3 and 6.4 was either missing or incomplete.

Response:

The Compton Unified School District agrees with the
Civil Grand Jury's recommendations. The issues have
been implemented; therefore, no further action is required.

Sincerely,

A handwritten signature in black ink, appearing to read "Darin Brawley", is written over a large, stylized circular flourish.
Darin Brawley
Superintendent
Attachment



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Member

JOSHUA CASTELLANOS
RAMOS
Student Trustee

THOMAS E. HENRY
Special Trustee

KEITH CURRY, Ed.D.
Provost/CEO

September 16, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles
Civil Grand Jury Capital Appreciation and Other School Bond
Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Compton Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

A handwritten signature in black ink, appearing to be 'F. Lopez', written over a horizontal line.

Felipe Lopez, MBA
Chief Business Officer

Attachment

RESPONSE TO RECOMMENDATIONS OF COMPTON COMMUNITY COLLEGE
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL
BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2810
(310) 842-4220

September 8, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Culver City Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Mike Reynolds

Assistant Superintendent – Business Services

Attachment

BOARD OF EDUCATION

Dr. Steven M. Levin Ms. Katherine Paspalis Ms. Susanne Robins Ms. Anne Allaire-Burke Dr. Kelly Kent Mr. David LaRose, Superintendent

RESPONSE TO RECOMMENDATIONS OF _____ DISTRICT - LOS ANGELES
COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

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WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

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WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

100 - Reuben



COVINA-VALLEY

UNIFIED SCHOOL DISTRICT

District Superintendent

Richard M. Sheehan, Ed.D.

Board of Education

Sonia Frasierillo

Charles M. Kemp

Sue L. Maulucci

Darrell A. Myrick

Richard M. White

September 16, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Covina-Valley Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Richard M. Sheehan, Ed.D.

Superintendent of Schools

Attachment

519 E. Badillo Street • Covina, California 91723

626.974.7000 • FAX 626.974.7032

www.c-vusd.org

RESPONSE TO RECOMMENDATIONS OF COVINA-VALLEY UNIFIED SCHOOL
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL
BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials' professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

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Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



100 - Fall Completed

Downey Unified School District

Gallegos Administration Center
11627 Brookshire Avenue, P.O. Box 7017, Downey, California 90241-7017
(562) 469-6500, FAX: (562) 469-6515

Board of Education

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Superintendent

John A. Garcia, Jr., Ph.D.

August 31, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Downey Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Nancy C. Nien, Ph.D.
Assistant Superintendent
Business Services

Attachment

RESPONSE TO RECOMMENDATIONS OF DOWNEY UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

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Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

BOARD OF EDUCATION

Kenneth Bell
Reyna Diaz
Douglas Edwards
Tom Reyes
Cheryl Taylor



DUARTE UNIFIED SCHOOL DISTRICT

1620 HUNTINGTON DRIVE, DUARTE, CA 91010
Phone (626) 599-5000 – Fax (626) 599-5079

12 - 0.43

August 12, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Duarte Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Jim Bauler
Assistant Superintendent
Business Services.

Attachment

RESPONSE TO RECOMMENDATIONS OF DUARTE UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



East Whittier City School District

181-Lucy

Richard Holash
Chief Business Officer

Mary Branca
Superintendent

Gabriela Tavitian
Assistant Superintendent

14535 E. Whittier Blvd., Whittier, CA 90605 • (562) 907-5900 FAX (562) 945-6062 • Website www.ewcsd.org

September 27, 2016

26

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendation of the 2015-16 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the East Whittier City School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Richard M. Holash
Chief Business Officer
East Whittier City School District

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
East Whittier City School District

Recommendations

6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.

The District will consider the recommendation and will implement it as follows:

The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. Finance officials of the East Whittier City School District will attend this training on September 30, 2016, and any future trainings relating to best practices with regards to issuing bonds.

6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and very helpful. District employees actively participate in many school business official professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the District Office.

6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

The District agrees with the recommendation and therefore will implement the recommendation. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. The District will follow Bond Council recommendations and follow all legal requirements.

Mark E. Marshall, Ed.D.
Superintendent



Board of Trustees
Ms. Janette T. Crawford
Mrs. Peggy W. Foster
Mrs. Martha D. Johnson
Mr. Joseph Pincetich
Ms. Doretta N. Thompson

2-9-16

August 11, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge of the Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Re: 2015-2016 Los Angeles County Civil Grand Jury Final Report "Capital Appreciation Bonds And Other School Bond Debt"

Dear Honorable Judge Kuhl:

Eastside Union School District ("School District") has reviewed the recommendations in "Capital Appreciation Bonds And Other School Bond Debt?" from the 2015-2016 Los Angeles County Civil Grand Jury Final Report ("Report"). Pursuant to California Penal Code §933.05(a), (b) and (c) and as requested pursuant to Section VI of the Report, the School District provides the following response to each of the grand jury's recommendations.

Background Information:

On November 4, 1997, voters within the School District approved Measure S and authorized the School District to issue the maximum principal amount of general obligation bonds ("GO Bonds") not to exceed \$15,535,371 to finance the needed school construction and improvement projects. Measure S gathered more than the required bond approval threshold (two-thirds of votes cast) with 71.62% affirmative vote.

The School District, on March 1, 1998, issued its first series of GO Bonds. Subsequently, the School District issued the Series 2002 GO Bonds on May 2, 2002, and Series 2003 on September 1, 2003. As of today, the School District has accessed all of the authorization under Measure S. It should also be noted that the School District (i) issued all of its

Continued – Page 2

Measure S GO Bonds prior to the recent recession, (ii) issued all of its Measure S GO Bonds prior to Assembly Bill (“AB”) 182 being enacted in 2014, and (ii) did not issue any Bond Anticipation Notes.

Please reference Exhibit 1 for detailed repayment information regarding the School District's GO Bond issuances under Measure S. As shown in Exhibit 1, the bond debt service to principal repayment ratios for each individual series are well below the 4 to 1 limitation pursuant to Education Code Section 15144.1, as one of the statutory changes made by AB 182.

Exhibit 1
Detailed Debt Service Repayment Calculations under Measure S
Approved by District Voters in 1997

Bond Series	Dated Date	Bond Principal			Bond Repayment		
		Current Interest Bonds	Capital Appreciation Bonds	Total Principal	Total Debt Service	Debt Service to Par Ratio	Term
Series 1998	3/1/1998	\$4,000,000.00	\$2,497,584.10	\$6,497,584.10	\$14,192,639.79	2.18 to 1	25 Years
Series 2002	5/1/2002	\$5,400,000.00	\$0.00	\$5,400,000.00	\$9,366,035.52	1.73 to 1	24 Years
Series 2003	9/1/2003	\$3,637,822.90	\$0.00	\$3,637,822.90	\$6,500,636.35	1.79 to 1	25 Years
Total	N/A	\$13,037,822.90	\$2,497,584.10	\$15,535,407.00	\$30,059,311.66	1.93 to 1	N/A

Additionally, please reference Exhibit 2 for the history of the School District's assessed value growth and decline during fiscal years 1992-1993 and 2002-2003.

Exhibit 2
Historical Assessed Valuation from Fiscal Year 1992-1993 to 2002-2003

Fiscal Year	Local Secured	Utility	Unsecured	Total	Growth %
1992/1993	\$1,063,463,519	\$176,540	\$12,408,184	\$1,076,048,243	N/A
1993/1994	\$1,068,052,109	\$176,540	\$13,925,843	\$1,082,154,492	0.57%
1994/1995	\$1,056,439,393	\$176,540	\$13,959,475	\$1,070,575,408	-1.07%
1995/1996	\$991,779,468	\$142,530	\$4,021,889	\$995,943,887	-6.97%
1996/1997	\$942,296,644	\$142,530	\$7,944,840	\$950,384,014	-4.57%
1997/1998	\$908,788,022	\$63,650	\$32,590,406	\$941,442,078	-0.94%
1998/1999	\$898,372,691	\$63,650	\$33,557,407	\$931,993,748	-1.00%
1999/2000	\$854,532,529	\$63,650	\$20,608,081	\$875,204,260	-6.09%
2000/2001	\$873,341,589	\$46,400	\$19,203,361	\$892,591,350	1.99%
2001/2002	\$901,677,269	\$21,000	\$29,873,777	\$931,572,046	4.37%
2002/2003	\$933,203,819	\$21,000	\$36,013,892	\$969,238,711	4.04%

Recommendation 6.1:

“School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.”

District Response:

The recommendation has not yet been implemented, but will be implemented in the future. The School District intends to receive training in Government Finance Officers Association (“GFOA”) financing best practices prior to the issuance of any new debt.

Recommendation 6.2:

“School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

District Response:

The recommendation has not yet been implemented, but will be implemented in the future when issuing any new debt in the most cost and time efficient manner as determined by the Board of Education (“Board”) of the School District. The School District will fully conform to AB 182, as well as other statutory requirements governing school debt issuances at the time they are initiated.

Recommendation 6.3:

“School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

District Response:

The recommendation has not yet been implemented, but will be implemented in the future when issuing any new debt in the most cost and time efficient manner as determined by the Board of the School District.

Recommendation 6.4:

“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.”

District Response:

The recommendation has not yet been implemented, but will be implemented in the future when placing a new bond measure on the ballot. The School District intends to provide the upmost transparency and accountability for future bond measure and will comply with any statutory requirements governing ballot measure disclosure at the time such authorization is sought from the electorate.

Recommendation 6.5:

“The Los Angeles County Office of Education, under its AB 1200 authority, should require school districts to submit for review any Bond Anticipation Notes being considered for issuance at least 30 days in advance of potential Board action, consistent with existing statute under California Education Code Section 17150.1.”

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education.

Recommendation 6.6:

“The Los Angeles County Office of Education should receive training in Government Finance Officers Association financing best practices, and support school districts in receiving such training.”

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education.

Recommendation 6.7:

“The Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, and the Los Angeles County Treasurer and Tax Collector, should monitor the use of school bond debt in Los Angeles County, including review of (a) proposed debt service schedules in advance of bond pricing, and (b) realistic forecasts of assessed value.”

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, and/or the Los Angeles County Treasurer and Tax Collector.

Recommendation 6.8:

“Los Angeles County should form a committee consisting of representation of the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, the Los Angeles County Treasurer, and Tax Collector and at least four or five members of the public, to support Los Angeles County school districts in restructuring existing bond indebtedness and reducing the debt burden.”

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

Recommendation 6.9:

“Los Angeles County should authorize the committee formed in Recommendation 6.8, to evaluate and make appropriate recommendations to the Los Angeles County Board of Supervisors and affected school districts about school bond indebtedness.”

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

Recommendation 6.10:

“Los Angeles County should authorize the committee formed in Recommendation 6.8, to ensure that Government Finance Officers Association financing best practices are instituted throughout Los Angeles County school districts.

District Response:

The School District cannot respond to if and when the recommendation will be implemented as it has no legal authority to enforce the practices of the Los Angeles County.

On behalf of the Eastside Union School District, we share your interest in ensuring that our community understands what is included in school bonds.

Sincerely,

A handwritten signature in black ink, appearing to read "Dr. M. Marshall", followed by a long horizontal flourish.

Dr. Mark Marshall
Superintendent
Eastside Union School District



EL CAMINO COMMUNITY COLLEGE DISTRICT

16007 Crenshaw Boulevard, Torrance, California 90506-0001

Telephone (310) 532-3670 or 1-866-ELCAMINO

www.elcamino.edu

94 - Dig

September 9, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the El Camino Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Dena P. Maloney, Ed.D.
Superintendent/President

Attachment

RESPONSE TO RECOMMENDATIONS OF EL CAMINO COMMUNITY COLLEGE DISTRICT
- LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The El Camino Community College District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. El Camino Community College District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the El Camino Community College District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the El Camino Community College District’s bond counsel, municipal advisor and investment banker. The El Camino Community College District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The El Camino Community College District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the El Camino Community College District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the El Camino Community College District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



El Monte Union High School District

3537 Johnson Avenue • El Monte, California 91731

(626) 444-9005

91-10000

September 9, 2016

Board of Trustees

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*Interim Chief Business
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Educational Services*

Gloria Diaz
*Interim Assistant
Superintendent-
Human Resources*

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response of the El Monte Union High School District to the Recommendations of the Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

The undersigned is the Superintendent of the El Monte Union High School District ("District"), which recently received a copy of the 2015-16 Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices ("Report"). This letter constitutes the District's Response, submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a), and 933.05(b).

The Board of Trustees of the District has directed me to respond to the Recommendations set forth in the Report applicable to the District:

6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with this recommendation and will implement this recommendation on or about September 30, 2016. The Los Angeles County Office of Education in partnership with other county agencies will conduct a School District Fiscal Summit which will include training on GFOA financing best practices. The Chief Business Official, and perhaps others on his staff, intend to participate in this training on September 30, 2016.

need letter

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District will consider this recommendation. The GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles county Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor, and investment banker. The District expects to

draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

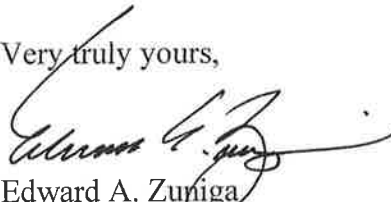
The District disagrees with this recommendation and will not implement this recommendation. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with this recommendation and will implement this recommendation. In accordance with existing legal requirements, if and when the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

We hope the foregoing responds to the concerns of the Grand Jury. Should you have any questions about any of the above, please get in touch with the undersigned.

Very truly yours,



Edward A. Zuniga
Superintendent

cc: Los Angeles County Office of Education



EL RANCHO UNIFIED SCHOOL DISTRICT

9333 Loch Lomond Drive, Pico Rivera, California 90660

Tel: (562) 942-1500 • Fax: (562) 949-2821

BOARD OF EDUCATION

Rachel Canchola

Jose Lara

Teresa L. Merino, Ph.D.

Gabriel Orosco

Aurora R. Villon, Ed.D.

SUPERINTENDENT

Martin Galindo

19-001-161

September 20, 2016

The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

Re: El Rancho Unified School District's Response to 2015-2016 Grand Jury Report Titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices"

Dear Judge Kuhl,

In accordance with California Penal Code section 933 and 933.05, this correspondence serves as the response of the El Rancho Unified School District ("District") to the 2015-2016 Grand Jury Report titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices" (the "Report"). Specifically, this correspondence responds to Recommendations 6.1, 6.2, 6.3 and 6.4 of the Report¹.

DISTRICT'S RESPONSE TO GRAND JURY'S RECOMMENDATIONS

First, we wish to commend the Grand Jury on its study of Capital Appreciation Bonds (CABs) and for its words of caution that relate to the need to be cognizant of and to follow practices that have the potential of minimizing risk and financial hardship for the districts in the future.

Recommendation 6.1: School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

Response to Recommendation 6.1: Although the recommendation will not be implemented as presented, the District will review the GFOA best practices guidelines that are referred to in the Report and copies of these guidelines will be maintained by the chief business official. Employees of the District participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. One such workshop, titled School District Fiscal Training Summit, is scheduled for September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will attend. It is believed that other training programs would be duplicative.

Recommendation 6.2: School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The Report contains a total of ten (10) Recommendations. However, Recommendations 6.5-6.10 are specifically directed towards the Los Angeles Board of Supervisors, the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller and/or the Los Angeles County Office of the Treasurer-Tax Collector.

ADMINISTRATION

Roxane Fuentes, Ed.D.
Assistant Superintendent
Educational Services

Mark Matthews
Assistant Superintendent
Human Resources

Manoj Roychowdhury
Assistant Superintendent
Business Services

Katherine Aguirre
Director
Special Education



EL RANCHO UNIFIED SCHOOL DISTRICT

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BOARD OF EDUCATION
Rachel Canchola
Jose Lara
Teresa L. Merino, Ph.D.
Gabriel Orosco
Aurora R. Villon, Ed.D.

SUPERINTENDENT
Martin Galindo

Response to Recommendation 6.2: Although the recommendation will not be implemented as presented, the District expects to utilize a multitude of sources, including consulting the GFOA guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications. These resources are likely to include the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, Bond Counsel, investment bankers, and other consultants knowledgeable of bond financing practices.

Recommendation 6.3: School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

Response to Recommendation 6.3: The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

Recommendation 6.4: Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

Response to Recommendation 6.4: Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include "[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate." (Elections Code section 9401(a)(4).) Therefore, to the extent that this Recommendation requires that the District comply with Elections Code section 9401, this Recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code 9401.

The District thanks the Grand Jury for its service and recommendations. Please contact the undersigned should you have any questions.

Respectfully submitted,

Martin Galindo
Superintendent of Schools

cc: Los Angeles Grand Jury
El Rancho Unified District Board of Education

ADMINISTRATION

Roxane Fuentes, Ed.D.
Assistant Superintendent
Educational Services

Mark Matthews
Assistant Superintendent
Human Resources

Manoj Roychowdhury
Assistant Superintendent
Business Services

Katherine Aguirre
Director
Special Education



El Segundo Unified School District

641 SHELDON STREET • EL SEGUNDO, CALIFORNIA 90245

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135-444

SUPERINTENDENT

MELISSA S. MOORE, Ed.D.

BOARD OF EDUCATION

NANCY L. COBB

JAMES C. GARZA, Ed.D.

EMILEE M. LAYNE

JEANIE M. NISHIME, Ed.D.

WILLIAM J. WATKINS, Ed.D.

September 23, 2016

Presiding Judge

Los Angeles County Superior Court

Clara Shortridge Foltz Criminal Justice Center

210 West Temple Street

Eleventh Floor – Room 11-506

Los Angeles, CA 90012

Re: Los Angeles County Civil Grand Jury Report - Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices

Dear Presiding Judge:

On or about July 12, 2016, the El Segundo Unified School District ("District") received a copy of the Los Angeles County Civil Grand Jury Report – Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices ("Report"). In Section V of the Report it requests that the District respond to Recommendations 6.1, 6.2, 6.3, and 6.4. In accordance with Penal Code section 933 and 933.05, this correspondence serves as the District's response.

The District acknowledges and appreciates the time and effort that the Grand Jury took to review the past use of Capital Appreciation Bonds (CABs) by Los Angeles County public school districts and for addressing the potential financial hazards associated with school district capital improvement programs. What follows is the District's responses to the Grand Jury Recommendations 6.1, 6.2, 6.3, and 6.4 that the District was asked to respond.

Recommendation 6.1: *School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.*

Response to Recommendation 6.1: Although the recommendation will not be implemented as presented, the District will review the GFOA best practices guidelines that are referred to in the Report. Employees of the District participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. The Los Angeles County Office of Education has scheduled a workshop, School District Fiscal Training

Dedicated to providing students and the community

with an optimum learning environment that prepares educated, productive,

compassionate citizens to meet the challenges of a global society in the 21st Century.

Summit, on September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will likely attend. It is believed that other training programs would be duplicative.

Recommendation 6.2: *School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.*

Response to Recommendation 6.2: Although the recommendation will not be implemented as presented, the District will likely utilize a number of sources, including but not limited to the GFOA best practices guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications in the future. The District will consider information from a variety of sources, including advice and counsel from financing experts.

Recommendation 6.3: *School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.*

Response to Recommendation 6.3: The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

Recommendation 6.4: *Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.*

Response to Recommendation 6.4: Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include "The best estimate from official sources of the total debt service, including the principal and interest that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate." (Elections Code section 9401(a) (4).) Therefore, to the extent that this recommendation requires that the District comply with Elections Code section 9401, this recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code 9401.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Melissa Moore', with a stylized, flowing script.

Melissa Moore, Ed.D.

Superintendent

El Segundo Unified School District

Cc. El Segundo Unified School District Board of Education



GARVEY SCHOOL DISTRICT

2730 North Del Mar Avenue, Rosemead, CA 91770

Phone: (626) 307-3444 Fax: (626) 307-1964

Anita Chu, Superintendent

14 - Del. 14
BOARD OF EDUCATION
Bob Bruesch
Maureen Chin
Henry Lo
Keilley Meng
Ronald Trabanino

Garvey School District Vision:

"Providing a premier education in a 21st century learning environment to develop tomorrow's responsible leaders."

August 10, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Garvey School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Anita Chu
Superintendent

Attachment

RESPONSE TO RECOMMENDATIONS OF GARVEY SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



GARVEY SCHOOL DISTRICT

Grace Garner, Chief Business Officer, Business Support Services
2730 North Del Mar Avenue, Rosemead, CA 91770
Phone: (626) 307-3404 Fax: (626) 307-3232

BOARD OF EDUCATION

Bob Bruesch
Maureen Chin
Henry Lo
Keilley Meng
Ronald Trabanino

SUPERINTENDENT

Anita Chu

Garvey School District Vision:

"Providing a premier education in a 21st century learning environment to develop tomorrow's responsible leaders."

August 8, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple St., Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendation to County of Los Angeles Civil Grand Jury Capital
Appreciation and Other School Bond Debt; consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Garvey School District to the above-reference Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Grace Garner
Chief Business Officer

Attachment

RESPONSE TO RECOMMENDATIONS OF GARVEY SCHOOL DISTRICT - LOS ANGELES
COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

*Need Follow up letter 6.4
for projected date*



#92 P.C. 116
Complete 9/22/16
Dr. David Viar
Superintendent/President

September 12, 2016

BOARD OF TRUSTEES
Anita Quinonez Gabrielian
Dr. Armine Hacopian
Dr. Vahé Perroomian
Ann H. Ransford
Anthony P. Tartaglia

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt, Consequences of Poor Financial
Practices

Dear Judge Kuhl:

Attached is the response of the Glendale Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

A handwritten signature in black ink, appearing to read 'Anthony Culpepper', with a long horizontal line extending to the right.

Dr. Anthony Culpepper
Executive Vice President
Administrative Services
Glendale Community College District

cc: Dr. David Viar
Attachment



RESPONSE TO RECOMMENDATIONS OF LOS ANGELES COUNTY CIVIL GRAND
JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



GLENDALE UNIFIED SCHOOL DISTRICT

"Preparing our students for their future"

223 North Jackson St., Glendale, California 91206-4380

Telephone: 818-241-3111, Ext. 271 • Fax: 818-546-2101

CC: 3-7-16

BUSINESS SERVICES

August 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Glendale Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Plotkin".

Cheryl Plotkin
Interim Chief Business and Financial Officer

CP:ks
Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Glendale Unified School District (District)

Recommendations

6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business officials’ professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



#132 12-7-81

GLENDORA UNIFIED SCHOOL DISTRICT

500 North Loraine Avenue, Glendora, CA 91741
(626) 963-1611 • Fax (626) 335-2196 • Web Site www.glendora.k12.ca.us

BOARD OF EDUCATION

Charles J. Gomer, Ph.D., President
Cory Ellenson, Vice President
Mike Gautreau, Clerk
Maura Murabito, Member
Robin Merkley, Member

Robert J. Voors, Ed.D.
Superintendent

September 21, 2016

Certified Mail
7013 0600 0002 4116 1826

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Glendora Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Marc Chaldou

Assistant Superintendent of Business Services

Attachment

**RESPONSE TO RECOMMENDATIONS OF GLENDORA UNIFIED SCHOOL
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL
BOND DEBT**

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

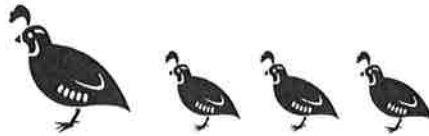
WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

Gorman Elementary School District

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 – FAX (661) 248-0604

Johannis Andrews
Superintendent/Principal

March 1, 2017

243-3,13,17 Fol
IRC

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor Room 11-506
Los Angeles, CA 90012

RE: Responses to the 2015-16 Los Angeles County Civil Grand Jury Final Report

This letter is in response to your recent follow-up letter dated February 1, 2017 for Gorman Joint School District's response to the findings and recommendations of the 2015-16 Los Angeles County Civil Grand Jury specifically to the **Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.1, 6.2, 6.3 and 6.4.**

In reviewing the 2015-16 Los Angeles County Civil Grand Jury report referencing the Capital Appreciation Bonds & Other School Debt as reported on pages 120 through 139, no reference was found specific to the Gorman Joint School District other than on page 129 that a request for a response from the Los Angeles school districts of which Gorman Joint School District was listed in which we are to provide a response to the findings and recommendations.

Gorman Joint School District does not have any financing debt and the District already has had in place for years their own oversight to maintain the District to be financial solvent. Although the Grand Jury as placed the recommendations 6.1, 6.2, 6.3 and 6.4 for school district, Gorman Joint School District has long ago implemented appropriate procedures to remain solvent and have the appropriate oversight regarding debt.

Sincerely,

Johannis Andrews II
Superintendent



Steve Sonder, President
Julie Ralphs, Clerk
Patricia Edwards, Member

Gorman Elementary School District

49847 Gorman School Road
P.O. Box 104
Gorman, CA 93243
(661) 248-6441 – FAX (661) 248-0604

Johannis Andrews
Superintendent/Principal

March 1, 2017

*Duplicate
already received
on 3/13/17 (3-1-17)*

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor Room 11-506
Los Angeles, CA 90012

RE: Responses to the 2015-16 Los Angeles County Civil Grand Jury Final Report

This letter is in response to your recent follow-up letter dated February 1, 2017 for Gorman Joint School District's response to the findings and recommendations of the 2015-16 Los Angeles County Civil Grand Jury specifically to the **Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.1, 6.2, 6.3 and 6.4.**

In reviewing the 2015-16 Los Angeles County Civil Grand Jury report referencing the Capital Appreciation Bonds & Other School Debt as reported on pages 120 through 139, no reference was found specific to the Gorman Joint School District other than on page 129 that a request for a response from the Los Angeles school districts of which Gorman Joint School District was listed in which we are to provide a response to the findings and recommendations.

Gorman Joint School District does not have any financing debt and the District already has had in place for years their own oversight to maintain the District to be financial solvent. Although the Grand Jury as placed the recommendations 6.1, 6.2, 6.3 and 6.4 for school district, Gorman Joint School District has long ago implemented appropriate procedures to remain solvent and have the appropriate oversight regarding debt.

Sincerely,

Johannis Andrews II
Superintendent



HACIENDA LA PUENTE UNIFIED SCHOOL DISTRICT

15959 EAST GALE AVENUE • P.O. BOX 60002 • CITY OF INDUSTRY, CALIFORNIA 91716-0002 • (626) 933-3800

CYNTHIA PARULAN-COLFER, Superintendent

Members of the Board
PENNY FRAUMENI, President
JOSEPH K. CHANG, Ph.D., Vice President
GINO KWOK, Esq., Clerk
ANTHONY DUARTE, Member
MARTIN G. MEDRANO, Member

September 28, 2016

Via Certified Mail and Return Receipt

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
11th Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to 2015-2016 Los Angeles County Civil Grand Jury Report
Capital Appreciation and Other School Bond Debt: Consequences of Poor Financial Practices

Dear Presiding Judge Kuhl:

The Hacienda La Puente Unified School District ("District") has received the 2015-2016 Los Angeles County Grand Jury Report titled "Capital Appreciation and Other School Bond Debt: Consequences of Poor Financial Practices" ("Report"). The District appreciates the Grand Jury's diligence investigating and reporting on the operations of local government agencies. The Grand Jury plays an important role as a check and a balance against abuses of authority and misuses of public funds.

The District is also committed to sound debt management practices. The District has already made efforts to implement best practices in debt management, and is continually looking to improve its practices. As part of the District's commitment to these issues, District chief business/financial officials have volunteered as leaders in state organizations that promote good business practices at local educational agencies.

The District has reviewed the Grand Jury's recommendations and the District's responses are below. The District's Board of Education has reviewed and approved this letter, which serves as the District's response to the Report, pursuant to Penal Code section 933(c).

Vision Statement:

The Hacienda La Puente Unified School District is a community committed to developing lifelong learners who value themselves and the diversity of all people; apply decision-making skills leading to responsible actions; and use creativity, critical thinking, and problem solving in meeting the challenges of a changing society.

Recommendation 6.1

School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

District's Response to Recommendation 6.1

This recommendation has not yet been implemented, but will be implemented in the future. The District will take steps to train its chief business/finance officials in GFOA financing best practices within six months, or by March 30, 2017. Furthermore, the District staff is evaluating adding a board policy on debt management that incorporates the recommendation to have District chief business/finance officials trained in GFOA financing best practices.

Recommendation 6.2

School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

Response to Recommendation 6.2

This recommendation has not yet been implemented, but will be implemented in the future. As stated in the Response to Recommendation 6.1, the District will take steps to train its chief business/finance officials in GFOA financing best practices within six months, or by March 30, 2017. Additionally, the District will make reasonable efforts to train District chief business/finance officials in GFOA financing best practices before issuing bonds or other types of debt. Finally, the District staff is evaluating adding a board policy on debt management that incorporates the recommendation to have District chief business/finance officials trained in GFOA financing best practices when issuing bonds or other types of debt.

Recommendation 6.3

School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

Vision Statement:

The Hacienda La Puente Unified School District is a community committed to developing lifelong learners who value themselves and the diversity of all people; apply decision-making skills leading to responsible actions; and use creativity, critical thinking, and problem solving in meeting the challenges of a changing society.

Response to Recommendation 6.3

This recommendation has not yet been implemented, but will be implemented in the future. The District will take steps to implement this recommendation within six months, or by March 30, 2017. Furthermore, the District staff is evaluating adding a board policy on debt management that incorporates the recommendation to have District chief business/finance officials document their review and application of appropriate GFOA best practices before issuing bonds or other types of debt.

Recommendation 6.4

Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

Response to Recommendation 6.4

This recommendation has not yet been implemented, but will be implemented in the future. The District will take steps to implement this recommendation within six months, or by March 30, 2017. Furthermore, the District staff is evaluating adding a board policy on debt management that incorporates the recommendation to ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

Conclusion

We appreciate your recommendations regarding the District financial practices. We hope the Report can be used as a catalyst to bolster the District's commitment to sound debt management practices that benefit students, staff, and the community.

Sincerely,



Cynthia Parulan-Colfer
Superintendent

CPC:nr

Vision Statement:

The Hacienda La Puente Unified School District is a community committed to developing lifelong learners who value themselves and the diversity of all people; apply decision-making skills leading to responsible actions; and use creativity, critical thinking, and problem solving in meeting the challenges of a changing society.



Hawthorne School District

Educational Excellence

August 29, 2016

180-6608

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Clerk

DR. EUGENE M. KRANK
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CRISTINA CHIAPPE
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ADMINISTRATION

HELEN E. MORGAN, Ed.D.
Superintendent

BRIAN MARKARIAN, Ed.D.
Associate Superintendent
Educational Services

SHELLEY ROSE
Assistant Superintendent
Human Resources

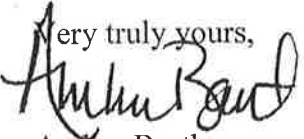
AMBUR BORTH
Chief Business Official

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles
Civil Grand Jury Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Hawthorne School District to the
above-referenced Report of County of Los Angeles Civil Grand Jury. This
"Response to Recommendations" is submitted pursuant to the requirements
of California Penal Code Sections 933©, 933.05(a) and 933.05(b).

Very truly yours,

Ambur Borth,
Chief Business Official

Attachment

RESPONSE TO RECOMMENDATIONS OF HAWTHORNE SCHOOL
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT
ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



1645 Valley Drive
Hermosa Beach
California 90254
(310) 937-5877
Fax: (310) 376-4974
www.hbcasd.org

#140
HERMOSA BEACH

146 - F&S

196 D
City School District

September 28, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Fultz Criminal Justice Center
210 West Temple Street, Room 11-506
Los Angeles, CA 90012

Re: Los Angeles County Grand Jury Report dated June 23, 2016 – "Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices"

Dear Judge Kuhl:

The Hermosa Beach City School District has been part of a number of school bond programs over the years. While our District was not cited specifically in the above-referenced Grand Jury report (the "Report"), we take our role as stewards of local tax dollars very seriously and gave great attention to the Report. What follows is the District's responses to the Grand Jury Recommendations 6.1, 6.2, 6.3, and 6.4 to which the District was asked to respond.

RECOMMENDATIONS

6.1: School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

(4) The recommendation will not be implemented. The District has reviewed the GFOA best practices guidelines that were referenced in the Report and a copy will be kept in the office of the District's chief business official. As the guidelines are clear and helpful, we do not believe that ongoing external training on those practices is warranted. District employees actively participate in a variety of school business professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Furthermore, the District uses the services of an independent municipal advisor and bond and disclosure counsel to assist in the issuance of bonds and for guidance on current best practices. It is believed that this ongoing training which will have a much broader focus than just GFOA guidelines is the best approach for the District.

6.2: School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

*Members of the
Board of Education*

Patricia S. Ackerman

Carleen R. Beste

Margaret R. Bove-LaMonica

Mary K. Campbell

Monique Ehsan

*Superintendent of Schools
Patricia W. Escalante*

(4) The recommendation will not be implemented. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the California Debt and Investment Advisory Commission, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

6.3: School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

(4) The recommendation will not be implemented. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison just between our decisions regarding debt issuances and applicable GFOA best practices. In fact, the GFOA guidelines do not incorporate all of the relevant factors to be addressed by the District in its bond issuances under California law. For these reasons, a comparison as suggested by the recommendation is not warranted.

6.4: Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.

(2) The recommendation has been implemented. In accordance with existing legal requirements, Elections Code section 9401(a), including, among other things, the tax rate statement must include "[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold." The District recently held an election in June 2016 and provided a tax rate statement meeting these requirements and a full text ballot measure with clear language describing the improvements to be funded. Accordingly, the District has implemented this recommendation. The District has no current plans for another bond measure but will implement this recommendation in any future election.

Respectfully submitted,
Hermosa Beach City School District


By: Patricia Escalante,
Superintendent

cc: Los Angeles Grand Jury
Hermosa Beach City School District Board of Education

Hughes-Elizabeth Lakes Union Elementary School District



A California Distinguished School

Board of Trustees
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Melanie Dohn, Member
Jason Nuesca, Member

2017-2018 2-21-17
Interim Superintendent
Lori Slaven, Ed.D.

March 1, 2017

County of Los Angeles
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, 11th Floor Room 11-506
Los Angeles, CA 90012

RE: Responses to the 2015-16 Los Angeles County Civil Grand Jury Final Report

This letter is in response to your recent follow-up letter dated February 1, 2017 for Hughes-Elizabeth Lakes Union Elementary School District's response to the findings and recommendations of the 2015-16 Los Angeles County Civil Grand Jury specifically to the **Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.1, 6.2, 6.3 and 6.4.**

In reviewing the 2015-16 Los Angeles County Civil Grand Jury report referencing the Capital Appreciation Bonds & Other School Debt as reported on pages 120 through 139, no reference was found specific to the Hughes-Elizabeth Lakes Union Elementary School District other than on page 129 that a request for a response from the Los Angeles school districts of which Hughes-Elizabeth Lakes Union Elementary School District was listed in which we are to provide a response to the findings and recommendations.

Hughes-Elizabeth Lakes Union Elementary School District currently does not have any financing debt and the District does take it seriously to be financially solvent with or without any financing debt. As the Grand Jury has placed the recommendations 6.1, 6.2, 6.3 and 6.4 for school district, Hughes-Elizabeth Lakes Union Elementary School District has implemented appropriate procedures to remain solvent and have the appropriate procedures and oversight regarding debt issuance.

Sincerely,

Lori Slaven, Ed.D.
Superintendent

BOARD OF TRUSTEES

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JANNIE DUTTON

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SUPERINTENDENT

DR. RUBEN ZEPEDA II



*Seek Education
Strive for Excellence
Aspire to Greatness*

September 28, 2016

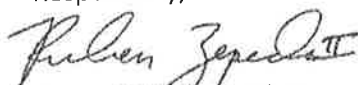
Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Keppel Union Elementary School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b). Our responses address recommendations 6.1-6.4 as those recommendation related to the functions of school districts.

Respectfully,


Ruben Zepeda II, Ed.D.



Keppel Union School District Response to the Civil Grand Jury Report on School Bond Debt

Response to Recommendations 6.1-6.4

Recommendation No. 6.1: *"School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."*

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. The GFOA best practices are recommended best practices but they were not designed to become policy or regulations. They are a great guide when used with other guiding documents. It is not believed that external training on those practices is warranted. Keppel employees actively participate in a variety of school business officials' professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines and other pertinent guidelines will be kept on file at the office of the chief business official and will be used to guide our work and decisions.

Recommendation No. 6.2: *"School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."*

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: *"School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."*

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices. The District, should it decide to pursue the issuance of bonds or other forms of debt, will fulfill its due diligence and maintain appropriate records and documentation associated with the task.

Recommendation No. 6.4: *"Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."*

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

211 - 262,000

Wendy K. Sinnette
Superintendent

Anaïs Wenn
Assistant Superintendent
Educational Services

Mark Evans
Chief Business and
Operations Officer

Dr. Jeff Davis
Assistant Superintendent
Human Resources

Jamie Lewsadder
Chief Technology Officer

La Cañada Unified School District

...a learning community committed to personal growth and
academic excellence



August 9, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the La Cañada Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

A handwritten signature in black ink, appearing to read "Wendy K. Sinnette", written over a horizontal line.

Wendy K. Sinnette

Superintendent

Attachment

RESPONSE TO RECOMMENDATIONS OF LA CANADA UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Michele Bowers, Ed.D.
Superintendent

Lancaster School District

44711 NORTH CEDAR AVENUE, LANCASTER, CALIFORNIA 93534-3210 (661) 948-4661

Fax (661) 948-6780

TDD/Voice (661) 948-4661 x186

BOARD OF TRUSTEES

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Gregory Tepe

September 15, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Lancaster School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Michele Bowers, Ed.D.
Superintendent

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Lancaster School District (District)

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements

LAS VIRGENES UNIFIED SCHOOL DISTRICT
4111 LAS VIRGENES ROAD
CALABASAS, CALIFORNIA 91302
Telephone: (818) 880-4000
Fax: (818) 880-4200
www.lvusd.org



26/1/16
[Signature]

BOARD
ANGELA CUTBILL
DALLAS LAWRENCE
LINDA MENGES
LESLI STEIN
MATHY WASSERMAN
DANIEL STEPENOSKY, Ed.D.
SUPERINTENDENT

August 9, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Las Virgenes Unified School District to the above-referen
Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations
submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a)
933.05(b).

Very truly yours,

[Signature]
Karen Kimmel
Assistant Superintendent, Business Service

Attachment

RESPONSE TO RECOMMENDATIONS OF LAS VIRGENES UNIFIED SCHOOL DISTRICT -
LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

LAWNDALE ELEMENTARY SCHOOL DISTRICT

BUSINESS SERVICES

www.lawndale.k12.ca.us

4161 West 147th Street • Lawndale, CA 90260 • (310) 973-1300 Ext. 50027 • FAX (310) 675-6462



February 21, 2017

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

232-2,28,17

RC

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Lawndale School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

The Lawndale School District has never considered and does not intend to consider the use of Capital Appreciation Bonds (CABs), or Certificates of Participation (COPs).

In fact, the Lawndale School District has refunded General Obligation Bonds from its original authorization in 1998 to save our taxpayers over \$2 million in bond interest, and we are in the process of refunding additional eligible bonds to save another approximately \$800,000 in bond interest for our community.

We work very closely with our County Treasurer's Office as a partner when issuing bonded indebtedness to assure best public financing practices and transparency.

Very truly yours,

John D. Vinke

Interim Deputy Superintendent, Business Services

cc: Ellen Dougherty, Superintendent

Attachment: LESD Response to Recommendations 2015-2016 L.A. County Civil Grand Jury

Lawndale School District Response to Recommendations of the
2015-2016 Los Angeles County Civil Grand Jury Report

Recommendations:

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with the recommendation and will implement.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official's professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and has implemented. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



230-2,24,17 Feb:

February 15, 2017

ARC

Presiding Judge
Los Angeles County Superior Court
Lara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County
Civil Grand Jury Final Report; Capital Appreciation and Other School Bond
Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Lennox School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Franklin".

Kevin Franklin

Chief Business Officer

Attachment

BOARD OF TRUSTEES
Shannon Thomas-Allen
Marisol Cruz
Angela Fajardo
Sergio Hernandez, Jr.
Juan Navarro

ADMINISTRATION
Mr. Kent Taylor, Superintendent
Mrs. Becki Blanco, Chief Instructional Officer
Mr. Kevin Franklin, Chief Business Officer
Dr. Hiacynth D. Martinez, Chief Personnel Officer

SCHOOLS
☐ Buford
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☐ Jefferson
☐ Moffett
☐ Huerta
☐ Lennox Middle School

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Lennox School District (District)

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District attended this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements



Little Lake City School District

Where Kids Are #1

10515 S. Pioneer Boulevard, Santa Fe Springs, CA 90670-3799 (562) 868-8241 Fax (562) 868-1192

September 7, 2016

SEP-30

G.1 - G.4

G.2

Presiding Judge G.3

Los Angeles County Superior Court

Clara Shortridge Foltz Criminal Justice Center

210 West Temple Street

Eleventh Floor, Room 11-506

Los Angeles, CA 90012

WILL IMPLEMENT

WILL CONSIDER

NOT IMPLEMENT

Re: Response to the Recommendations of the 2015/16 Los Angeles County
Civil Grand Jury Final Report; Capital Appreciation and Other School
Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Little Lake City School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Manuel Correa

Assistant Superintendent

Business Services

Attachment

Mission Statement: With a focus on learning, the shared mission of the Little Lake City School District community is to provide a quality education that ensures success for every student.

**Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Little Lake City School District**

Recommendations

6.1 School district chief business / finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendations and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business / finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business / finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



Board of Trustees
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Superintendent-President
Eloy O. Oakley

Long Beach City College • Long Beach Community College District

4901 East Carson Street • Long Beach California 90808

September 20, 2016

The Honorable Judge Kuhl
Presiding Judge
Los Angeles Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response of Long Beach Community College District to Recommendations of the 2015-16
Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School
Bond Debt; Consequences of Poor Financial Practices (the "Report")

Dear Judge Kuhl:

The undersigned is the Vice President, Administrative Services of the Long Beach Community College District (the "District"), which recently received and studied a copy of the Report. Among other things, the Report asks that each school and community college district within the County of Los Angeles provide a written response to you, on behalf of the Civil Grand Jury, by no later than September 30, 2016. This letter constitutes the District's response, submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

As the Vice President, Administrative Services, I am intimately familiar with the legal and policy issues relating to the issuance of public debt by the District, under the supervision of the Superintendent and Board of Trustees of the District (the "Board"). The District has issued general obligation bonds, bond anticipation notes, and refunded general obligation bonds in past years. In the process, the District has been assisted by a financial advisor and a highly qualified bond counsel firm, both selected pursuant to a competitive process, based on skills, cost and efficiency. All of the District's recent debt has been issued pursuant to negotiated sale to one or more investment banking firms.

The Superintendent/President has directed me to respond to the Recommendations set forth in the Report applicable to County K-14 districts.

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District will consider this recommendation. The Vice President, Administrative Services has had access to and is familiar with the GFOA best practices guidelines (the "GFOA Guidelines"). However, District staff has already undergone extensive training with respect to many topics covered by

the GFOA Guidelines, or which otherwise related to the issuance of its general obligation bonds, including, but not limited to, webinars provided by the California Debt and Investment Advisory Commission and trainings provided by the Association of Chief Business Officials of California Community Colleges. While it concurs that the GFOA Guidelines are helpful, given the efforts already undertaken to ensure that District staff are properly trained, the District does not necessarily believe that additional training sessions are necessary or should be required. The District has been advised that the Los Angeles County Office of Education will be providing a special training program for districts to be held at its offices in Downey on or about September 30 of this year. The District's Director of Fiscal Services, and perhaps other District staff, intend to participate in this program.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District will consider this recommendation. The GFOA Guidelines are of considerable value to any issuer of municipal debt in developing that issuer's approach to the incurrence of debt. However, the GFOA Guidelines provide broad and national standards for issuers of all types, while California K-14 districts have other concerns and legal frameworks under which to operate. Practitioners in the municipal bond field agree that the GFOA Guidelines are not a set of absolute standards intended to bind issuers. Thus, in addition to the District's consideration of and respect for the GFOA Guidelines, the Vice President, Administrative Services and other staff will continue to seek out other programs and current information regarding tax law compliance, securities law regulations and policy considerations especially applicable to California transactions, as augmented by the District's input from its highly qualified consultants. Thus, while the GFOA Guidelines are an excellent reference, they cannot be a punchlist for District transactions.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. This recommendation is not, in the considered opinion of the District, in the best interests of the District, its students or taxpayers. The District already operates under the best practices recommended by the Internal Revenue Service and Securities and Exchange Commission, as evidenced by its adoption of policies and procedures related to its post-issuance compliance with the Internal Revenue Code and with its continuing disclosure obligations under Rule 15c2-12, respectively. As noted previously, the GFOA Guidelines are not targeted at California community college districts, and each district may be better served by adopting policies or documentation procedures better targeted to their specific situation. Documenting the degree of compliance, without consideration of the other factors outlined in our response to item 6.2 above, with the GFOA Guidelines in written form can create adverse consequences for the District, elevating a set of good guidelines into strict mandates. There is a significant risk of suggestion to the public and bondholders that a failure to meet 100% of the GFOA Guidelines would be the basis for a complaint against the District. This could consume precious District resources and result in unnecessary litigation, to the detriment of our stakeholders.


6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and has already implemented these recommendations successfully. The District is confident that existing laws and practices already provide the maximum

amount of useful information regarding voter-approved debt and its long-term impacts. Before any bond measure can be filed with the Registrar of Voters for an upcoming election, it must include disclosure of (1) the total principal amount of bonds that may be issued; (2) the maximum tax rate; (3) the maximum term for any series of bonds from date of issuance; and (4) the Tax Rate Statement mandated by the Elections Code. The requirements of the Elections Code for the Tax Rate Statement have recently been amended to include not only current estimates of the first tax levy rate, the highest and the last tax levy rate the bonds will require, but also an estimate as to the total debt service the bonds are likely to impose upon the taxpayers over the entire life of the Program. The District has complied and will continue to comply with all such requirements.

We hope the foregoing responds to the concerns of the Grand Jury. If there are remaining questions, please get in touch with the undersigned.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Ann-Marie Gabel", followed by a stylized circular mark.

Ann-Marie Gabel
Vice President, Administrative Services

cc: Los Angeles County Office of Education
Los Angeles County Treasurer-Tax Collector's Office



11/53

53-209

LONG BEACH UNIFIED SCHOOL DISTRICT

Office of the Chief Business and Financial Officer

1515 Hughes Way, Long Beach, CA 90810-1839 • (562) 997-8189 • FAX (562) 997-8284

September 30, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Regarding its Report on Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Reference is made to the 2015-2016 Los Angeles County Civil Grand Jury Final Report, particularly the Committee Report regarding "Capital Appreciation Bonds and other School Bond Debt: Consequences of Poor Financial Practices". This letter provides responses to Recommendations 6.1, 6.2., 6.3, and 6.4 in said report.

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

The District agrees with this recommendation. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. District employees actively participate in a variety of school business officials' professional associations and have attended and will continue to attend workshops related to best practices, which incorporate those articulated by the GFOA. Copies of the GFOA best practices guidelines will be kept on file in the office of the Chief Business and Financial Officer. ✓

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

The District agrees with this recommendation. GFOA best practices guidelines are an important and useful reference when issuing bonds, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, and financial advisor. ✓

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

The District will consider this recommendation. The District utilizes several excellent advisory resources when issuing debt, including GFOA best practices. Any documentation would reflect best practices from a multitude of sources. ✓✓

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

The District agrees with this recommendation. In accordance with existing legal requirements, the District has included all required information about the bond measure proposed for the District in each report and communication regarding the proposed bonds. ✓

Sincerely,



Yumi Takahashi
Chief Business & Financial Officer



74-4062

LOS ANGELES COMMUNITY COLLEGE DISTRICT

CITY • EAST • HARBOR • MISSION • PIERCE • SOUTHWEST • TRADE-TECHNICAL • VALLEY • WEST

OFFICE OF THE CHIEF FINANCIAL OFFICER / TREASURER
JEANETTE L. GORDON

September 1, 2016

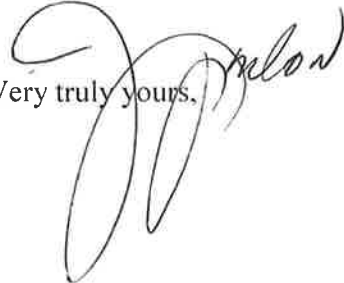
Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Notwithstanding that the Los Angeles Community College has never issued CABs and has no current plans to do so, I am submitting the attached response of the Los Angeles Community College District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



Attachment

RESPONSE TO RECOMMENDATIONS OF LOS ANGELES COMMUNITY COLLEGE
DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND
DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



174 174-FeS
Los Angeles County Office of Education

Serving Students ■ Supporting Communities ■ Leading Educators

Debra Duardo, M.S.W., Ed.D.
Superintendent

September 30, 2016

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Los Angeles County Superior Court
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210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County
Civil Grand Jury Final Report; Capital Appreciation and Other School Bond
Debt; Consequences of Poor Financial Practices

Dear Judge Wesley:

Attached is the response of the Los Angeles County Office of Education to the
above-referenced Report of County of Los Angeles Civil Grand Jury. This
"Response to Recommendations" is submitted pursuant to the requirements of
California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Scott Price, Ph.D.
Chief Financial Officer
Business Services

SP/KDC:cji

Attachment

cc: Debra Duardo, M.S.W., Ed.D., Superintendent of Schools
Keith D. Crafton, Director, Business Advisory Services

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

LOS ANGELES COUNTY OFFICE OF EDUCATION

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR CAPITAL APPRECIATION BONDS AND OTHER SCHOOL BOND DEBT

RECOMMENDATION NO. 6.5

The Los Angeles County Office of Education, under its AB1200 authority, should require school districts to submit for review any Bond Anticipation Notes being considered for issuance at least 30 days in advance of potential Board action, consistent with existing statute under California Education Code Section 17150.1.

RESPONSE

The Los Angeles County Office of Education (LACOE) agrees with the spirit of recommendation. Our Business Advisory Services Division annually notifies all school districts of the requirement for Public Disclosure of Nonvoter-Approved Debt which includes debt instrument, Bond Anticipation Notes. The most recent Information Bulletin (4283) was sent to all county school districts on January 22, 2016.

RECOMMENDATION NO. 6.6

The Los Angeles County Office of Education should receive training in Government Finance Officers Association financing best practices, and support school districts in receiving such training.

RESPONSE

We concur with the recommendation. On September 30, 2016, LACOE, Los Angeles County Auditor-Controller (A-C) and the Treasurer and Tax Collector (TTC) will hold a School District Fiscal Summit which will include training from the Government Finance Officers Association on financing best practices. This will be an annual training.

RECOMMENDATION NO. 6.7

The Los Angeles County Office of Education, the Los Angeles County Auditor Controller, and the Los Angeles County Treasurer and Tax Collector, should monitor the use of school bond debt in Los Angeles County, including review of (a) proposed debt service schedules in advance of bond pricing, and (b) realistic forecasts of assessed value.

RESPONSE

We concur with the recommendation. LACOE will continue to work with the A-C and TTC with school district debt activity. LACOE will continue to monitor all school district debt obligations and will coordinate all efforts with the A-C and TTC.

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

LOS ANGELES COUNTY OFFICE OF EDUCATION

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR CAPITAL APPRECIATION BONDS AND OTHER SCHOOL BOND DEBT

RECOMMENDATION NO. 6.8

Los Angeles County should form a committee consisting of representation of the Los Angeles County Office of Education, the Los Angeles County Auditor Controller, the Los Angeles County Treasurer and Tax Collector and at least four or five members of the public, to support Los Angeles County school districts in restructuring existing bond indebtedness and reducing the debt burden.

RESPONSE

LACOE agrees with the spirit of the recommendation to support school districts in restructuring (i.e., refunding) existing bond indebtedness, but disagrees with the committee structure as the mechanism to accomplish that.

As an alternative to the committee structure, LACOE recommends the development of education workshops designed to evaluate refunding opportunities for school district indebtedness. Such workshops would involve the collaborative efforts of LACOE, the A-C and TTC. All school districts would be invited to participate in the workshops.

RECOMMENDATION NO. 6.9

Los Angeles County should authorize the committee formed in Recommendation 6.8, to evaluate and make appropriate recommendations to the Los Angeles County Board of Supervisors and affected school districts about school bond indebtedness.

RESPONSE

LACOE partially disagrees with the recommendation. Consistent with the response to Recommendation 6.8, LACOE advises against the establishment of a committee. LACOE recommends the establishment of an ongoing fiscal forum to educate, inform and make recommendations to school district officials on school bond indebtedness.

Beginning in the fall of 2016, the fiscal forums would be conducted by staff twice per year, and the leadership committee would comprise the TTC, Auditor-Controller, and LACOE. County personnel would present various/rotating topics to school district staff including:

- The essentials of school district bond issuance
- Recommendations and best practices from the State Treasurer's Task Force on Bond Accountability
- Recommendations and best practices from the GFOA

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

LOS ANGELES COUNTY OFFICE OF EDUCATION

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR CAPITAL APPRECIATION BONDS AND OTHER SCHOOL BOND DEBT

RECOMMENDATION NO. 6.10

Los Angeles County should authorize the committee formed in Recommendation 6.8, to ensure that Government Finance Officers Association financing best practices are instituted throughout Los Angeles County school districts.

RESPONSE

LACOE partially disagrees with the recommendation. LACOE agrees with the concept of developing ongoing training programs to educate school district officials on the best practices related to debt issuance provided through the GFOA or other associations, but advises against the establishment of a formal committee to achieve the objectives of Recommendation 6.10. Rather, as noted in response to Recommendation 6.9, training is to be incorporated as a standing component of the twice per year fiscal forum. LACOE recommends to work with the County to ensure that school district business officials receive training on California school district GO bonds and are properly educated and informed on the County's review and approval process.



JOHN NAIMO
AUDITOR-CONTROLLER

COUNTY OF LOS ANGELES DEPARTMENT OF AUDITOR-CONTROLLER

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

July 27, 2016

246-3.13.17 Rel: ✓
166

TO: Sachi A. Hamai
Chief Executive Officer

ATTN: Cheri Thomas

FROM: John Naimo *John*
Auditor-Controller

SUBJECT: **RESPONSE TO THE 2015-16 LOS ANGELES COUNTY CIVIL GRAND JURY
FINAL REPORT**

This is to supplement yesterday's memo and attachment, which provided our response to the subject report.

Today's attachment indicates more clearly that we partially disagree with Recommendations 6.9 and 6.10.

If you have any questions, please call me at (213) 974-8302.

Attachment

c: Joseph Kelly, Treasurer and Tax Collector
Dr. Debra Duardo, Superintendent, LACOE

213 974-2101.

KRITH KNOX DEPUTY

LA COUNTY OFFICE OF
EDUCATION

• TALKED WITH KRITH KNOX OFC TREASURER & TAX COLLECTOR - (AC), (FTC)
AND LACOE - JOINTLY UNDER COMMON UMBRELLA SUBMITTED.
Their Responses

RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

COUNTY OF LOS ANGELES – DEPARTMENT OF AUDITOR-CONTROLLER

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR
CAPITAL APPRECIATION BONDS AND OTHER SCHOOL BOND DEBT:
CONSEQUENCES OF POOR FINANCIAL PRACTICES

RECOMMENDATION NO. 6.7

The Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, and the Los Angeles County Treasurer and Tax Collector, should monitor the use of school bond debt in Los Angeles County, including review of (a) proposed debt service schedules in advance of bond pricing, and (b) realistic forecasts of assessed value.

RESPONSE

We concur with the recommendation. The Los Angeles County Auditor-Controller (A-C) will continue to work with the Treasurer and Tax Collector (TTC), and County Counsel in conjunction with School General Obligation Bonds. The A-C will continue to perform the following roles associated with the School District general obligation bonds:

- Monitor school bond measure election results and the amounts approved by the voters
- Contact school districts annually to determine intent to issue bonds and obtain proposed debt service schedules for analysis
- Provide property valuation information and prepare requisite documents (e.g., bond certificate) to meet statutory requirements prior to bond closing
- Establish dedicated County tax accounts and debt service funds, to account for the collection of tax payments and distribution to school bondholders
- Monitor approximately 600 school bond issuances and transfer funds for payments throughout various maturity dates
- Provide bond information to each school district for budget and financial reporting purposes
- Calculate the annual tax rate for each bond issued and prepare the annual Tax Rate Resolution for approval by the Board of Supervisors

RECOMMENDATION NO. 6.8

Los Angeles County should form a committee consisting of representation of the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller, the Los Angeles County Treasurer and Tax Collector and at least four or five members of the public, to support Los Angeles County school districts in restructuring existing bond indebtedness and reducing the debt burden.

RESPONSE

The A-C agrees with the spirit of the recommendation to support school districts in restructuring (i.e., refunding) existing bond indebtedness, but disagrees with the committee structure as the mechanism to accomplish that.

As an alternative to the committee structure, the A-C recommends the development of educational workshops designed to evaluate refunding opportunities for school district indebtedness. Such workshops would involve the collaborative efforts of the TTC, the Los Angeles County Office of Education (LACOE), and the A-C. All school districts would be invited to participate in the workshops, which would also be tailored to incorporate many of the "best practice" concepts emphasized throughout the Grand Jury's report.

RECOMMENDATION NO. 6.9

Los Angeles County should authorize the committee formed in Recommendation 6.8, to evaluate and make appropriate recommendations to the Los Angeles County Board of Supervisors and affected school districts about school bond indebtedness.

RESPONSE

The A-C partially disagrees with the recommendation. Consistent with the response to Recommendation 6.8, the A-C advises against the establishment of a committee. In partnership with TTC and LACOE, the A-C recommends presenting semi-annual educational workshops to school district staff in the following areas:

- The essentials of school district bond issuance
- Recommendations and best practices from the State Treasurer's Bond Accountability Task Force
- Recommendations and best practices from the Government Finance Officers Association (GFOA)

RECOMMENDATION NO. 6.10

Los Angeles County should authorize the committee formed in Recommendation 6.8, to ensure that Government Finance Officers Association financing best practices are instituted throughout Los Angeles County school districts.

RESPONSE

The A-C partially disagrees with the recommendation. Although the A-C does not endorse the recommendation to form a committee, we agree with the concept of developing ongoing training programs to educate school district officials on GFOA, and other, best practices related to debt issuances. As described in our response to Recommendations 6.8 and 6.9, the A-C, TTC, and LACOE are amenable to hosting semi-annual workshops to ensure that school district business officials receive training on best practices and are properly informed on the County's review and approval process.

February 1, 2017

Los Angeles County Auditor Controller 213 - 974 - 8301
John Naimo, Auditor-Controller
500 W. Temple St. #525
Los Angeles, CA 90012

Dear Auditor-Controller Naimo,

The 2015-2016 Los Angeles County Civil Grand Jury made findings and recommendations to you in its Final Report. In reviewing the mandated responses to these, the 2016-2017 Civil Grand Jury has found your response to: **Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.7, 6.8, 6.9, 6.10** is either missing or incomplete. (See link to access the Final Report: <http://grandjury.co.la.ca.us/pdf/LOSANGELESCOUNTY2015-016CIVILGRANDJURYFINALREPORT.pdf>)

California State Penal Code Section 933.05 (B) (3) (see attachment) requires your response. We are requesting that you review and respond to the issues cited above within 30 days from the date of this letter.

Your response should indicate either agreement or disagreement with the findings and include your actions on the recommendations. These may be any of the following:

1. Implemented. No further action is required.
2. Will Not Implement. The reasons for this response must be given.
3. Will Implement. The anticipated date for implementation must be given.
4. More Analysis Required. The scope and schedule for completion of the proposed analysis must be given.

We thank you in advance for your effort in resolving this issue. Please send your response to the address above. Together, we are fulfilling our lawful obligations to our fellow citizens and our government. If you have questions, please contact Douglas Benedict at 213-628-7914.

Sincerely,

Joanne D. Saliba, Foreperson, 2016-2017 Los Angeles County Civil Grand Jury

Douglas Benedict, Chair, Continuity Committee, 2016-2017 Los Angeles County Civil Grand Jury

60 WAB 3, 5K
(213) 974-8302

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LOS ANGELES UNIFIED SCHOOL DISTRICT

MICHELLE KING
Superintendent of Schools

MEGAN K. REILLY
Chief Financial Officer

#143 Dorothy

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury
Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Los Angeles Unified School District (LAUSD) to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Megan K. Reilly
Chief Financial Officer

6.1 agree
6.2 agree
6.3 with committee 6/2/17
6.4 agree

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Los Angeles Unified School District (LAUSD)

Recommendations:

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016. Additionally, the District’s Chief Financial Officer Megan Reilly is a member of the GFOA’s Committee on Governmental Debt Management, which works on best practices, actively engages with participants in the market to help develop guidelines and updates for its members, and monitors legislative and regulatory activities that impact the ability of state and local governments to continue borrowing in a cost effective manner.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District agrees with this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. The District has a Debt Management Policy which is reviewed and updated annually, and which incorporates many of the GFOA best practices. A 2014 report by the California Debt and Investment Advisory Committee (CDIAC) stated that the District’s Debt Management Policy could serve as an example for other local agencies seeking to employ the GFOA best practices.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District is familiar with the GFOA Debt Issuance Checklist and the Post Issuance Compliance Checklist. The District will consider using these checklists, or customized versions of them during and after each debt issuance.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

August 23, 2016

Board of Supervisors
HILDA L. SOLIS
First District
MARK RIDLEY-THOMAS
Second District
SHEILA KUEHL
Third District
DON KNABE
Fourth District
MICHAEL D. ANTONOVICH
Fifth District

To: Supervisor Hilda L. Solis, Chair
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: Sachi A. Hamai
Chief Executive Officer

2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; - Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, D+H
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO₂Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/KC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at cthomas@ceo.lacounty.gov.

SAH:JJ:FAD:CT:yjf

Attachments

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

COUNTY OF LOS ANGELES
Chief Executive Office for the Board of Supervisors

2015-2016 GRAND JURY RECOMMENDATIONS FOR
CAPITAL APPRECIATION BONDS AND OTHER SCHOOL BOND DEBT

RECOMMENDATION NO. 6.9

Los Angeles County should authorize the committee formed in Recommendation 6.8, to evaluate and make appropriate recommendations to the Los Angeles County Board of Supervisors and affected school districts about school bond indebtedness.

RESPONSE

Partially disagree. The Los Angeles County does not agree with the formation of a committee but does agree with the Auditor-Controller and Treasurer and Tax Collector's (TTC) recommendations in establishing an ongoing fiscal forum to educate, inform, and make recommendations to school district officials on school bond indebtedness. See Auditor-Controller's and TTC's response (Attachments C and L respectively).

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September 6, 2016

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The Honorable Carolyn B. Kuhl
Presiding Judge
Los Angeles County Superior Court
Stanley Mosk Courthouse
111 North Hill Street
Los Angeles, CA 90012

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SEP 09 2016

**OFFICE OF
PRESIDING JUDGE**

**Re: Los Nietos School District's Response to 2015-2016 Grand Jury Report
Titled "Capital Appreciation Bonds and Other School Bond Debt:
Consequences of Poor Financial Practices"**

Dear Judge Kuhl:

In accordance with California Penal Code section 933 and 933.05, this correspondence serves as the response of the Los Nietos School District ("District") to the 2015-2016 Grand Jury Report titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices" (the "Report"). Specifically, this correspondence responds to Recommendations 6.1, 6.2, 6.3 and 6.4 of the Report¹.

DISTRICT'S RESPONSE TO GRAND JURY'S RECOMMENDATIONS

First, we wish to commend the Grand Jury on its study of Capital Appreciation Bonds (CABs) and for its words of caution that relate to the need to be cognizant of and to follow practices that have the potential of minimizing risk and financial hardship for the districts in the future.

As mentioned in the Report, the issue of use of CABs for project financing can be reviewed in the context of the overall bond indebtedness of a school district. Although, as noted in the Report, the Los Nietos School District, in comparison with other districts in Los Angeles County, admittedly has the most expensive CABs in terms of percentage of debt service, when viewed in the context of the District's overall bond indebtedness program as suggested, the

¹ The Report contains a total of ten (10) Recommendations. However, Recommendations 6.5-6.10 are specifically directed towards the Los Angeles Board of Supervisors, the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller and/or the Los Angeles County Office of the Treasurer-Tax Collector.

District has the lowest total debt service ratio of those districts specifically highlighted on pages 112-113 of the Report, Exhibit 8. The combination of different revenue generating financial instruments for supporting the District's facility projects was intentional. And, this decision was made with an eye toward keeping the District's debt service ratio for its bond indebtedness program as low as it could (2.14) and well below the new standard imposed by recent legislation.

Recommendation 6.1: School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

Response to Recommendation 6.1: Although the recommendation will not be implemented as presented, the District will review the GFOA best practices guidelines that are referred to in the Report and copies of these guidelines will be maintained by the chief business official. Employees of the District participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. One such workshop, titled School District Fiscal Training Summit, is scheduled for September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will attend. It is believed that other training programs would be duplicative.

Recommendation 6.2: School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

Response to Recommendation 6.2: Although the recommendation will not be implemented as presented, the District expects to utilize a multitude of sources, including consulting the GFOA guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications. These resources are likely to include the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, Bond Counsel, investment bankers, and other consultants knowledgeable of bond financing practices.

Recommendation 6.3: School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

Response to Recommendation 6.3: The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

Recommendation 6.4: Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

Response to Recommendation 6.4: Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include “[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate.” (Elections Code section 9401(a)(4).) Therefore, to the extent that this Recommendation requires that the District comply with Elections Code section 9401, this Recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code 9401.

The District thanks the Grand Jury for its service and recommendations. Please contact the undersigned should you have any questions.

Respectfully submitted,

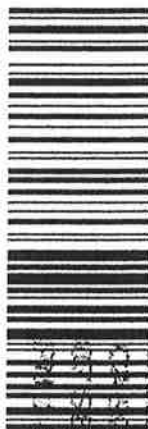

Jonathan Vasquez

Superintendent of Schools

cc: Los Angeles Grand Jury
Los Nietos District Board of Education

LOS NIETOS SCHOOL DISTRICT
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The Honorable Carolyn B. Kuhl
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90012-311548





Lowell Joint School District

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172-Petition

September 26, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Lowell Joint School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Andrea Reynolds
Assistant Superintendent of Administrative Services

Attachment

Interim Superintendent of Schools: George Giokaris, Ed.D.

Board of Trustees: Darin W. Barber, William A. Hinz, Brandon R. Jones, Fred W. Schambeck, Anastasia M. Shackelford

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Lowell Joint School District (District)

Recommendations

- 6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

- 6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

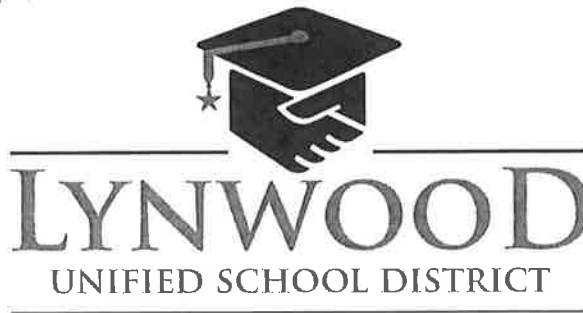
The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official's professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

- 6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

- 6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



177 - Reuben

Business Services

September 27, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury
Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

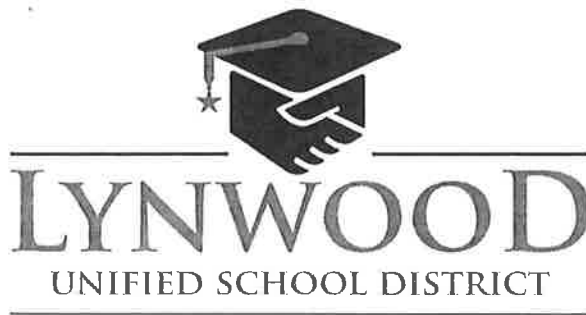
Attached is the response of the Lynwood Unified School District to the above-referenced
Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is
submitted pursuant to the requirements of California Penal Code Sections 933(c),
933.05(a) and 933.05(b).

Sincerely,

A handwritten signature in black ink, appearing to read 'Marlene', written over a horizontal line.

Marlene Dunn
Chief Business Official

Attachment



RESPONSE TO RECOMMENDATIONS OF THE 2015-2016 LOS ANGELES COUNTY CIVIL GRAND JURY REPORT

RECOMMENDATIONS

6.1: School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

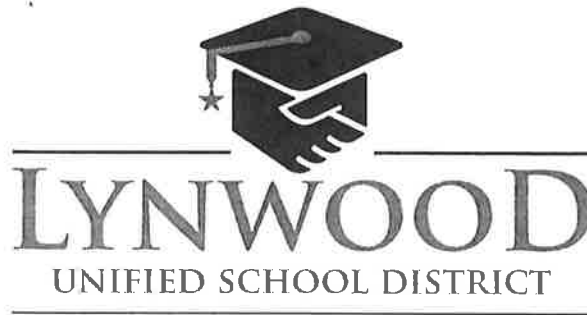
The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business officials' professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.



6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.

Michael D. Matthews, Ed.D.
Superintendent



**Manhattan Beach
Unified School District**

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September 23, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations in the County of Los Angeles Civil Grand Jury Report on
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Manhattan Beach Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

MANHATTAN BEACH UNIFIED SCHOOL DISTRICT

Michael D. Matthews, Ed.D,
Superintendent

Attachment

RESPONSE OF MANHATTAN BEACH UNIFIED SCHOOL DISTRICT TO
RECOMMENDATIONS IN THE LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON
SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL BE IMPLEMENTED. The District’s Deputy Superintendent has reviewed the GFOA best practices guidelines referenced in the Report. Copies of the GFOA best practices guidelines will be kept on file at the office of the Deputy Superintendent who acts as the chief business official for the District. The GFOA best practices guidelines do provide a number of helpful recommendations regarding the issuance of debt. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops and/or webinars related to best practices in the issuance of bonds offered by qualified individuals and organizations. These workshops will focus on best practices that are most relevant to California school districts and to the extent training on the GFOA best practices are incorporated into the discussion, then District officials will receive training at that time.

Recommendation No. 6.2: **“School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, but they represent just one source of information available to the District. Other sources that the District expects to utilize from time to time as applicable to its debt program are the Los Angeles County Office of Education (“LACOE”), the California Debt and Investment Advisory Commission (“CDIAC”), the Los Angeles Treasurer-Tax Collector, the California Association of School Business Officials (“CASBO”), as well as the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of these multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively. Relying only on the GFOA best practices guidelines could be insufficient in a number of respects as there may be situations in which the GFOA best practices guidelines conflict with or omit requirements applicable under California laws or recommended best practices from the foregoing sources. The District will be informed on the GFOA best practices but does not consider it appropriate to agree to implement them in all respects for the foregoing reasons.

Recommendation No. 6.3: **“School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. For the reasons listed above in the response to Recommendation No. 6.2, the District does not believe that sole reliance on, or the exclusive application of, the GFOA best practices guidelines to be the best approach for its debt issuances. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and given the multitude of recommended policies, procedures

and guidelines, it would be inappropriate for the District to document a comparison between its decisions regarding debt issuances and applicable GFOA best practices guidelines. In addition, it would be impractical and inefficient for the District's chief business official to document compliance with a number of the technical aspects of the GFOA best practices guidelines regarding bond structuring and pricing. The level of technical analysis and expertise required by certain of the GFOA best practices guidelines makes it appropriate for District officials to rely on outside experts such as its municipal advisor, who has a fiduciary duty to the District, the District's underwriter and the Los Angeles County Treasurer-Tax Collector to document certain of the more technical aspects of a particular issuance. While the District's chief business official should become familiar with relevant debt issuance guidelines and policies in order to make a judgment as to the best approach for a particular sale, the official should not be required to develop the same level of expertise as its municipal advisor. The District hires a municipal advisor for the purpose of representing the District so as to achieve the optimal financial structure for the District in a particular bond sale and to bring a detailed understanding of all of the technical elements of structuring a bond sale.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. The District agrees that it is important to ensure that bond issues placed before the electorate provide clear and precise language. The District has two bond measures on the ballot this November and in accordance with existing legal requirements, the District made certain that the ballot language and tax rate statement were clear and precise.



163 103-5050

MONTEBELLO UNIFIED SCHOOL DISTRICT
123 South Montebello Boulevard, Montebello, CA 90640-4729
(323) 887-7900 / (562) 806-7900

September 30, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response of the Recommendations of the 2015/16 Los Angeles County Civil
Grand Jury Final Report on Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

The undersigned is the Superintendent of the Montebello Unified School District ("District"), which recently received a copy of the 2015-16 Los Angeles County Civil Grand Jury Final Report on Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices ("Report"). This letter constitutes the District's Response, submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a), and 933.05(b).

6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with this recommendation and will implement this recommendation on or about September 30, 2016. The Los Angeles County Office of Education in partnership with other county agencies will conduct a School District Fiscal Summit which will include training on GFOA financing best practices. The Chief Business Official, and perhaps others on his staff, intend to participate in this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

The District will consider this recommendation. The GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los

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**Response of the Recommendation of the 2015/16 Los Angeles County Civil Grand Jury
Final Report
September 30, 2016
Page 2**

Angeles county Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor, and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with this recommendation and will implement this recommendation. In accordance with existing legal requirements, if and when the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

We hope the foregoing responds to the concerns of the Grand Jury. Should you have any questions about any of the above, please get in touch with the undersigned.

Very truly yours,



Susanna Contreras Smith
Superintendent

cc: Los Angeles County Office of Education



MOUNTAIN VIEW SCHOOL DISTRICT

ADMINISTRATIVE OFFICE

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Superintendent

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Assistant Superintendent
Business Services

Michelle Harold, Ed.D.
Assistant Superintendent
Personnel Services

Raymond Andry
Assistant Superintendent
Educational Services

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El Monte, CA 91732-3694
(626) 652-4500

Miramonte School
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(626) 652-4600

Monte Vista School
11111 Thienes Ave.
S. El Monte, CA 91733-4099
(626) 652-4650

Parkview School
12044 Elliott St.
El Monte, CA 91732-3799
(626) 652-4800

Payne School
2850 N. Mt. View Rd.
El Monte, CA 91732-3593
(626) 652-4900

Twin Lakes School
3900 Gilman Rd.
El Monte, CA 91732-2515
(626) 652-4400

Von-His School
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El Monte, CA 91732-2999
(626) 652-4450

Children's Center
2109 Burkett
El Monte, CA 91733-4113
(626) 652-4250

Magnolia Center
11919 Magnolia St.
El Monte, CA 91732-3401
(626) 652-4938

February 22, 2017

Los Angeles County Superior Court
Civil Grand Jury
Clara Shortridge Foltz Criminal Justice Center
210 West Temple St., 11th Floor Room 11-506
Los Angeles, California 90012

Attention: Joanne D. Saliba, Foreperson, 2016-17 Los Angeles County Civil Grand Jury
Douglas Benedict, Chair, 2016-17 Los Angeles County Civil Grand Jury

Re: Response of the Mountain View School District to the June 2016 Report
of Los Angeles County Civil Grand Jury Regarding Capital Appreciation
and Other School Bond Debt Pursuant to California Penal Code Sections
933.05(a) and (b), second letter

Dear Ms. Saliba and Mr. Benedict:

In response to your letter dated February 1, 2017, the Mountain View School District administration and Governing Board responded to the report dated June 30, 2016 with the attached letter. Since we had never passed a bond, our responses indicated that we had not issued certificates of participation nor capital appreciation bonds, but we would be sure to provide training to the Superintendent, Cabinet and members of the Governing Board to reinforce knowledge and compliance with the District's legal and financial obligations with respect to bond debt.

On November 8, 2016, the Mountain View School District passed its first General Obligation Bond. Prior to calling for the election, our Assistant Superintendent of Business Services, received training in best practices in Government Finance Officers Association financing best practices. The language placed on the ballot measure was reviewed by our bond counsel and the County of Los Angeles to ensure clarity and precision. In addition, the Mountain View School District Board of Education passed Board Policy #3470, intended to ensure the District's compliance with a fiscally prudent debt policy.

The following responses will hopefully be more specific and more clearly align with your list of possible responses.

District Report Pursuant to Penal Code Sections 933.05(b)

The Mountain View School District reports that pursuant to Penal Code section 933.05 (b)(1), the recommendations applicable to the District have been implemented as follows:

1. Recommendation 6.1: "School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices."

Response: Implemented. No further action is required.

2. Recommendation 6.2: "School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

Response: Implemented. No further action is required.

3. Recommendation 6.3: "School district chief business officials in Los Angeles County should document their review and application of appropriate Government Finance Officers best practices when issuing bonds or other types of debt."

Response: Implemented. No further action required.

4. Recommendation 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues."

Response: Implemented. No further action is required.

CONCLUSION

We appreciate the recommendations set forth in the Civil Grand Jury Report and will endeavor to provide training and periodic updates to Board members and administration consistent with the industry standard and considering the recommendations made in the Grand Jury report.

Respectfully,



Lillian Maldonado French
Superintendent

LMF:

cc: Governing Board
Margaret Chidester, Chidester & Associates



MOUNTAIN VIEW SCHOOL DISTRICT

ADMINISTRATIVE OFFICE

3320 Gilman Road, El Monte, California 91732-3201
(626) 652-4000 • www.mtviewschools.com

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DISTRICT ADMINISTRATION

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Superintendent

Darin De Knikker
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Business Services

Michelle Harold, Ed.D.
Assistant Superintendent
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Raymond Andry
Assistant Superintendent
Educational Services

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El Monte, CA 91732-3799
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(626) 652-4900

Twin Lakes School
3900 Gilman Rd.
El Monte, CA 91732-2515
(626) 652-4400

Voorhies School
3500 Turfee Ave.
El Monte, CA 91732-2999
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Children's Center
2109 Burkett
El Monte, CA 91733-4113
(626) 652-4250

Magnolia Center
11919 Magnolia St.
El Monte, CA 91732-3401
(626) 652-4938

September 9, 2016

Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple St., 11th Floor Room 11-506
Los Angeles, California 90012

Attention: Honorable Presiding Judge Carolyn B. Kuhl

Re: Response of the Mountain View School District to the June 2016 Report
of

Los Angeles County Civil Grand Jury Regarding Capital Appreciation
and Other School Bond Debt Pursuant to California Penal Code Sections
933.05(a) and (b)

Dear Judge Kuhl:

The Mountain View School District administration and Governing Board
thank the County of Los Angeles Civil Grand Jury for its thoughtful report dated June
30, 2016 entitled Capital Appreciation Bonds and Other School Bond Debt:
Consequences of Poor Financial Practices.”

District Report Pursuant to Penal Code Sections 933.05(b)

The Mountain View School District reports that pursuant to Penal Code
section 933.05 (b)(1), the recommendations applicable to the District have been
implemented as follows:

1. **Recommendation 6.1: “School district chief business/finance officials in
Los Angeles County should receive training in Government Finance
Officers Association financing best practices.”**

Response: The District has not issued certificates of participation, nor capital
appreciation bonds. However, before doing so, we will be sure to provide training for
the Superintendent, cabinet, and members of the Governing Board to reinforce
knowledge of and compliance with the District’s legal and financial obligations with
respect to all District bond debt.

2. **Recommendation 6.2: “School district chief business/finance officials in
Los Angeles County should use Government Finance Officers Association
financing best practices when issuing bonds or other types of debt.”**

Response: Please see response to Item 1.

3. **Recommendation 6.3: “School district chief business officials in Los Angeles County should document their review and application of appropriate Government Finance Officers best practices when issuing bonds or other types of debt.”**

Response: Please see answers to Items 1 and 2 above.

4. **Recommendation 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.**

Response: Please see answers to Items 1, 2 and 3.

CONCLUSION

We appreciate the recommendations set forth in the Civil Grand Jury Report and will endeavor to provide training and periodic updates to Board members and administration consistent with the industry standard and considering the recommendations made in the Grand Jury report.

Respectfully,



Lillian Maldonado French
Superintendent

LMF:

cc: Governing Board
Margaret Chidester, Chidester & Associates



1C - Doug

1100 North Grand Avenue
Walnut, CA 91789-1399

(909) 274-7500 • www.mtsac.edu

August 10, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response for Mt. San Antonio Community College District to the above-referenced Report of the County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



Michael D. Gregoryk
Vice President, Administrative Services

Attachment

BOARD OF TRUSTEES

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COLLEGE PRESIDENT / CEO – Dr. William T. Scroggins

RESPONSE TO RECOMMENDATIONS OF
MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

Governing Board Members

Michael R. Shapiro

John T. Solomon

Philip C. Ellis, Jr.

Christy Smith

Brian Walters



NEWHALL SCHOOL DISTRICT

COLLABORATE | INNOVATE | PERSEVERE | EXCEL

Paul Cordeiro

Superintendent

Jeff Pelzel

Assistant Superintendent

Instructional Services

Ronna Wolcott

Assistant Superintendent

Business Services

Alexis Yannich

Assistant Superintendent

Human Resources

Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

RE: Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Newhall School District (District)

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official's professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Governing Board Members

Michael R. Shapiro

Ben T. Solomon

Philip C. Ellis, Jr.

Christy Smith

Brian Walters



NEWHALL SCHOOL DISTRICT

COLLABORATE | INNOVATE | PERSEVERE | EXCEL

Paul Cordeiro

Superintendent

Jeff Pelzel

Assistant Superintendent

Instructional Services

Ronna Wolcott

Assistant Superintendent

Business Services

Alexis Yannich

Assistant Superintendent

Human Resources

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.

Sincerely,

Ronna Wolcott

Assistant Superintendent, Business Services



52-100004/

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August 22, 2016


Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Norwalk-La Mirada Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



Estuardo A. Santillan
Assistant Superintendent
Business Services

Attachment

BOARD OF EDUCATION

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Superintendent

RESPONSE TO RECOMMENDATIONS OF THE NORWAL-LA MIRADA UNIFIED
SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON
SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District's bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: "School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



Palmdale School District

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164 - 3.5.16

Teresa A. Santamaria
Business & Administrative
Services
39139 10th Street East
Palmdale, CA 93550
661-947-7191 Ext. 6512
661-789-6656 Fax
www.palmdalesd.org

September 30, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015-2016 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Palmdale School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Teresa A. Santamaria
Chief Business Officer

Attachment

Recommendations

6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.



**MALAGA COVE
ADMINISTRATION
CENTER**

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Donald B. Austin, Ed.D.
Superintendent of Schools

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Linda Reid
Clerk

Barbara Lucky
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Suzanne Seymour
Member

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Administrational Services, x 163
(310) 791-2919 (FAX)

Human Resources, x 417
(310) 791-2948 (FAX)

Pupil Services, x 551
(310) 378-1971 (FAX)

130 - Dwyg

Palos Verdes Peninsula Unified School District

September 20, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles
Civil Grand Jury
Capital Appreciation and Other School Bond Debt;
Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Palos Verdes Peninsula Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of *California Penal Code* Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Donald B. Austin, Ed.D.
Superintendent of Schools

Attachment

RESPONSE TO RECOMMENDATIONS OF
PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY
CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report
Paramount Unified School District (District)

✓✓

Recommendations

6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices

The District agrees with the recommendation and will implement. The district will participate in training sessions relating to GFOA financing best practices. The District will attend further training on April 2017. Additionally, the district has implemented a Debt Management Policy consistent with SB 1029.

6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.

March 14, 2017

251-3, 22, 17 Feb.
N.S.
RL

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the Paramount Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



Ruben P. Frutos
Assistant Superintendent, Business Services
Paramount Unified School District
15110 California Avenue
Paramount, CA 90723
Ph: 562-602-6025

Attachment



21-00-1111

Office of the President

August 2, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, California 90012

**SUBJECT: RESPONSE TO CAPITAL APPRECIATION AND OTHER SCHOOL BOND DEBT;
CONSEQUENCES OF POOR FINANCIAL PRACTICES - LOS ANGELES COUNTY
CIVIL GRAND JURY REPORT**

This communication is in response to memorandum dated June 23, 2016 regarding the above named subject. As required by California Penal Code Sections 933(c) and 933.05, a written response to recommendations 6.1, 6.2, 6.3, and 6.4 are being provided by the Pasadena Area Community College District (District).

The District has reviewed our Capital Bond and Refinancing and have the following in response to the Civil Grand Jury's (CGJ) recommendations:

Recommendation No. 6.1

School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

District Response, Part A: The District agrees with the finding.

District Response, Part B: The recommendation has not yet been implemented, but will be implemented in the future. The District will ensure that business and/or fiscal services management staff, attend a Government Finance Officers Association best practices training no later than June 30, 2017.

Recommendation No. 6.2

School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

District Response, Part A: The District agrees with the finding.

District Response, Part B: The recommendation has been implemented. The District uses the financial advisory services of KNN, Inc. (Pricing Consultant) for refunding/refinancing, and expects, in any future bond issuances, KNN, Inc. (Financing Consulting), or a similar financial advisor with expertise in California Community College issuances.

Recommendation No. 6.3

School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

District Response, Part A: The District agrees with the finding.

District Response, Part B: The recommendation has not yet been implemented. If the District pursues bond financing in the future and has attended the Government Finance Officers Association best practices training, this recommendation will be implemented.

Recommendation No. 6.4

Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term indebtedness of such issues.

District Response, Part A: The District agrees with the finding.

District Response, Part B: The recommendation has not yet been implemented. If the District pursues bond financing in the future, we will identify and include a financial advisor and bond counsel in the development of language for the bond measure, and implement the recommendation.

The District would like to thank you for your commitment to this topic. Any requests you may have for additional information may be directed to Dr. Richard S. Storti, Assistant Superintendent/Vice President of Business and Administrative Services. Dr. Storti may be reached at (626) 585-7239.

Sincerely,



Dr. Rajen Vurdien
Superintendent/President



60-24111

PASADENA UNIFIED SCHOOL DISTRICT
FACILITIES

August 16, 2016

Presiding Judge Carolyn B. Kuhl
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street, Eleventh Floor, Room 11-506
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury
Capital Appreciation and Other School Bond Debt; Consequences of Poor
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Pasadena Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

Nelson Cayabyab,
Chief Facilities Officer

Attachment

RESPONSE TO RECOMMENDATIONS OF PASADENA UNIFIED SCHOOL DISTRICT - LOS
ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

#150 - 5/24



BUSINESS SERVICES DIVISION

POMONA UNIFIED SCHOOL DISTRICT

800 South Garey Avenue, Pomona, California 91766

Phone: (909) 397-4800

ext. 23890

Fax: (909) 622-5895

Lupe.h.ruiz@pusd.org

To: Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor – Room 11-506
Los Angeles, CA 90012

From: Lupe H. Ruiz - Administrative Secretary to:
Leslie Barnes, Ed.D.
Assistant Superintendent/Chief Financial Officer
Business Services Division

Date: September 26, 2016

Subject: Response to Recommendations

~~~~~

Attached please find Pomona Unified School District's response to recommendations of the 2015-16 Los Angeles County Civil Grand Jury Report.

Please do not hesitate to contact me if you have any questions.

Thank you.

**Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report  
Pomona Unified School District**

**Recommendations**

***6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices***

The District agrees with the recommendation and will implement as long as there is no cost to the District. The Los Angeles County Office of Education (LACOE), in partnership other county agencies, will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

***6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt***

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report and believes they should be considered and applied if the District decides it is appropriate to do so when issuing bonds or other types of debt.

***6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt***

Before agreeing or disagreeing, further explanation is needed of the requirements of documentation and application of GFOA best practices when issuing bonds or other types of debt.

***6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.***

The District agrees with the recommendation and will implement. The District should ensure that all bond issues placed before the electorate include clear and precise language about the long-term indebtedness of such issues as long as it complies with state law. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



## County of Los Angeles CIVIL GRAND JURY

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER  
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012  
TELEPHONE (213) 628-7914 • FAX (213) 229-2595  
<http://www.grandjury.co.la.ca.us/>

June 23, 2016

Richard Martinez, Superintendent  
Pomona Unified School District  
800 South Garey Avenue  
Pomona, CA 91766

In Re: CAPITAL APPRECIATION AND OTHER SCHOOL BOND DEBT; CONSEQUENCES OF POOR  
FINANCIAL PRACTICES

Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

**NOTE: DO NOT DISCLOSE ANY REPORT CONTENTS PRIOR TO JUNE 30, 2016.**

Dear Mr. Martinez:

California Penal Code Section 933.05 (f) provides: "A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report."

The enclosed report will be released to the public on June 30, 2016.

A response to all Recommendations in a Civil Grand Jury Report is required by California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b) within ninety (90) days following the release of the report to the public, and no later than September 30, 2016. Responses shall be sent: Presiding Judge Carolyn B. Kuhl, Los Angeles County Superior Court, Clara Shortridge Foltz Criminal Justice Center, 210 West Temple Street, Eleventh Floor-Room 11-506, Los Angeles, California, 90012. Attached are the requirements contained in California Penal Code Section 933.05 (a) and 933.05 (b) for how to respond.

Sincerely,

A handwritten signature in black ink, appearing to read "Bart Benjamins", is written over a horizontal line.

Bart Benjamins, Foreperson  
2015-2016 Los Angeles County Civil Grand Jury

Encl:

**SUPERINTENDENT'S OFFICE  
RECEIVED**

**JUN 21 2016**

**POMONA UNIFIED  
SCHOOL DISTRICT**

133-8050

**Redondo Beach  
Unified  
School District**



September 23, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

1401 Inglewood Avenue

Redondo Beach

California 90278-3999

Re: Response to Recommendations in the County of Los Angeles Civil  
Grand Jury Report re Capital Appreciation and Other School Bond  
Debt; Consequences of Poor Financial Practices

Tel. 310 379-5449

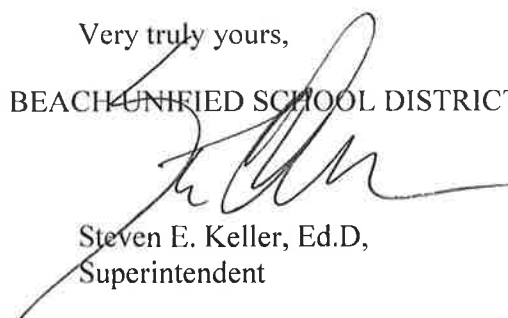
Fax 310 798-8610

Dear Judge Kuhl:

Attached is the response of the Redondo Beach Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

REDONDO BEACH UNIFIED SCHOOL DISTRICT

  
Steven E. Keller, Ed.D,  
Superintendent

Attachment

RESPONSE OF REDONDO BEACH UNIFIED SCHOOL DISTRICT TO RECOMMENDATIONS  
IN LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL BE IMPLEMENTED. The District’s Assistant Superintendent, Administrative Services, who is the District’s chief business official, has reviewed the GFOA best practices guidelines that were referenced in the Report. District employees actively participate in a variety of school business officials professional associations and have attended, and will continue to attend, workshops related to best practices in the issuance of bonds. The Assistant Superintendent, Administrative Services plans to attend the Los Angeles County Office of Education (“LACOE”) September 30, 2016 workshop on fiscal matters which will include training on the GFOA guidelines which will implement this recommendation. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official of the District.

Recommendation No. 6.2: **“School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. Implementing this recommendation would require that the District use all of the GFOA best practices guidelines when issuing debt. While the GFOA best practices guidelines are an important and useful reference, the District does not think that they should be implemented on a wholesale basis without regard to other information supplied to the District by the LACOE, the Los Angeles Treasurer-Tax Collector, the California Association of School Business Officials (“CASBO”), the California Debt and Investment Advisory Commission (“CDIAC”), the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA best practices guidelines exclusively. For the foregoing reasons, using the GFOA best practices to the exclusion of other recommendations and guidelines available to the District from other sources, including those referenced above, would not be warranted.

Recommendation No. 6.3: **“School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. As described in the response to Recommendation No. 6.2 above, the District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, where applicable. Given the multitude of quality advisory resources, it would inappropriate for the District to single out the GFOA guidelines as the sole measure for a comparison between District decisions regarding debt issuances and applicable GFOA best practices. As one example of how policies and debt issuance requirements continue to evolve, and in some cases differ from GFOA, the Governor recently signed SB 1029 which will require the District to adopt a debt management policy that includes elements not referenced by GFOA. The District looks to comply with a number of procedures and recommendations in its bond

issuances including recommended practices in the District's Disclosure Procedures adopted in 2014, and recommendations from the Los Angeles County Treasurer's Office, LACOE, CASBO, CDIAC, bond counsel, disclosure counsel, municipal advisors and underwriters. For the foregoing reasons, implementing this recommendation is not warranted.

Recommendation No. 6.4: **"Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



TERESA DREYFUSS  
SUPERINTENDENT/PRESIDENT

September 26, 2016

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Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/2016 Los Angeles County Civil  
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;  
Consequences of Poor Financial Practices

Dear Judge Kuhl,

Attached is our response to the above-referenced Report of County of Los Angeles Civil  
Grand Jury. This "Response to Recommendations" is submitted pursuant to the  
requirements of California Penal Code Sections 933 (c), 933.05(a) and 933.05 (b).

Sincerely,

Teresa Dreyfuss  
Superintendent/President

cc Myeshia Armstrong

Attachment

RESPONSE FROM  
RIO HONDO COMMUNITY COLLEGE DISTRICT  
TO RECOMMENDATIONS OF THE  
2015-2016 LOS ANGELES COUNTY CIVIL GRAND  
JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: "School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices."

Yes, the district will consider and implement this recommendation. The District intends to direct staff to attend GFOA financing best practices training to be conducted by either the Los Angeles county Office of Education or at conferences or symposiums regularly attended by District Staff.

Recommendation No. 6.2: "School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

Yes, the District will consider and implement this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report, and the information was helpful. The District reviews and utilizes numerous resources in connection with its debt issuance program. GFOA provisions that are deemed relevant and consistent with the District's desired outcomes will be utilized by District staff during the bond issuance process, together with a wealth of other resources.

Recommendation No. 6.3: "School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

No, the District disagrees with this recommendation and does not intend to implement this recommendation. The district draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources and the unique nature of each bond issue, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: "Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues."

Yes, the District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.

3907 Rosemead Blvd.  
Rosemead, CA 91770  
Phone: 626-312-2900  
Fax: 626-312-2906



AMY ENOMOTO-PEREZ, Ed.D., Superintendent

**BOARD OF TRUSTEES**

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Ronald Esquivel  
Rhonda Harmon  
John Quintanilla

September 9, 2016

**RECEIVED**

**SEP 15 2016**

**OFFICE OF  
PRESIDING JUDGE**

Honorable Carolyn B. Kuhl  
Presiding Judge  
Los Angeles County Superior Court  
Stanley Mosk Courthouse  
111 North Hill Street  
Los Angeles, CA 90012

**Re: Rosemead School District's Response to 2015-2016 Grand Jury Report Titled  
"Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor  
Financial Practices"**

Dear Judge Kuhl:

In accordance with California Penal Code section 933 and 933.05, this correspondence serves as the response of the Rosemead School District ("District") to the 2015-2016 Grand Jury Report titled "Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices" (the "Report"). Specifically, this correspondence responds to Recommendations 6.1, 6.2, 6.3 and 6.4 of the Report<sup>1</sup>.

**DISTRICT'S RESPONSE TO GRAND JURY'S RECOMMENDATIONS**

First, we wish to commend the Grand Jury on its study of Capital Appreciation Bonds (CABs) and for its words of caution that relate to the need to be cognizant of and to follow practices that have the potential of minimizing risk and financial hardship for the districts in the future. What follows is the District's responses to the four Grand Jury Recommendations this District has been asked to respond to.

**Recommendation 6.1:** School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

**Response to Recommendation 6.1:** Although the recommendation will not be implemented as presented, the District will review the GFOA best practices guidelines that are referred to in the Report and copies of these guidelines will be maintained by the chief business official. Employees of the District

<sup>1</sup> The Report contains a total of ten (10) Recommendations. However, Recommendations 6.5-6.10 are specifically directed towards the Los Angeles Board of Supervisors, the Los Angeles County Office of Education, the Los Angeles County Auditor-Controller and/or the Los Angeles County Office of the Treasurer-Tax Collector.

**Fax Numbers:**

Business Office: 626-312-2907 • Child Development: 626-312-2918 • Human Resources: 626-307-6148  
Educational Services: 626-312-3814 • Special Education & Support Services: 626-312-2913 • Superintendent's Office: 626-312-2906  
Nutrition Services: 626-312-2921 • Payroll: 626-312-2916 • Purchasing: 626-312-2915

participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. One such workshop, titled School District Fiscal Training Summit, is scheduled for September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will attend. It is believed that other training programs would be duplicative.

**Recommendation 6.2:** School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

**Response to Recommendation 6.2:** Although the recommendation will not be implemented as presented, the District expects to utilize a multitude of sources, including consulting the GFOA guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications. These resources are likely to include the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, Bond Counsel, investment bankers, and other consultants knowledgeable of bond financing practices.

**Recommendation 6.3:** School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

**Response to Recommendation 6.3:** The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

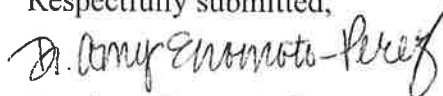
**Recommendation 6.4:** Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

**Response to Recommendation 6.4:** Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include "[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate." (Elections Code section 9401(a)(4).) Therefore, to the extent that this Recommendation requires that the District comply with Elections Code

section 9401, this Recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code 9401.

The District thanks the Grand Jury for its service and recommendations. Please contact the undersigned should you have any questions.

Respectfully submitted,

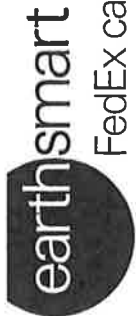
A handwritten signature in black ink, reading "Dr. Amy Enomoto-Perez". The signature is written in a cursive, flowing style.

**Dr. Amy Enomoto-Perez**  
**Superintendent of Schools**

cc: Los Angeles Grand Jury  
Rosemead District Board of Trustees

**ROSEMEAD SCHOOL DISTRICT**  
3907 N. Rosemead Blvd.  
Rosemead, CA 91770

**Honorable Carolyn B. Kuhl**  
**Presiding Judge**  
**Los Angeles County Superior Court**  
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Signature Declaration

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Signature Declaration

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**Superintendent of Schools**  
Julie Saylor Mitchell, Ed.D.

September 27, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, California 90012

Presiding Judge Carolyn B. Kuhl:

In response to the 2015-16 Civil Grand Jury Report regarding Capital Appreciation and Other School Bond Debt; Consequences of Poor Financial Practices, as directed in Section VI of the report, following are Rowland Unified School District's responses to Recommendations 6.1, 6.2, 6.3, and 6.4.

**6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.**

Agree in part. The District believes the chief business/finance official should be familiar with the GFOA best practices. Formal training regarding GFOA best practices could be a component of this education process if there were no cost to the District for such training.

✓ This recommendation has been implemented. The chief business/finance official has reviewed the GFOA best practices publications available on the GFOA website.

**6.2 School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.**

Agree in part. The GFOA best practices provide general guidelines and recommendations for various aspects of the bond issuance process. While the District will take GFOA best practices into consideration when issuing bonds, in some instances, based upon market conditions, policy considerations, or financial goals, the District may not use a specific best practice.

| This recommendation has been implemented. The District will consider GFOA best practices when issuing bonds in the future.

**Board Vision:** The Rowland Unified School District promotes, expects, and accepts nothing short of excellence. We have a collective commitment to be the best school district in California.

**Mission:** The mission of the Rowland Unified School District, the progressive international community united in learning, is to empower students so that each actualizes his or her unique potential and responsibly contributes to a global society, through a system distinguished by rigorous academics, innovative use of technology, creative exploration, and nurturing learning experiences.

**6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.**

Disagree in whole. The District disagrees with the inference of the finding that the lack of documentation of the review and application of GFOA best practices led to greater issuance of capital appreciation bonds. The grand jury report does not address the key drivers behind the use of capital appreciation bonds: declining assessed values, Prop 39 tax rate limitations, and the unwillingness of certain districts to delay projects or return to their electorates for additional tax rate capacity.

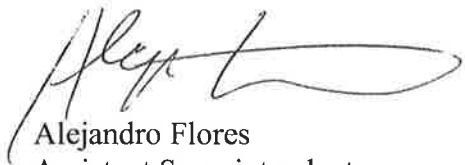
+ This recommendation will not be implemented. Creating a formal documentation process would require staff time, increasing operational costs, and would not address the causes of capital appreciation bond issuance.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.**

✓ Agree in part. The District agrees that all election language should adhere to the various election, education, and government code sections applicable to bond elections and indebtedness disclosure including the recent amendments to Election Code Section 9401 made by Assembly Bill 2551 requiring disclosure of the total estimated debt service of bonds placed before voters.

This recommendation will be implemented if and when the District places a bond measure before its electorate.

Sincerely,



Alejandro Flores  
Assistant Superintendent  
Administrative Services Division

c: Julie S. Mitchell, Superintendent of Schools

**Board Vision:** The Rowland Unified School District promotes, expects, and accepts nothing short of excellence.  
We have a collective commitment to be the best school district in California.

**Mission:** The mission of the Rowland Unified School District, the progressive international community united in learning, is to empower students so that each actualizes his or her unique potential and responsibly contributes to a global society, through a system distinguished by rigorous academics, innovative use of technology, creative exploration, and nurturing learning experiences.



# SAN GABRIEL UNIFIED SCHOOL DISTRICT

*"Our Children's Future is our Mission"*

408 JUNIPERO SERRA DRIVE • SAN GABRIEL, CALIFORNIA 91776  
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August 12, 2016

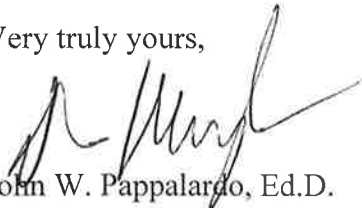
Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury  
Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the San Gabriel Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



John W. Pappalardo, Ed.D.  
Superintendent

Attachment

## ADMINISTRATION

JOHN W. PAPPALARDO, Ed.D., *Superintendent* • JOYCE YEH, *Assistant Superintendent, Business Services*  
CATHIE OLSKY, Ed.D., *Interim Assistant Superintendent, Educational Services* • ANNA MOLINAR, *Assistant Superintendent, Human Resources*

## RESPONSE TO RECOMMENDATIONS OF SAN GABRIEL UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

### RECOMMENDATIONS

**Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

**Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

# *San Marino Unified School District*

ADMINISTRATIVE OFFICES  
TELEPHONE: (626) 299-7000  
FAX: (626) 299-7010

1665 WEST DRIVE  
SAN MARINO, CALIFORNIA 91108-2594

#198

Doag  
completed 11/2/2016

September 30, 2016

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury  
Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the San Marino Unified District to the above-referenced Report of  
County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted  
pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,



Julie Boucher  
Assistant Superintendent, Business Services

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report  
San Marino Unified School District

**Recommendations**

**6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

**6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

The District has referenced and used the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



13C-0001

September 26, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, 11<sup>th</sup> Floor – Room 11-506  
Los Angeles, California 90012

Honorable Judge Kuhl:

The Santa Monica Community College District ("SMC") has reviewed the recommendation of the Civil Grand Jury contained in its report entitled "Capital Appreciation Bonds and Other School Bond Debt: Consequence of Poor Financial Practice." Although SMC was not identified as one of the agencies engaging in poor practices, and no findings were made in connection with it, we have been requested to respond to the four recommendations. Set forth below is our response:

**6.1 School district chief business/finance official in Los Angeles County should receive training in Government Finance Officers Association ("GFOA") financing best practices.**

SMC agrees with the recommendation and will implement it. The Los Angeles County Office of Education ("LACOE") in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. SMC officials will attend this training on September 30, 2016.

**6.2 School district chief business/finance official in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bond or other types of debt.**

SMC partially disagrees with the finding. SMC does not agree that the GFOA guidelines should be the only resource relied upon in the debt issuance process, but SMC does agree that the GFOA guidelines should be one of the resources SMC consults during the debt issuance process. SMC has reviewed the GFOA best practices guidelines referenced in the report and will incorporate them into the library of resources that it consults during its debt issuance decision making process. Additionally, SMC will send SMC officials to trainings and seminars covering GFOA best practices, so the SMC officials will have greater familiarity with practices suggested by the GFOA Guidelines.

**6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officer Association best practices when issuing bonds or other types of debt.**

SMC disagrees with this recommendation and will not implement this recommendation. The GFOA best practices guidelines are one of several resources that SMC consults through the various stages of the debt issuance process. Since the decision-making process includes a number of sources and factors in addition to the GFOA guidelines, creating a requirement that SMC staff compare and document each step in the decision making process with the relevant GFOA guidelines would be inappropriate. In addition, it would place an additional burden on the limited resources of staff, diverting time away from other, more useful tasks related to SMC's debt management.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.**

SMC agrees with the recommendation and will implement it. To the best of its knowledge and based upon advice from its bond counsel, SMC complies with the applicable legal requirements when submitting ballot measures to the electorate, which includes the submission for dissemination to the electorate, the ballot measure language, a tax rate statement, and an impartial analysis of County Counsel. These materials provide clear and precise language regarding the long-term indebtedness associated with bonds to be approved by the measure.

Sincerely,

A handwritten signature in black ink, reading "Jeffery Shimizu". The signature is fluid and cursive, with the first name "Jeffery" and last name "Shimizu" clearly distinguishable.

Jeffery Shimizu  
Executive Vice President



117- Police

SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

September 26, 2016

The Honorable Carolyn B. Kuhl  
Judge of the Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015-16 Los Angeles County Civil Grand Jury  
Final Report: *Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices*

Dear Judge Kuhl:

Attached is the response of the Santa Monica-Malibu Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

A handwritten signature in black ink, reading "Janice L. Maez".

Janice L. Maez  
Associate Superintendent, Business and Fiscal Services  
Chief Financial Officer

Attachment

**SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT**

1651 Sixteenth Street • Santa Monica • California 90404-3891 • (310) 450-8338 • [www.smmusd.org](http://www.smmusd.org)

**Board of Education:** Craig Foster • Oscar de la Torre • José Escarce • María Leon Vazquez

Laurie Lieberman • Ralph Mechur • Richard Tahvildaran-Jesswein

**Co-Interim Superintendents:** Christopher King and Sylvia Rousseau

**Santa Monica-Malibu Unified School District (District)**  
**Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury**  
**Report: *Capital Appreciation Bonds and Other School Bond Debt; Consequences of Poor***  
***Financial Practices***

**Recommendations**

**6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District is unable to attend this training on September 30, 2016. However, District employees actively participate in a variety of school business officials’ professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

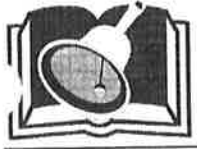
The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

**6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if and when the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



September 26, 2016

The Honorable Carolyn B. Kuhl  
Presiding Judge, Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, CA 90012

Re: Response of **Saugus Union School District** to 2015-2016 Los Angeles County Civil Grand Jury Report *"Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices"*

Dear Judge Kuhl:

On behalf of the Saugus Union School District ("SUSD"), I respectfully submit the following responses to recommendations 6.1 through 6.4, inclusive, in the June 23, 2016 report, *"Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices"* as directed for SUSD's response.

**Grand Jury Recommendations: 6.1 through 6.4**

**R6.1.** *School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.*

**Response:** The recommendation has not yet been implemented, but upon SUSD's review of current training efforts it will be implemented, assuming the training is reasonably available (120-145 days).

***R6.2.** School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.*

**Response:** The recommendation will not be implemented because it is not warranted, given SUSD's current practices. SUSD currently uses a number of practices consistent with various Government Finance Officers Association (GFOA) best practices listed in the Report. These practices and procedures are similar in many respects to the GFOA "Debt Management Policy" which is referenced in the Report. To illustrate the point: SUSD uses a municipal advisor for all debt issues. SUSD consistently confers with a municipal advisor and bond counsel when evaluating possible refunding issues, including among other key financial and legal considerations, expected debt service savings, optimal times for completing the refunding, efficiencies of the escrow, and federal and state legal limits applicable to the type of debt instrument being refunded and the refunding structure. SUSD has a 'Community Facilities District Funding Policy/Local Goals and Policies' that addresses legal requirements and sound municipal financing practices for bond issues under the Mello Roos Act, including appraisal standards, overall tax rate and lien-to-value standards, and credit enhancement requirements such as property owner letters of credit. SUSD adopts a 'Post Issuance Compliance Policy' for every tax exempt debt issue very similar to the NABL Post Issuance Compliance Checklist GFOA recommends as best practices. Similarly, SUSD is furnished with bond and disclosure counsel memoranda and SEC Guidance Documents on continuing disclosure after each debt issue. SUSD retains an expert third-party consultant for ongoing and annual compliance with continuing disclosure requirements, and for federal rebate calculations and other ongoing administration obligations for tax-exempt debt.

Although there may not be a single debt issuance policy document, SUSD has adopted various written policies and uses established protocol and procedures to assist in implementing and administering its debt issues. With the specific training in GFOA best practices, as indicated under the response to ***R6.1***, SUSD staff will be able to augment current practices, as necessary.

***R6.3.** School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.*

**Response:** The recommendation will not be implemented because it is not warranted – see response under ***R6.2***. It is possible SUSD will develop additional practices to document compliance and general bond administration requirements.

The Honorable Carolyn B. Kuhl  
Presiding Judge of the Los Angeles Superior Court  
September 26, 2016  
Page 3

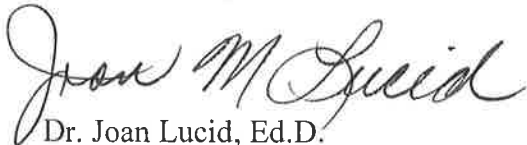
***R6.4.** Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.*

**Response:** The recommendation will not be implemented because this matter is covered under statutory requirements and absent change in the statutory requirements, the matter is largely out of SUSD's control.

SUSD appreciates the opportunity to respond to the designated Recommendations in the Report. Please contact SUSD in the event further information or explanation is required.

Respectfully submitted,

SAUGUS UNION SCHOOL DISTRICT

A handwritten signature in cursive script, reading "Joan M. Lucid".

Dr. Joan Lucid, Ed.D.  
Superintendent

cc: SUSD Governing Board

59-1048



1886

SOUTH PASADENA UNIFIED SCHOOL DISTRICT

August 17, 2016

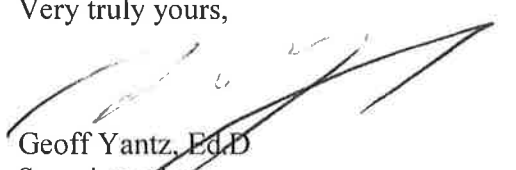
Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury  
Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the South Pasadena Unified School District to the above-referenced Report of the County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

  
Geoff Yantz, Ed.D  
Superintendent  
South Pasadena Unified School District

Attachment

RESPONSE TO RECOMMENDATIONS BY THE SOUTH PASADENA UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials’ professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.



11200 Telechron Ave., Whittier, CA / 90605 / (562) 944-6231

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Jan Baird  
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Francisco "Javi" Santana

CENTRAL ADMINISTRATION  
Gail Baxter, Superintendent  
Cecilia Laidemitt, Associate Superintendent, Administrative Services  
and Personnel Management  
Martha Mestanza-Rojas, Associate Superintendent, Educational Services  
Mark Keriakous, Associate Superintendent, Business Services

September 1, 2016

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil  
Grand Jury Final Report; Capital Appreciation and Other School Bond Debt;  
Consequences of Poor Financial Practices

Dear Judge Kuhl:

Attached is the response of the South Whittier School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,

Mark Keriakous, Associate Superintendent, Business Services

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report  
South Whittier School District (District)

**Recommendations**

**6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

**6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



# Sulphur Springs Union School District

## Serving Grades - K - 6



27000 Weyerhaeuser Way, Santa Clarita, CA 91351 661-252-5131 [www.sssd.k12.ca.us](http://www.sssd.k12.ca.us)

Canyon Springs Community School  
Leona Cox Community School  
Pinetree Community School

Fair Oaks Ranch Community School  
Mint Canyon Community School  
Sulphur Springs Community School

Golden Oak Community School  
Mitchell Community School  
Valley View Community School

August 11, 2016

### **CERTIFIED MAIL RETURN RECEIPT REQUESTED**

Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple St., 11<sup>th</sup> Floor Room 11-506  
Los Angeles, California 90012

Attention: Honorable Presiding Judge Carolyn B. Kuhl

Re: Response of the Sulphur Springs School District to the June 2016 Report of  
Los Angeles County Civil Grand Jury Regarding Capital Appreciation and Other School  
Bond Debt Pursuant to California Penal Code Sections 933.05(a) and (b)

Dear Judge Kuhl:

The Sulphur Springs Union School District administration and Governing Board thank the County of Los Angeles Civil Grand Jury for its thoughtful report dated June 30, 2016 entitled Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices.” The report is particularly timely for the Sulphur Springs Union School District because over one year ago, at the Board’s direction, we undertook our own comprehensive evaluation of the District’s outstanding bond indebtedness. With the assistance of our municipal advisor, Caldwell Flores Winters, Inc. (“CFW”), the District initiated a comprehensive Debt Restructuring Program focused on reducing outstanding BAN and COP indebtedness.

As a part of this overall restructuring, the Board and District administration received comprehensive training through a series of workshops and Board presentations that not only educated our Board about the issuance of school debt but provided a road map for steps that the Board will be taking over the next five years to reduce the District’s overall debt and manage its facilities program. These presentations were made during open sessions of Board meetings to ensure that the public received the same information. The Board received these presentations in June, July and August 2015. Additionally, CFW has regularly attended Board meetings to update us on changes in the SEC and MSRB rules and regulations, the District’s outstanding indebtedness, our progress with the restructuring of our debt and the District’s general obligation authorization.

**District Report Pursuant to Penal Code Sections 933.05(b)**

The Sulphur Springs School District reports that pursuant to Penal Code section 933.05 (b)(1), the recommendations applicable to the District have been implemented as follows:

- 1. Recommendation 6.1: “School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.”**

**Response:** As detailed above, on its own initiative and before the issuance of the grand jury report, the District commenced extensive training, not only for the District’s CBO, but also for the Superintendent, cabinet, and members of the Governing Board to reinforce knowledge of and compliance with the District’s legal and financial obligations with respect to all District bond debt.

- 2. Recommendation 6.2: “School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

**Response:** See response to Item 1. Additionally, the debt restructuring process already begun by the District in 2015 with municipal finance counsel CFW, and prior to the issuance of the grand jury report will implement industry standards so as to reduce, limit, and pay off existing debt, and to carefully consider the potential consequences before taking on new debt.

- 3. Recommendation 6.3: “School district chief business officials in Los Angeles County should document their review and application of appropriate Government Finance Officers best practices when issuing bonds or other types of debt.”**

**Response:** See answers to Items 1 and 2 above. As part of the above described training from municipal finance counsel CFW, the District’s CBO and administration learned how to document and commenced keeping detailed records of due diligence with respect to issuance of debt.

- 4. Recommendation 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.”**

**Response:** See answers to Items 1, 2 and 3. The training sessions included significant information about the new statutory requirements of AB 182. The Board, Superintendent, and CBO are now trained in these requirements should it become necessary to consider placing a new bond issue before District voters. Additionally, they are supported by ongoing updates from CFW expert municipal finance counsel.

Los Angeles County Superior Court  
August 11, 2016  
Page 3

**CONCLUSION**

We appreciate the recommendations set forth in the Civil Grand Jury Report and will endeavor to continue providing training and periodic updates to Board members and administration consistent with the industry standard and considering the recommendations made in the Grand Jury report.

This response was adopted by unanimous Board action on August 10, 2016.

Respectfully,

A handwritten signature in black ink, appearing to read "Catherine Kawaguchi". The signature is fluid and cursive, with the first name "Catherine" written in a larger, more prominent script than the last name "Kawaguchi".

Catherine Kawaguchi, Ed. D.  
Superintendent

CK:

cc: Governing Board  
Yuri Calderon, Caldwell Flores Winters, Inc.  
Margaret Chidester, Chidester & Associates

13 - Lued



**Temple City Unified School District**  
Committed to 21<sup>st</sup> Century Academic Excellence

Board of Education Members

Vinson Bell • Kenneth Knollenberg • Lawrence A. Marston • John Pomeroy

Superintendent

Kathryn E. Perini

August 9, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to Recommendations to County of Los Angeles Civil Grand Jury  
Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Temple City Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,

A handwritten signature in dark ink, appearing to read "K. E. Perini", is written over a horizontal line.

Kathryn E. Perini

Attachment

RESPONSE TO RECOMMENDATIONS OF TEMPLE CITY UNIFIED SCHOOL DISTRICT -  
LOS ANGELES COUNTY CIVIL GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

Recommendation No. 6.1: **“School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

Recommendation No. 6.2: **“School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

Recommendation No. 6.3: **“School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

Recommendation No. 6.4: **“Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

125-906000



## TORRANCE UNIFIED SCHOOL DISTRICT

2335 PLAZA DEL AMO  
P.O. BOX 2954  
TORRANCE, CALIFORNIA 90509-2954  
TELEPHONE (310) 972-6500  
[www.tusd.org](http://www.tusd.org)

**BOARD OF EDUCATION**  
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**SUPERINTENDENT  
OF SCHOOLS**  
GEORGE W. MANNON, Ed.D.

September 26, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor – Room 11-506  
Los Angeles, CA 90012

Re: Los Angeles County Civil Grand Jury Report - Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices

Dear Judge Kuhl:

On or about June 22, 2016, the Torrance Unified School District ("District") received a copy of the Los Angeles County Civil Grand Jury Report – Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices ("Report"). In Section V of the Report it requests that the District respond to Recommendations 6.1, 6.2, 6.3, and 6.4. In accordance with Penal Code section 933 and 933.05, this correspondence serves as the District's response.

The District acknowledges and appreciates the time and effort that the Grand Jury took to review the past use of Capital Appreciation Bonds (CABs) by Los Angeles County public school districts and for addressing the potential financial hazards associated with school district capital improvement programs. What follows is the District's responses to the Grand Jury Recommendations 6.1, 6.2, 6.3, and 6.4 that the District was asked to respond.

Recommendation 6.1: School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices.

Response to Recommendation 6.1: Although the recommendation will not be implemented as presented, the District will review the GFOA best practices guidelines that are referred to in the Report. Employees of the District participate in several school business officials' associations that conduct workshops which have, and will undoubtedly include in the future, topics related to bond measures, the type of bond instruments in the market, and debt service ratios. The Los Angeles County Office of Education has scheduled a workshop, School District Fiscal Training Summit, on September 30, 2016, with co-presenters from GFOA and County Auditor-Controller and Treasurer-Tax Collector offices, which the District will likely attend. It is believed that other training programs would be duplicative.

September 26, 2016  
Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Page 2 of 2

Recommendation 6.2: School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.

Response to Recommendation 6.2: Although the recommendation will not be implemented as presented, the District will likely utilize a number of sources, including but not limited to the GFOA best practices guidelines, for the purpose of making informed decisions regarding bond issuance and evaluation of debt service implications in the future. The District will consider information from a variety of sources, including advice and counsel from financing experts.

Recommendation 6.3: School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.

Response to Recommendation 6.3: The recommendation will not be implemented. The District will consult GFOA Guidelines should it consider issuing bonds or other types of financing in the future, but will not limit itself to this source alone as it intends to rely upon a variety of sources for the provision of advice and counsel regarding debt issuance. For these reasons, the recommendation does not appear to align with how such matters will be handled by the District in the future.

Recommendation 6.4: Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues.

2  
Response to Recommendation 6.4: Although the recommendation will not be implemented as presented, existing law requires that a tax rate statement be included with all bond issues placed before the electorate. (Elections Code section 9401(a).) Among other things, the tax rate statement must include "[T]he best estimate from official sources of the total debt service, including the principal and interest, that would be required to be repaid if all the bonds are issued and sold. The estimate may include information about the assumptions used to determine the estimate." (Elections Code section 9401(a)(4).) Therefore, to the extent that this Recommendation requires that the District comply with Elections Code section 9401, this Recommendation has been implemented. Should the District consider an additional bond issuance, it will adhere to the requirements imposed by Elections Code section 9401.

Respectfully submitted,

  
Dr. George Mannon  
Superintendent

cc: Los Angeles Grand Jury  
Torrance Unified School District Board of Education



# VALLE LINDO SCHOOL DISTRICT

1431 North Central Avenue, South El Monte, CA 91733-3388  
Tel: (626) 580-0610 extension 101

BOARD OF TRUSTEES  
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REYNALDO SOTO

DISTRICT SUPERINTENDENT  
MARY LOUISE LABRUCHERIE, Ed.D.

✓✓✓

248-317,17

R.L. R.L.

LL

March 9, 2017

Dear Joanne D. Saliba, Foreperson Los Angeles Grand Jury:

In response to your letter dated February 1, 2017, please be advised that the Valle Lindo School District does not have Capital Appreciation Bonds or any other school bond debt. I have been a superintendent in this district since 1992 and the Valle Lindo School District has never obtained Capital Appreciation Bonds or any other school bond debt.

Sincerely,

M. L. Labrucherie, Ed. D.  
Superintendent



## County of Los Angeles CIVIL GRAND JURY

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER  
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012  
TELEPHONE (213) 628-7914 • FAX (442) 247-3890  
<http://www.grandjury.co.la.ca.us/>

February 1, 2017

Valle Lindo Unified School District  
Dr. Mary Louise Labrucherie, Superintendent  
1431 N. Central Ave.  
South El Monte, CA 91733

Dear Superintendent Labrucherie,

The 2015-2016 Los Angeles County Civil Grand Jury made findings and recommendations to you in its Final Report. In reviewing the mandated responses to these, the 2016-2017 Civil Grand Jury has found your response to: **Capital Appreciation Bonds & Other School Bond Debt: Consequences for Poor Financial Practices, Sections 6.1, 6.2, 6.3, 6.4**, is either missing or incomplete. (See link to access the Final Report: <http://grandjury.co.la.ca.us/pdf/LOSANGELESCOUNTY2015-016CIVILGRANDJURYFINALREPORT.pdf>)

California State Penal Code Section 933.05 (B) (3) (see attachment) requires your response. We are requesting that you review and respond to the issues cited above within 30 days from the date of this letter.

Your response should indicate either agreement or disagreement with the findings and include your actions on the recommendations. These may be any of the following:

1. Implemented. No further action is required.
2. Will Not Implement. The reasons for this response must be given.
3. Will Implement. The anticipated date for implementation must be given.
4. More Analysis Required. The scope and schedule for completion of the proposed analysis must be given.

We thank you in advance for your effort in resolving this issue. Please send your response to the address above. Together, we are fulfilling our lawful obligations to our fellow citizens and our government. If you have questions, please contact Douglas Benedict at 213-628-7914.

Sincerely,

A handwritten signature in cursive script, reading "Joanne D. Saliba".

Joanne D. Saliba, Foreperson, 2016-2017 Los Angeles County Civil Grand Jury

A handwritten signature in cursive script, reading "Douglas Benedict".

Douglas Benedict, Chair, Continuity Committee, 2016-2017 Los Angeles County Civil Grand Jury

933.05. (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

(c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

# Walnut Valley Unified School District

"KIDS FIRST - Every Student, Every Day"

155-10000

Robert P. Taylor, Ed.D., Superintendent  
880 S. Lemon Avenue • Walnut, California 91789 • Tel. (909) 595-1261

September 28, 2016

The Honorable Carolyn B. Kuhl  
Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

Re: Response to the Recommendations of the 2015/16 Los Angeles County Civil Grand Jury  
Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the Walnut Valley Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Very truly yours,



Michael R. Hodson  
Assistant Superintendent, Business Services

Attachment

Response to Recommendations of the 2015-2016 Los Angeles County Civil Grand Jury Report  
Walnut Valley Unified School District (District)

**Recommendations**

**6.1 School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District agrees with the recommendation and will seek to implement; with the caveat that “should” is not implied to be “shall.” The Los Angeles County Office of Education (LACOE) in partnership other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District expects to attend this training on September 30, 2016.

**6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines and generally follows them. However, as a non-governmental advocacy organization based in Chicago they are but one of many resources used for information and guidance. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.



## County of Los Angeles CIVIL GRAND JURY

CLARA SHORTRIDGE FOLTZ CRIMINAL JUSTICE CENTER  
210 WEST TEMPLE STREET • ELEVENTH FLOOR • ROOM 11-506 • LOS ANGELES, CALIFORNIA 90012  
TELEPHONE (213) 628-7914 • FAX (213) 229-2595  
<http://www.grandjury.co.la.ca.us/>

June 23, 2016

Dr. Robert Taylor, Superintendent  
Walnut Valley Unified School District  
880 South Lemon Avenue  
Walnut, CA 91789

In Re: CAPITAL APPRECIATION AND OTHER SCHOOL BOND DEBT; CONSEQUENCES OF POOR  
FINANCIAL PRACTICES

Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury

**NOTE: DO NOT DISCLOSE ANY REPORT CONTENTS PRIOR TO JUNE 30, 2016.**

Dear Dr. Taylor:

California Penal Code Section 933.05 (f) provides: "A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report."

The enclosed report will be released to the public on June 30, 2016.

A response to all Recommendations in a Civil Grand Jury Report is required by California Penal Code Sections 933 (c), 933.05 (a), and 933.05 (b) within ninety (90) days following the release of the report to the public, and no later than September 30, 2016. Responses shall be sent: Presiding Judge Carolyn B. Kuhl, Los Angeles County Superior Court, Clara Shortridge Foltz Criminal Justice Center, 210 West Temple Street, Eleventh Floor-Room 11-506, Los Angeles, California, 90012. Attached are the requirements contained in California Penal Code Section 933.05 (a) and 933.05 (b) for how to respond.

Sincerely,

A handwritten signature in black ink, appearing to read "Bart Benjamins", is written over a horizontal line.

Bart Benjamins, Foreperson

2015-2016 Los Angeles County Civil Grand Jury

Encl:



10 - Javier  
D. Foltz

July 27, 2016

Clara Shortridge Foltz, Criminal Justice Center  
County of Los Angeles, Civil Grand Jury  
210 West Temple Street, 11<sup>th</sup> Floor, Room 11-506  
Los Angeles, CA 90012

Dear Ms. Foltz:

The City of West Covina has been a proactive community regarding transparency and availability of information for our residents and visitors alike. The City underwent an extensive overhaul of its City website in 2014, updating both outdated information and providing a more user friendly interface for finding information about City programs, services, meetings, and events.

The City received the Civil Grand Jury Report regarding the transparency related to information about appointed commissions. We were pleased to receive notification that our website was judged to be satisfactory for ease of use, and appreciated the suggested areas for improvement. City staff have updated the City's website at [www.westcovina.org](http://www.westcovina.org) to include the suggested improvements as of the authoring of this letter.

We continue the renewal of our commitment to transparency for our community, both on our website and in person.

Sincerely,

A handwritten signature in black ink, appearing to read 'CFreeland'.

Chris Freeland  
City Manager



**BOARD OF  
TRUSTEES**

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*Michael Flowers*  
Clerk

*Daniel C.  
Monarrez*  
Member

*Jessica C.  
Shewmaker*  
Member

  
*Charles D.  
Hinman, Ed.D.,*

*West Covina Unified School District*

August 16, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

RE: Response to Recommendations to County of Los Angeles Civil Grand Jury  
Capital Appreciation and Other School Bond Debt; Consequences of Poor  
Financial Practices

Dear Judge Kuhl:

Attached is the response of the West Covina Unified School District to the above-referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

Sincerely,



Charles D. Hinman, Ed.D.  
Superintendent

mpk

RESPONSE TO RECOMMENDATIONS OF  
THE WEST COVINA UNIFIED SCHOOL DISTRICT - LOS ANGELES COUNTY CIVIL  
GRAND JURY REPORT ON SCHOOL BOND DEBT

RECOMMENDATIONS

**Recommendation No. 6.1: “School district chief business/ finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices.”**

WILL NOT BE IMPLEMENTED. The District has reviewed the GFOA best practices guidelines that were referenced in the Report. They are clear and helpful. It is not believed that external training on those practices is warranted. District employees actively participate in a variety of school business officials professional associations and have attended and will continue to attend workshops related to best practices in the issuance of bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**Recommendation No. 6.2: “School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. GFOA best practices guidelines are an important and useful reference, along with information supplied to the District by the Los Angeles County Office of Education, the Los Angeles Treasurer-Tax Collector, the District’s bond counsel, municipal advisor and investment banker. The District expects to draw upon the input of multiple sources of information in making decisions regarding debt issuance, and not limit itself to using GFOA guidelines exclusively.

**Recommendation No. 6.3: “School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt.”**

WILL NOT BE IMPLEMENTED. The District expects to draw upon a variety of sources of reliable information regarding the issuance of debt, including GFOA best practices, and due to the multitude of excellent advisory resources, it would inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**Recommendation No. 6.4: “Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues.”**

WILL BE IMPLEMENTED. In accordance with existing legal requirements, if and when, the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure.

**DISTRICT OFFICE**  
41014 N. 50<sup>th</sup> Street West  
Canyon Hills, CA 93536  
(661) 722-0716  
www.westside.k12.ca.us

**Westside**



**Union School District**

*Pointing the way, providing the path*

**BOARD OF TRUSTEES**

John Curiel  
Steve DeMarzio  
Linda Jones  
Patricia K. Shaw  
Joan Sodergren

**REGINA L. ROSSALL**  
District Superintendent

September 7, 2016

**ROBERT HUGHES**  
Deputy Superintendent  
Human Resources

**MARGUERITE JOHNSON**  
Assistant Superintendent  
Educational Services

**SHAWN CABEY**  
Assistant Superintendent  
Administrative Services

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, CA 90012

RE: Response to Recommendations of the 2015-2016 Los Angeles County Civil  
Grand Jury Report – Westside Union School District (District)

**SCHOOL SITES**

**ANAVERDE HILLS SCHOOL**  
Kristin Kruizinga, Principal

**COTTONWOOD SCHOOL**  
Laura Duran, Principal

**DEL SUR SCHOOL**  
Jessica Kott, Principal

**EL LARANZA SCHOOL**  
Nicole Hernandez, Principal

**GREGG ANDERSON  
ACADEMY**  
Shelly Dearing, Co-Principal  
Tom Morreale, Co-Principal

**HILLVIEW MIDDLE SCHOOL**  
Rodney Lots, Co-Principal  
Jennifer Slater-Sanchez,  
Co-Principal

**JOE WALKER MIDDLE  
SCHOOL**  
Steve Wood, Principal

**LEONA VALLEY SCHOOL**  
Cathy Bennett, Principal

**QUARTZ HILL SCHOOL**  
Andrea Paxton, Principal

**RANCHO VISTA SCHOOL**  
Cathy Bennett, Principal

**SUNDOWN SCHOOL**  
Timothy Barker, Principal

**VALLEY VIEW SCHOOL**  
Rebecca Davis, Principal

**WESTSIDE ACADEMY**  
Darius Rutkowski-Hines  
Principal Teacher

**Recommendations**

**6.1 School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association (“GFOA”) financing best practices**

The District agrees with the recommendation and will implement. The Los Angeles County Office of Education (LACOE) in partnership with other county agencies will conduct a School District Fiscal Summit which will include training in GFOA financing best practices. The District will attend this training on September 30, 2016.

**6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt**

The District agrees in principle with this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many School Business Official professional associations and have attended and will continue to attend workshops and study materials related to best practices in issuing bonds, including those offered by the GFOA. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

**6.3 School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt**

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

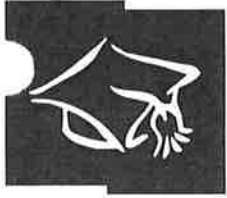
**6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bond indebtedness of such issues**

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Council recommendations and follow all legal requirements.

Thank you.



Shawn Cabey  
Assistant Superintendent  
Administrative Services



# Whittier Union High School District

**BOARD OF TRUSTEES:** Mr. Leighton Anderson, President · Mr. Tim Schneider, Vice President · Dr. Ralph Pacheco, Clerk  
Mr. Russell Castañeda Calleros, Member · Mr. Jeff Baird, Member

**SUPERINTENDENT:** Mr. Martin J. Plourde **DEPUTY SUPERINTENDENT:** Mr. Loring Davies

**ASSISTANT SUPERINTENDENTS:** Mr. Kevin Jamero · Dr. Monica Oviedo

9401 South Painter Avenue • Whittier, California 90605-2729 • 562-698-8121

August 23, 2016

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street, Eleventh Floor – Room 11-506  
Los Angeles, CA 90012

RE: Response to the Findings and Recommendations of the LA County Civil Grand Jury in  
the Case of Capital Appreciation Bonds (CABs) and Other School Bond Debt:  
Consequences of Poor Financial Practices – **Whittier Union High School District**

Dear Judge Kuhl:

The Whittier Union High School District has reviewed the findings and recommendations of the Government Finance Officers Association (GFOA) in the above referenced Report of County of Los Angeles Civil Grand Jury. This “Response to Recommendations” is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a) and 933.05(b).

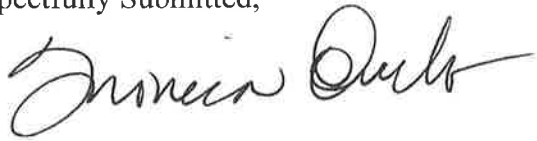
1. WUHSD agrees with and will implement Recommendation 6.1. The District will train its Chief Business Official in GFOA financing best practices via Los Angeles County Office of Education (LACOE) training on September 30, 2016.
2. WUHSD will consider recommendation 6.2. WUHSD has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. District employees actively participate in many school business official’s professional associations and have attended and will continue to attend workshops related to best practices in issuing bonds. Copies of GFOA best practice guidelines will be kept on file at the office of the chief business official.
3. WUHSD will consider recommendation 6.3. WUHSD draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to GFOA best practices. There exists a multitude of excellent advisory resources regarding debt issuances and applicable GFOA best practices. WUHSD is currently exploring an advanced refunding of its \$37,266,949.25 in 2009A series CABs; the estimated projected tax liability savings is \$27,000,000.

*It is the mission of the Whittier Union High School District to  
achieve and maintain excellence in providing a comprehensive education for all students.*

4. WUHSD agrees with and will implement recommendation 6.4. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bond indebtedness of such a measure. We will follow Bond Counsel recommendations and follow all legal requirements.

The Whittier Union High School District takes seriously the faith and confidence of the tax payers within its community and is working diligently to ensure its compliance with the best practices set forth by the GFOA and the Los Angeles County Civil Grand Jury.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Monica Oviedo", with a stylized, flowing script.

Monica Oviedo, Ed.D.

Assistant Superintendent, Business Services

11/90  
DB  
9/22/16  
agree + will implement  
will consider w/ explanation  
disagree will not implement  
agree + will implement

Go - Don't



William S. Hart Union High School District

September 8, 2016

The Honorable Carolyn B. Kuhl  
Presiding Judge of the Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, CA 90012

Re: 2015-16 Los Angeles County Civil Grand Jury Final Report "Capital Appreciation Bonds  
And Other School Bond Debt: Consequences of Poor Financial Practices"

Dear Honorable Judge Kuhl:

William S. Hart Union High School District ("School District") has reviewed the comments and recommendations set out in "Capital Appreciation Bonds And Other School Bond Debt: Consequences of Poor Financial Practices" from the 2015-16 Los Angeles County Civil Grand Jury Final Report ("Report"). Pursuant to California Penal Code §933.05(a), (b) and (c) and as requested pursuant to Section VI of the Report, the School District provides the following response to each of the grand jury's recommendations.

**Background Information:**

Measure V. On November 6, 2001, voters within the School District approved "Measure V" and authorized the School District to issue the maximum principal amount of general obligation bonds ("GO Bonds") not to exceed \$158 million to finance the school construction and improvement projects referenced within that bond measure. Measure V gathered more than the required bond approval threshold (55% of votes cast) with 70.75% affirmative vote. The School District issued its first series of GO Bonds on May 22, 2003, and subsequently issued the second and final series on June 23, 2005. Additionally, on March 7, 2012, the School District issued its Series 2012 GO Refunding Bonds to refund a portion of the outstanding Series A and provided a

total tax savings of over \$9.9 million to taxpayers within the School District. As of today, the School District has accessed all of the bond authorization under Measure V.

Measure SA. On November 4, 2008, the community approved "Measure SA," a GO Bond authorization in the amount of \$300 million to finance additional school construction and modernization needs. Similar to Measure V, Measure SA gathered strong support with a 60.61% affirmative vote. In 2009, the School District issued the Series A GO Bonds and 2009 Bond Anticipation Notes ("BANs") under the Measure SA authorization in order to fund the planned construction projects approved by the voters in a timely manner and to take advantage of the low construction costs existent at that time. Subsequently, in 2011 and 2013, the School District issued the Measure SA Series B and Series C GO Bonds, respectively. Most recently, on June 30, 2016, the School District issued its Series 2016 GO Refunding Bonds to refund a portion of the District's outstanding Measure SA Series A Bonds and provided a total tax savings of over \$3.6 million to taxpayers within the School District. As of today, the School District has approximately \$16 million of remaining bond authorization under Measure SA.

It should also be noted that the School District (i) worked collaboratively with the Los Angeles County ("County") Treasurer-Tax Collector's office for each of the issuances of its Measure V and SA GO Bonds, (ii) issued all of the above-referenced GO Bonds and Notes prior to Assembly Bill 182 ("AB 182") becoming effective in 2014 (with the exception of the 2016 Refunding Bonds which were not subject to the requirements of AB 182) and (iii) did not experience significant declines in its assessed valuation as was the case with some other districts within the County during the recent recession.

Please reference Table 1, below, for detailed repayment information regarding the School District's GO Bond issuances under Measure V and please reference Table 2, below, for the same information regarding Measure SA. As shown in Tables 1 and 2, the bond debt service to principal repayment ratios for each individual series are well below the 4 to 1 limitation set out in Education Code Section 15144.1, which is one of the statutory changes made by AB 182.

**Table 1**  
**Detailed Debt Service Repayment Calculations under Measure V**  
**Approved by School District Voters in 2001**

| Bond Series      | Dated Date | Bond Principal         |                            |                         | Bond Repayment          |                           |            |
|------------------|------------|------------------------|----------------------------|-------------------------|-------------------------|---------------------------|------------|
|                  |            | Current Interest Bonds | Capital Appreciation Bonds | Total Principal         | Total Debt Service      | Debt Service to Par Ratio | Term       |
| 2003 Series A    | 5/22/2003  | \$70,000,000.00        | \$0.00                     | \$70,000,000.00         | \$122,978,904.38        | 1.76 to 1                 | 24 Years   |
| 2005 Series B    | 6/238/05   | \$21,800,000.00        | \$66,196,106.40            | \$87,996,106.40         | \$165,816,181.11        | 1.88 to 1                 | 24 Years   |
| 2012 GO Ref.     | 3/7/2012   | \$48,945,000.00        | \$0.00                     | \$48,945,000.00         | (\$9,954,160.83) [1]    | 1.47 to 1                 | 16 Years   |
| <b>Total [2]</b> | <b>N/A</b> | <b>\$91,800,000.00</b> | <b>\$66,196,106.40</b>     | <b>\$157,996,106.40</b> | <b>\$278,840,924.66</b> | <b>1.76 to 1</b>          | <b>N/A</b> |

[1] Represents only the interest savings realized with the issuance of the 2012 GO Refunding Bonds.

[2] Totals do not include the principal amounts associated with the 2012 GO Refunding Bonds.

**Table 2**  
**Detailed Debt Service Repayment Calculations under Measure SA**  
**Approved by School District Voters in 2008**

| Bond Series      | Dated Date | Bond Principal          |                            |                         | Bond Repayment          |                           |            |
|------------------|------------|-------------------------|----------------------------|-------------------------|-------------------------|---------------------------|------------|
|                  |            | Current Interest Bonds  | Capital Appreciation Bonds | Total Principal         | Total Debt Service      | Debt Service to Par Ratio | Term       |
| 2009 Series A    | 6/10/2009  | \$32,470,000.00         | \$42,704,766.10            | \$75,174,766.10         | \$218,971,172.83        | 2.91 to 1                 | 24 Years   |
| 2009 BANs        | 11/4/2009  | \$41,525,000.00         | \$0.00                     | \$41,525,000.00         | \$45,354,931.25         | 1.09 to 1                 | 3 Years    |
| 2011 Series B    | 11/30/2011 | \$13,830,000.00         | \$26,737,733.90            | \$40,567,733.90         | \$120,372,611.88        | 2.97 to 1                 | 25 Years   |
| 2013 Series C    | 2/21/2013  | \$153,830,000.00        | \$14,450,123.00            | \$168,280,123.00        | \$310,862,152.23        | 1.85 to 1                 | 26 Years   |
| 2016 GO Ref      | 6/30/2016  | \$26,735,000.00         | \$0.00                     | \$26,735,000.00         | (\$3,692,028.61) [1]    | 1.30 to 1                 | 10 Years   |
| <b>Total [2]</b> | <b>N/A</b> | <b>\$200,130,000.00</b> | <b>\$83,892,623.00</b>     | <b>\$284,022,623.00</b> | <b>\$691,868,839.58</b> | <b>2.44 to 1</b>          | <b>N/A</b> |

[1] Represents only the interest savings realized with the issuance of the 2016 GO Refunding Bonds.

[2] Totals do not include the principal amounts associated with the 2009 BANs or the 2016 GO Refunding Bonds.

Additionally, please reference Table 3, below, for the history of the School District's assessed value changes during fiscal years 1979-1980 to 2016-2017.

**Table 3**  
**Historical Assessed Valuation**  
**from Fiscal Year 1979-1980 to Fiscal Year 2016-2017**

| Fiscal Year | Local Secured      | Utility      | Unsecured       | Total            | Growth % |
|-------------|--------------------|--------------|-----------------|------------------|----------|
| 1979/1980   | Data Not Available |              |                 | \$1,544,191,240  | N/A      |
| 1980/1981   |                    |              |                 | \$1,865,629,148  | 20.82%   |
| 1981/1982   |                    |              |                 | \$2,256,696,697  | 20.96%   |
| 1982/1983   |                    |              |                 | \$2,722,611,195  | 20.65%   |
| 1983/1984   |                    |              |                 | \$3,007,705,113  | 10.47%   |
| 1984/1985   |                    |              |                 | \$3,385,362,772  | 12.56%   |
| 1985/1986   |                    |              |                 | \$3,844,476,398  | 13.56%   |
| 1986/1987   |                    |              |                 | \$4,420,132,117  | 14.97%   |
| 1987/1988   |                    |              |                 | \$5,118,971,213  | 15.81%   |
| 1988/1989   |                    |              |                 | \$5,575,579,332  | 8.92%    |
| 1989/1990   | \$6,561,358,341    | \$28,178,173 | \$198,272,727   | \$6,787,809,241  | 21.74%   |
| 1990/1991   | \$7,953,256,964    | \$37,349,022 | \$368,794,019   | \$8,359,400,005  | 23.15%   |
| 1991/1992   | \$9,303,237,146    | \$41,536,399 | \$414,170,868   | \$9,758,944,413  | 16.74%   |
| 1992/1993   | \$9,848,840,127    | \$33,553,410 | \$406,553,695   | \$10,288,947,232 | 5.43%    |
| 1993/1994   | \$10,269,447,170   | \$37,497,899 | \$403,599,923   | \$10,710,544,992 | 4.10%    |
| 1994/1995   | \$10,493,632,457   | \$34,712,626 | \$403,806,319   | \$10,932,151,402 | 2.07%    |
| 1995/1996   | \$10,326,224,508   | \$33,308,191 | \$468,516,205   | \$10,828,048,904 | -0.95%   |
| 1996/1997   | \$10,534,811,551   | \$34,160,282 | \$506,641,541   | \$11,075,613,374 | 2.29%    |
| 1997/1998   | \$10,949,763,472   | \$34,632,415 | \$540,861,517   | \$11,525,257,404 | 4.06%    |
| 1998/1999   | \$11,460,892,735   | \$36,101,566 | \$683,713,243   | \$12,180,707,544 | 5.69%    |
| 1999/2000   | \$12,551,034,966   | \$30,543,259 | \$776,019,114   | \$13,357,597,339 | 9.66%    |
| 2000/2001   | \$14,140,792,979   | \$39,182,173 | \$710,116,866   | \$14,890,092,018 | 11.47%   |
| 2001/2002   | \$15,650,563,708   | \$35,197,209 | \$857,767,541   | \$16,543,528,458 | 11.10%   |
| 2002/2003   | \$17,467,311,611   | \$35,126,949 | \$837,206,812   | \$18,339,645,372 | 10.86%   |
| 2003/2004   | \$19,819,886,817   | \$81,416,271 | \$810,063,605   | \$20,711,366,693 | 12.93%   |
| 2004/2005   | \$22,618,445,494   | \$51,343,788 | \$799,911,669   | \$23,469,700,951 | 13.32%   |
| 2005/2006   | \$27,083,336,746   | \$49,531,382 | \$847,997,711   | \$27,980,865,839 | 19.22%   |
| 2006/2007   | \$30,588,748,336   | \$46,969,217 | \$949,649,134   | \$31,585,366,687 | 12.88%   |
| 2007/2008   | \$33,414,651,379   | \$39,053,825 | \$1,051,994,426 | \$34,505,699,630 | 9.25%    |
| 2008/2009   | \$34,966,897,765   | \$12,970,609 | \$1,230,651,208 | \$36,210,519,582 | 4.94%    |
| 2009/2010   | \$32,883,723,795   | \$39,221,595 | \$1,243,057,723 | \$34,166,003,113 | -5.65%   |
| 2010/2011   | \$32,577,925,405   | \$42,286,023 | \$1,166,113,509 | \$33,786,324,937 | -1.11%   |
| 2011/2012   | \$32,749,890,834   | \$41,967,599 | \$1,113,366,851 | \$33,905,225,284 | 0.35%    |
| 2012/2013   | \$32,133,487,830   | \$41,967,599 | \$1,151,190,716 | \$33,326,646,145 | -1.71%   |
| 2013/2014   | \$32,904,001,822   | \$9,410,995  | \$1,142,324,709 | \$34,055,737,526 | 2.19%    |
| 2014/2015   | \$35,502,492,273   | \$7,701,513  | \$1,159,889,415 | \$36,670,083,201 | 7.68%    |
| 2015/2016   | \$37,381,038,670   | \$4,764,954  | \$1,147,782,943 | \$38,533,586,567 | 5.08%    |
| 2016/2017   | \$39,194,716,644   | \$5,090,240  | \$1,100,453,770 | \$40,300,260,654 | 4.58%    |

Source: California Municipal Statistics.

**Recommendation 6.1:**

"School district chief business/finance officials in Los Angeles County should receive training in Government Finance Officers Association financing best practices."

**District Response:**

The School District agrees with the recommendation and will implement. The Los Angeles County Office of Education ("LACOE") in partnership other county agencies will conduct a School District Fiscal Summit which will include training in Government Finance Officers Association ("GFOA") financing best practices. The School District plans to attend this training on September 30, 2016.

**Recommendation 6.2:**

"School district chief business/finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt."

**District Response:**

The School District will consider this recommendation. The School District has reviewed the GFOA best practices guidelines referenced in the Report. They are clear and helpful. School District employees actively participate in many school business official's professional associations and have attended, and will continue to attend, workshops and other educational opportunities related to best practices in issuing bonds and other forms of securities. Copies of the GFOA best practices guidelines will be kept on file at the office of the District's Chief Business Official (or equivalent official).

**Recommendation 6.3:**

"School district chief business/finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt."

**District Response:**

The School District disagrees with this recommendation and will not implement this recommendation. The School District draws upon a variety of sources of reliable information regarding issuing debt, including, but not exclusive to the GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the School District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

**Recommendation 6.4:**

"Each school district in Los Angeles County should ensure that all bond issues placed before the electorate include clear and precise language about the long-term bond indebtedness of such issues."

**District Response:**

The School District agrees with the recommendation and will implement. Under existing legal requirements, if the School District places a bond measure before the electorate, the appropriate

legal documents and disclosures will include all required information about the long-term bond indebtedness, and repayment thereof, included in such a measure. The School District will follow Bond Counsel's recommendations concerning the requirements for bond measures placed before the electorate and conform with all applicable legal requirements.

On behalf of the William S. Hart Union High School District, we share your interest in ensuring that our community understands what is included in school district bond measures and management of public agency debt obligations.

This response was adopted by Governing Board action on September 7, 2016.

Sincerely,



Vicki Engbrecht  
Superintendent  
William S. Hart Union High School District

Cc: Rob Anslow, Esq. - Bowie, Arneson, Wiles, Giannone  
Jesse Landre, Associate Director, Cooperative Strategies, LLC



# Wilsona School District

## Board of Trustees

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## Superintendent

Teresa Grey

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18050 East Avenue O, Palmdale, CA 93591 ♦ Phone: (661) 264-1111 ♦ Fax: (661) 261-3259

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July 5, 2016

**Presiding Judge Carolyn B. Kuhl**  
**Los Angeles County Superior Court**  
**Clara Shortridge Foltz Criminal Justice Center**  
**210 West Temple Street**  
**Eleventh Floor – Room 11-506**  
**Los Angeles, CA 90012**

Honorable Judge Carolyn B. Kuhl,

The Wilsona School District is responding to the request dated June 23, 2015, in regards to the Grand Jury findings and recommendations of the *Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices*. In response to California Penal Code Section 933.05(a), the Wilsona School District agrees with the finding. In response to California Penal Code Section 933.05(b), the Wilsona School District reports that the recommendation has not yet been implemented, but will be implemented in the future before any potential bond efforts are undertaken. The Wilsona School District has never had a Capital Appreciation Bond (CAB) and due to the rural and poverty of the area Wilsona serves, the district has no bonding capacity. But if these circumstances were to change, the Wilsona School District would abide with recommendations 6.1, 6.2, 6.3 and 6.4 before proceeding with even a bond capacity study. Please contact me if there are any further concerns or questions.

Respectfully submitted,

Teresa A. Grey  
Superintendent



# Wiseburn Unified School District

Tom Johnstone, Ed.D., Superintendent

## Board of Trustees

Israel Mora, President • JoAnne Kaneda, Vice President/Clerk  
Neil Goldman, Member • Nelson Martinez, Member • Roger Bañuelos, Member

## Wiseburn Family of Schools

### Pre-Schools – Wiseburn Child Development Centers

Juan de Anza  
Juan Cabrillo

### Elementary Schools

Juan de Anza  
Peter Burnett  
Juan Cabrillo

### Middle School

Richard Henry Dana

### Da Vinci Charter Schools

Vinci Innovation  
Academy (K-8)

Wiseburn High School,  
Home of the Da Vinci  
High Schools:

Da Vinci Communications  
Da Vinci Design  
Da Vinci Science

### Da Vinci Chief Executive Officer

Matt Wunder, Ed.D

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Jennifer Morgan, Member

### Wiseburn District Office

13530 Aviation Boulevard  
Hawthorne, CA 90250

Phone: (310) 643-3025  
Fax: (310) 643-7659  
[www.wiseburn.k12.ca.us](http://www.wiseburn.k12.ca.us)

### Da Vinci Office

Phone: (310) 725-5800  
[www.davincischools.org](http://www.davincischools.org)

September 14, 2016

Presiding Judge

Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

RE: Response to the Recommendations of the 2015-16 Los Angeles County Civil Grand Jury Final Report; Capital Appreciation and Other School Bond Debt; Consequences of Poor Practices

Dear Judge Kuhl:

Attached is the response of the Wiseburn Unified School District to the above referenced Report of County of Los Angeles Civil Grand Jury. This "Response to Recommendations" is submitted pursuant to the requirements of California Penal Code Sections 933(c), 933.05(a), and 933.05(b).

Respectfully,

Dave Wilson, Chief Business Official

Copy: Tom Johnstone, Ed.D., Superintendent

Attachment

**Recommendations**

***6.1 School district chief business/ finance officials in Los Angeles County Should receive training in Government Finance Officers Association (GFOA) financing best practices***

The District agrees with the recommendation and will implement. The Los Angeles County Office of education (LACOE) in partnership with other county agencies is conducting a School District Fiscal Summit which will include training in GFOA financing best practices. The District plans on attending this training.

***6.2 School district chief business/ finance officials in Los Angeles County should use Government Finance Officers Association financing best practices when issuing bonds or other types of debt***

The District will consider this recommendation. The District has reviewed the GFOA best practices guidelines referenced in the Report. District employees actively participate in many school business official's professional associations and will attend workshops related to best practices in issuing bonds. Copies of the GFOA best practices guidelines will be kept on file at the office of the chief business official.

***6.3 School district chief business/ finance officials in Los Angeles County should document their review and application of appropriate Government Finance Officers Association best practices when issuing bonds or other types of debt***

The District disagrees with this recommendation and will not implement this recommendation. The District draws upon a variety of sources of reliable information regarding issuing debt, including, but not limited to GFOA best practices. Due to the multitude of excellent advisory resources, it would be inappropriate for the District to document a comparison between our decisions regarding debt issuances and applicable GFOA best practices.

***6.4 Each school district in Los Angeles County should ensure that all bond issues placed before the electorate includes clear and precise language about the long-term bonded indebtedness of such issues***

The District agrees with the recommendation and will implement. Under existing legal requirements, if the District places a bond measure before the electorate, the appropriate legal documents will include all required information about the long-term bonded indebtedness of such a measure. The district will follow bond council recommendations and follow all legal requirements.

R.7

ETO2V:

Everybody

Turn-Out to

Vote

## **RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT**

COUNTY OF LOS ANGELES – REGISTRAR-RECORDER/COUNTY CLERK (RR/CC)

SUBJECT: 2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
EVERYBODY TURN-OUT TO VOTE

RECOMMENDATION NO: 7.1 – Los Angeles County should give full financial support to the Registrar-Recorder/County Clerk's efforts to bring the new voting system to fruition.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been partially implemented. The effort to design a new voting system for Los Angeles County voters has received great support from various sources. Funding for the project has come from the Irvine Foundation, Los Angeles County's Quality and Productivity Commission, Federal Help America Vote Act (HAVA) funds and Los Angeles County CEO and Board of Supervisors. This funding has allowed us to successfully complete a great amount of research and arrive at a system design. Future funding will be needed for the following expenses: engineering, manufacturing, testing, certification, operational infrastructure, supportive technology, IT infrastructure, training, voter education and outreach. While the project has an allocated balance of \$49 million available in Voting Modernization (Prop 41) funds, it is expected that additional funding will be needed to complete system manufacturing, certification and implementation.

RECOMMENDATION NO: 7.2 – Los Angeles County and the Registrar-Recorder/County Clerk should make all reasonable efforts to develop and test the new BMD so that the new machines are able to be used county wide no later than the 2020 election.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been partially implemented and the RR/CC intends to meet that timeline. The RR/CC intends to implement the new Ballot Marking Device and other elements of the new voting experience such as new Vote by Mail packet and tally system, utilizing a phased implementation approach. That plan includes partial implementation by 2018 with full implementation by 2020. This approach is well-aligned with the recommendation.

RECOMMENDATION NO: 7.3 – Los Angeles County and the Registrar-Recorder/County Clerk should offer the new voting system, which is the most up-to-date technology method for secure voting, to other counties throughout the nation for a reasonable fee.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been partially implemented. The RR/CC is fully committed to an open and transparent process as reflected in the project's Voting System General Principles. Since the launch of the voting system development effort, the RR/CC has met with and presented to various other jurisdictions sharing the process and research findings and system development updates. While the priority of the project is to implement the best voting system solution for Los Angeles County voters, the RR/CC also hopes to impact the voting systems market and establish a model for the development and implementation of publicly-owned voting systems, as well as figure out a model to make the final voting system available to other counties. This will require careful consideration by the RR/CC regarding the most adequate intellectual property strategy and licensing approach.

RECOMMENDATION NO: 7.4 – Los Angeles County and the Registrar-Recorder/County Clerk should provide a minimum of five additional, secure Early Voting sites in the county for the 2016 Presidential General Election and also allow VBM ballot drop off at each site.

RESPONSE: The RRCC agrees with the finding in concept, but there are significant challenges with fully implementing the recommendation. The recommendation has not been implemented at this time. We are currently in the planning phases of implementing a significant expansion of VBM drop off locations for November. We are also exploring the feasibility of providing additional early voting locations in November, but there are operational concerns that need to be analyzed prior to implementation. Early voting is limited by our current voting system, but still possible given the appropriate infrastructure. Given the constraints of the voting system, we would need to provide all possible ballot styles at every location. Additionally, there are network connectivity issues that need to be addressed at each of these locations in order to check in voters. Finally, identifying/funding staffing at these locations for the early voting period is another administrative challenge that needs to be addressed.

RECOMMENDATION NO: 7.5 – Los Angeles County and the Registrar-Recorder/County Clerk should allocate funding to provide additional personnel to staff any additional, secure Early Voting or “will call” sites for the 2016 Primary and Presidential General Elections.

RESPONSE: The RR/CC agrees with the finding in concept. The recommendation has been partially implemented. The RR/CC rolled out eleven (11) Will Call Ballot Pickup and Ballot Drop-off sites for the 2016 Primary Election and funded the program through the RR/CC's established budget. The Department established good partnerships with other County departments and city clerks during the June Primary, and will seek to build on and expand on those partnerships for the 2016 Presidential General Election. The RR/CC is in the process of expanding ballot drop-off locations and evaluating the

staffing model for early voting/will call sites, as well as various other operational challenges that were listed in 7.4 above.

RECOMMENDATION NO: 7.6 – The Registrar-Recorder/County Clerk should institute a “will call” system of Early Voting for the next election after 2016, and determine optimal procedures and voter use.

RESPONSE: The RR/CC agrees with the finding in concept. The recommendation has been partially implemented. The RR/CC rolled out eleven (11) will call ballot pick up/drop-off sites during the 2016 Primary Election. The program had an 83% will call pick-up rate and received approximately 600 casted ballots, both from will call VBM and Permanent VBM. Although the casted ballots received from this program may be a small percentage of our permanent VBM population, our department was able to coordinate the operation through our own interdepartmental bureaus and program partners without any major issues. Moving forward, lessons learned, including optimal procedures and voter use, from the 2016 Primary General Election rollout will be applied to the 2016 Presidential General Election and beyond. See 7.4 and 7.5 above.

RECOMMENDATION NO: 7.7 – Los Angeles County and the Registrar-Recorder/County Clerk should take advantage of free publicity on individual city website and city cable channels to promote the upcoming changes in the voting system as each one is implemented.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been partially implemented. The RR/CC has begun the process of promoting the new voting system through the use of Los Angeles City’s cable channel. The RR/CC will continue to promote the new voting system, as it is implemented through other city cable channels and will began to incorporate promotion through city websites as well.

RECOMMENDATION NO: 7.8 – The Registrar-Recorder/County Clerk should address the public meeting of the Los Angeles County Board of Supervisors and all of the cities in Los Angeles to discuss opportunities for citizen involvement in voter outreach.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been implemented through direct meetings with County Supervisors and their staff, City Clerks, Elected Officials and the Secretary of State’s Office. The RR/CC also has a Community and Voter Outreach Committee that has been in existence since 2002 and meets quarterly to discuss voter needs. The RR/CC currently has over 300 community based organizations that we work directly with on voter outreach and voter outreach events. During the 2016 Primary Election, our department also engaged 90 city clerks through a digital email campaign that provided various resources needed for the election on a weekly basis.

RECOMMENDATION NO: 7.9 – The Registrar-Recorder/County Clerk should expand its use of social media for voter outreach in future elections, and should consider enlisting the public to help create and disseminate voter outreach messages.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been implemented. We have been very successful in the area of social media and interacting with the public about key election information. During the 2016 Primary General Election our social media outlets grew over 57 percent with our Twitter page having over 698,000 impressions and over 41,000 visits throughout the month of June. In addition, our department sent out 2.1 million e-blast messages and 651,099 robocalls to inform voters on critical information such as Get Out the Vote, No Party Preference options, and polling place information among many others. Our efforts will continue in this area for future elections.

RECOMMENDATION NO: 7.10 – A Registrar-Recorder spokesperson should make appearances on morning and evening televised newscasts to discuss and promote the turn-out to vote campaign.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been implemented. During the 2016 Primary General Election, our Department Head appeared on 45 televised newscasts to educate voters and promote voter turn-out. These appearances included ethnic media. Our efforts will continue in this area for future elections.

RECOMMENDATION NO: 7.11– A Register-Recorder/County Clerk spokesperson should schedule interviews on radio to promote the turn-out vote campaign.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been implemented. During the 2016 Primary General Election, our Department Head conducted more than a dozen interviews on various radio stations regarding voter education and promoting turnout. Our June 2016 media campaign included partnering with 5 major LA area radio companies, which enabled us to reach more than 10 million people in the region the 6 weeks leading up the election. Our messaging was included in banner ads, digital ads, 15-second spots on radio shows, talent endorsed spots, mobile applications and email blasts with a total reach of 34 million combined in the digital space. Our efforts will continue in this area for future elections.

RECOMMENDATION NO: 7.12 – The Registrar-Recorder/County Clerk should publicize the fact that VBM ballots can be postmarked on Election Day and still be counted.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been implemented. During the 2016 Primary General Election, each sample ballot mailed to

all 4.8 million voters on the file included an insert explaining that the law had changed and VBM ballots would be counted three days after the election if post marked on Election Day. Additionally, the RR/CC made telephone calls and sent emails to voters explaining the change in the law as well. The total number of robocall broadcasts was 651,099. In addition, we had a total of 1.5 million e-blasts that were sent out.

RECOMMENDATION NO: 7.13 – Los Angeles County and the Registrar Recorder/County Clerk should initiate a study and complete it by January 1, 2017, to determine methods to increase the use of VBM ballots, including government payment of return postage and voter outreach regarding VBM procedures.

RESPONSE: The RR/CC agrees with the finding. The Department will complete a study by the January 1, 2017 deadline, however providing postage to voters is a legislative/policy issue and the Department cannot act independently on the recommendation.

RECOMMENDATION NO: 7.14 – The Registrar-Recorder/County Clerk should reconsider sending a ballot, using business replay envelopes, to each registered voter.

RESPONSE: The RR/CC agrees with the finding. The Department will complete a study by the January 1, 2017 deadline, however providing postage to voters is a legislative/policy issue and the Department cannot act independently on the recommendation.

RECOMMENDATION NO: 7.15 – The Registrar-Recorder/County Clerk should organize a committee, to meet at least once per year, to re-examine the implementation of on-line voting.

RESPONSE: The RR/CC agrees with the finding. The recommendation has been partially implemented. In 2011, the RR/CC established the VSAP Advisory Committee to explore alternative voting methods and provide guidance through the development and implementation of a new system for the County. In 2012, the RR/CC established the VSAP Technical Advisory Committee to provide technical expertise in the evaluation of voting methods and technologies and in the development of the County's future voting system. These committees meet quarterly or more frequently, based on project demands. Through these Committees, it was determined that internet voting is not currently the best solution for the County. This determination was made due to security concerns and legal/regulatory restrictions in California. In order to incorporate some of the benefits of online tools, the RR/CC has designed an Interactive Sample Ballot that will allow voters to electronically mark and save selections on a sample ballot that can then be transferred, in person, to a Ballot Marking Device to mark an official ballot. This new feature, allows voters to take advantage of the convenience of online tools while maintaining system security. The VSAP Advisory Committee and Technical Advisory

Committee will continue to meet through system implementation and will continue to evaluate new voting methods, such as internet voting, as their functionality and security continue to evolve.



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

August 23, 2016

Board of Supervisors  
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First District

MARK RIDLEY-THOMAS  
Second District

SHEILA KUEHL  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

### 2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; - Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DT
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO<sub>2</sub>Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/CC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at [cthomas@ceo.lacounty.gov](mailto:cthomas@ceo.lacounty.gov).

SAH:JJ:FAD:CT:yjf

Attachments

"To Enrich Lives Through Effective And Caring Service"

Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only

COUNTY OF LOS ANGELES  
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
EVERYBODY TURN-OUT TO VOTE

**RECOMMENDATION NO: 7.1**

Los Angeles County should give full financial support to the Registrar-Recorder/County Clerk's efforts to bring the new voting system to fruition.

**RESPONSE:**

Agree. This recommendation has been partially implemented. The Los Angeles County continues to provide sufficient funding for the project. This funding has served as a matching fund to access external funding available and also has allowed the Registrar Recorder/County Clerk to research and select a system design.

**RECOMMENDATION NO: 7.2**

Los Angeles County and the Registrar Recorder/County Clerk should make all reasonable efforts to develop and test the new BMD so that the new machines are able to be used county wide no later than the 2020 election.

**RESPONSE:**

Agree. See the Registrar Recorder/County Clerk Department's response (Attachment K).

**RECOMMENDATION NO: 7.3**

Los Angeles County and the Registrar Recorder/County Clerk should offer the new voting system, which is the most up-to-date technological method for secure voting, to other counties throughout the nation for a reasonable fee.

**RESPONSE:**

Agree. The Registrar Recorder/County Clerk has partially implemented this recommendation presenting on the system to other jurisdictions. Further analysis is required to be able to provide the system to other counties throughout the nation for a reasonable fee.

**RECOMMENDATION NO: 7.4**

Los Angeles County and the Registrar Recorder/County Clerk should provide a minimum of five additional, secure Early Voting sites in the county for the 2016 Presidential General Election and also allow VBM ballot drop off at each site.

**RESPONSE:**

Agree. The Los Angeles County agrees with this recommendation in concept. See the Registrar Recorder/County Clerk Department's response (Attachment K).

**RECOMMENDATION NO: 7.5**

Los Angeles County and the Registrar-Recorder/County Clerk should allocate funding to provide additional personnel to staff any additional, secure Early Voting or "will call" sites established for the 2016 Primary and Presidential General Elections.

**RESPONSE:**

Los Angeles County agrees with the finding in concept. The recommendation has been partially implemented. Los Angeles County continues to provide sufficient funding and support to ensure the RR/CC is able to successfully conduct elections which includes the Department's ability to secure Early Voting or "will call" sites for the 2016 Primary and Presidential General Elections.

**RECOMMENDATION NO: 7.7**

Los Angeles County and the Registrar Recorder/County Clerk should take advantage of free publicity on individual city websites and city cable channels to promote the upcoming changes in the voting system as each one is implemented.

**RESPONSE:**

Agree. See the Registrar Recorder/County Clerk Department's response (Attachment K).

**RECOMMENDATION NO: 7.13**

Los Angeles County and the Registrar Recorder/County Clerk should initiate a study and complete it by January 1, 2017, to determine methods to increase the use of VBM ballots, including government payment of return postage and voter outreach regarding the VBM procedures.

**RESPONSE:**

Agree. See the Registrar Recorder/County Clerk Department's response (Attachment K).

R.8

ICE IN  
L.A.



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

August 23, 2016

Board of Supervisors  
HILDA L. SOLIS  
First District

MARK RIDLEY-THOMAS  
Second District

SHEILA KUEHL  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

### 2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; -- Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DH
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO<sub>2</sub>Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/KC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at [cthomas@ceo.lacounty.gov](mailto:cthomas@ceo.lacounty.gov).

SAH:JJ:FAD:CT:yjf

Attachments

"To Enrich Lives Through Effective And Caring Service"

Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only

COUNTY OF LOS ANGELES  
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
ICE IN LA

**RECOMMENDATION NO.8.1**

Los Angeles County and Los Angeles county Sheriff's Department should maintain and increase their relationships with state and federal agencies.

**RESPONSE**

Agree. Los Angeles County agrees with the recommendation and it has been implemented. The Los Angeles County maintains a strong relationship with state and federal agencies and works with the Sheriff's Department to report on its internal policies, practices and procedures it develops in cooperation with these government agencies.

**RECOMMENDATION NO.8.2**

Los Angeles County and Los Angeles County Sheriff's Department should improve their outreach programs in immigrant communities to define current procedures and outline rights afforded under this program.

**RESPONSE**

Agree. Los Angeles County agrees with the recommendation and it has been implemented as described by the Sheriff's Department in their response.

**RECOMMENDATION NO.8.3**

Los Angeles County and Los Angeles County Sheriff's Department should request that monthly statistical reports provided by ICE include the number of inmates removed by ICE from county jail.

**RESPONSE**

Agree. Los Angeles County agrees with the recommendation and it has been implemented as described by the Sheriff's Department in their response.

R.9

LAUSD:

Follow The  
Money

**MEMBERS OF THE BOARD**

**DISTRICT**

**LOS ANGELES UNIFIED SCHOOL**

11 2-661/

**STEVEN ZIMMER, PRESIDENT**  
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**DR. RICHARD A. VLADOVIC**



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**MICHELLE KING**  
**SUPERINTENDENT OF SCHOOLS**

September 21, 2016

Presiding Judge Carolyn B.Kuhl  
Los Angeles County Superior Court,  
Clara Shortridge Foltz Criminal Justice Center, 210 West  
Temple Street, Eleventh Floor-Room 11-506  
Los Angeles, California, 90012

1 2 4

Re: Response to Civil Grand Jury Report of "LAUSD: Follow the Money"

Dear Judge Kuhl:

The Los Angeles Unified School District is in receipt of the Civil Grand Jury's Report, "LAUSD: Follow the Money" dated June 23, 2016. On behalf of the Los Angeles Unified School District's ("LAUSD" or "District"), I am happy to provide responses to the findings and recommendations made by the Civil Grand Jury.

Attached are the responses provided in accordance with California Penal Code sections 933 and 933.05.

Please feel free to contact my staff if you need any clarification.

Sincerely,

Michelle King  
Superintendent of Schools

cc: Megan Reilly  
John Walsh  
David Holmquist  
Pedro Salcido

## **FINDINGS**

### **Page 164, Finding 1**

FINDING: LAUSD follows California Department of Education requirements for counting and reporting LCFF Low-income, English Learner, and Foster Youth students.

RESPONSE: LAUSD agrees with this finding.

### **Page 165, Finding 2**

FINDING: LAUSD's annual comprehensive audit includes an audit of the reported student count using California Department of Education audit guidelines. The most recent audit found only one incorrectly classified student.

RESPONSE: LAUSD agrees with this finding.

### **Page 166, Finding 3**

FINDING: The method for distributing LCFF funds statewide based on the "unduplicated count" of LCFF students underrepresents the needs of students that meet two or all three of the qualifying criteria for LCFF funding, and underfunds the programs and services required to meet the needs of these students.

RESPONSE: LAUSD agrees with this finding.

### **Page 166, Finding 4**

FINDING: LCFF supplemental and concentration funds received by LAUSD in FY 2013-2014 were used to continue to fund previously existing programs and services provided to LCFF qualified students.

RESPONSE: LAUSD agrees with this finding.

### **Page 167, Finding 5**

FINDING: LCFF supplemental and concentration funds received by LAUSD in FY 2014-2015 were used to fund previously existing programs and services provided to LCFF qualified students, as well as to expand some of these programs, and implement additional new programs.

RESPONSE: LAUSD agrees with this finding.

### **Page 173, Finding 6**

FINDING: LAUSD has invested LCFF funds directly in elementary, middle and high schools in a manner that targets those schools with the largest number or percentage of LCFF qualified and targeted students.

RESPONSE: LAUSD agrees with this finding.

**Page 175, Finding 7**

FINDING: LAUSD has developed and uses a comprehensive set of performance metrics or indicators to track, evaluate, and report progress made toward specific goals using LCFF funds.

RESPONSE: LAUSD agrees with this finding.

**Page 178, Finding 8**

FINDING: LAUSD has put substantial effort into public input, transparency and accountability as part of the LCAP and budgeting process as required by the LCFF legislation.

RESPONSE: LAUSD agrees with this finding.

**RECOMMENDATIONS**

**9.1 RECOMMENDATION:** The Los Angeles Unified School District should follow California Department of Education requirements for counting and reporting, according to the Local Control Funding Formula, Low-income, English Learner, and Foster Youth students

ACTION: This recommendation has been implemented.

SUMMARY RE: IMPLEMENTED ACTION: LAUSD continues to follow the CDE for counting and reporting according to LCFF requirements as provided at <http://www.cde.ca.gov/fg/aa/lc/lcffffaq.asp#CALPADS>. Supplemental and concentration grant amounts are calculated based on the percentage of "unduplicated pupils" enrolled in the District on Census Day (first Wednesday in October) as certified for Fall 1. The percentage equals:

- Unduplicated count of pupils who (1) are English learners, (2) meet income or categorical eligibility requirements for free or reduced-price meals under the National School Lunch Program, or (3) are foster youth. "Unduplicated count" means that each pupil is counted only once even if the pupil meets more than one of these criteria (EC sections 2574(b)(2) and 42238.02(b)(1)).
- Divided by total enrollment in the District (EC sections 2574(b)(1) and 42238.02(b)(5)).

Enrollment and other demographic data submitted by LAUSD to CALPADS are used as the starting point for calculating the unduplicated student count. CALPADS Certification Report 1.17 – FRPM/English Learner/Foster Youth – Count, displays the counts of students by category and provides an unduplicated total. The District may use CALPADS Report 1.18 – FRPM/English Learner/Foster Youth – Student List to review the students included in report 1.17. The District is required to certify report 1.17 during the CALPADS Fall 1 submission.

In order to be counted in report 1.17 a student must have an open primary or short-term enrollment in CALPADS over Census Day (the first Wednesday in October) and meet one or more of the following criteria:

- Have a program record with an education program code of Homeless (191), Migrant (135),

- Free Meal Program (181), or Reduced-Price Meal Program (182), that is open over Census Day
- Have an English Language Acquisition Status (ELAS) of "English learner" (EL) that is effective over Census Day
- Be directly certified in July through November as being eligible for free meals based on a statewide match conducted by CALPADS
- Be identified as a foster youth based on a statewide match conducted by CALPADS
- Be identified as a foster youth through a local data matching process and submitted to and validated by CALPADS
- The District does not need to submit information to CALPADS for students identified in statewide matches to be included in report 1.17.

**RECOMMENDATION 9.2** The Los Angeles Unified School District's annual comprehensive financial audit should include an audit of the reported student count using the California Department of Education's audit guidelines.

**ACTION:** This recommendation has been implemented.

**SUMMARY RE: IMPLEMENTED ACTION:** State law provides for an annual audit of the procedures and implementation of LCFF and LCAP development actions. Simpson and Simpson provide these services for the District utilizing the CDE's audit guidelines.

**RECOMMENDATION 9.3** The Los Angeles Unified School District should lobby the California Legislature to consider revising the method for distributing Local Control Funding Formula funds statewide based on the new "unduplicated count" to an approach that considers the needs of students that meet two or all three of the qualifying criteria for Local Control Funding Formula funding.

**ACTION:** This recommendation has been implemented.

**SUMMARY RE: IMPLEMENTED ACTION:** The Office of Government Relations continuously advocates for the use of a duplicated count in LCFF. This has been a Board of Education priority and there have been efforts to expand the formula to reflect the needs of other students not captured by LCFF. The District supported the duplicated count version of LCFF when it was being developed in 2013, unfortunately the duplicated nature of LCFF grants made it difficult to address the costs associated with the policy.

**RECOMMENDATION 9.4** The Los Angeles Unified School District should expand its investment of Local Control Funding Formula funds directly in elementary, middle and high schools in a manner that targets those schools with the largest number or percentage of Local Control Funding Formula qualified and targeted students.

**ACTION:** This recommendation has been implemented.

**SUMMARY RE: IMPLEMENTED ACTION:** The District uses an "equity-based" index that identifies the neediest schools to guide the state's allocation of new supplemental funds in an equitable manner. LAUSD's equity-based index identifies the share of English learners, and low-income, and foster youth at each school using a "duplicated" count. In other words, if a student is both an English learner and low-income, they are counted twice. Using duplicated counts provides our neediest schools with the additional resources our students need and deserve.

### New Resources Allocated Under the Equity-Based Index

Some of the new resources allocated to schools under the equity-based index for 2016-17 include:

- A new early education program for four-year-olds, with highest priority given to schools with the largest shares of high-needs students.
- Realigned K-12 Arts Program aimed to serving the neediest youth in areas with arts program deficits. Arts program deficits are determined using the equity-based index, and the availability of current arts program instruction and resources at each school.

### Monitoring

The District will continue to look at those multiple measures of a school's community to ensure we are appropriately prioritizing the schools that need additional resources. In addition, we will continue to review the outcome measures in our Local Control Accountability Plan (LCAP) each year to ensure that these additional resources are making the expected impact on student achievement.

### Methodology

Equity-Based percentage = # of low income students + # of English Learners + # of Foster Youth + # of Homeless students Total # of students.

- High Schools: Ranked all schools in descending order by duplicated percentage.
- Middle and SPAN Schools: Ranked all schools in descending order by duplicated percentage and funding using the LCFF (Local Control Funding Formula) model.
- Elementary Schools: Ranked schools in descending order by enrollment and duplicated percentage.
- Note: Schools operating under a budget autonomy model (per pupil schools) already received additional supplemental and concentration dollars during budget development via the LCFF funding model. Schools identified in the Reed settlement will also receive resources and supports via that settlement.
- Z-Time for Pupil Services and Attendance Counselor (PSA) and/or Psychiatric Social Worker (PSW).
- Middle and High Schools: based on descending order by duplicated percentage for school site purchases of PSA and/or PSW.

**RECOMMENDATION 9.5** The Los Angeles Unified School District should use a comprehensive set of performance metrics or indicators to track, evaluate, and report progress made toward specific goals using Local Control Funding Formula funds, and make adjustments as new information is obtained and new lessons learned.

**ACTION:** This recommendation has been implemented. No action is required.

**SUMMARY RE: IMPLEMENTED ACTION:** Please see the [lcap.lausd.net](http://lcap.lausd.net) to download the most recent set of performance metrics. The District has developed a LCAP scorecard which is utilized

District-wide. In addition, staff has reoccurring dialogues and updates to the Board of Education and stakeholders regarding progress made in various performance areas.

**RECOMMENDATION 9.6** The Los Angeles Unified School District should expand its public input and feedback efforts as part of the Local Control Accountability Plan development process to increase transparency and involvement with students, parents, and school personnel.

**ACTION:** This recommendation has been implemented.

**SUMMARY RE: IMPLEMENTED ACTION:** The District makes every effort to improve its engagement practices. This year the District unveiled a streamlined infographic for the LCAP, which can be found at [lcap.lausd.net](http://lcap.lausd.net). In addition, staff is coordinating info-sessions with numerous partners to strengthen the capacity of community organizations, parents, teachers, and students. Below is an outline of the engagement work proposed for 2016-17.

Update to the LAUSD Board of Education on LCAP 2015-16 Outcomes August 23, 2016

LCAP Advisory Group Convening September 8, 2016

- Convening of community organizations, labor partners, parent representatives, and others who will review a proposed engagement timeline and provide feedback on proposal.
- Seek commitments for partnering in fall engagement sessions with the LAUSD community.

LCAP Engagement Sessions October 24, 2016 – December 2, 2016

- Review existing commitments to schools
- Share current outcome data for the District
- Assess needs and priorities from stakeholders

First Interim Update with proposed Plan of Action December 15, 2016

- Outline initial LCFF/LCAP proposal addressing CDE finding
- Will include proposed actions/services and corresponding funding modifications

School-Level Budget Process February 2017 – April 2017

- Opportunity to incorporate proposed realignment and targeted resources during school budget training and development

LCAP Public Hearing June 13, 2017

LCAP Budget and LCAP Approval June 20, 2017

Implement Funding Realignment July 1, 2017

- Approval of modified LCFF budget as part of the 2017-2018 LCAP and Annual update.

R.10

Park And Ride:

A Los Angeles  
Illusion



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

17 - K.unic

Aug 3, 2016

Bart Benjamins  
Los Angeles County Grand Jury  
Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, CA 90012

**SUBJECT: LOS ANGELES COUNTY 2015-2016 CIVIL GRAND JURY REPORT, PARK  
AND RIDE: A LOS ANGELES ILLUSION, JUNE 23, 2016**

Dear Mr. Benjamins,

The Los Angeles County Metropolitan Transportation Authority ("Metro") is in receipt of the "Park and Ride: A Los Angeles Illusion" Final Report ("Report") issued by the 2015-2016 Civil Grand Jury. This letter is pursuant to California Penal Code Section 933 which requires comments on the Report be submitted to the presiding judge. This letter responds to the following recommendations provided by the Grand Jury:

- 10.1 The Los Angeles County Metropolitan Transportation Authority (Metro) should focus on monitoring and evaluation of supply/demand at nine stations: North Hollywood, Universal City, Norwalk, Culver City, Sierra Madre, Aviation, Del Amo, Lakewood and Atlantic. These stations currently have high utilization and high ridership, which might warrant the usage of additional parking management tools.

**Metro's Response:** Metro's Parking Management Unit has and continues to monitor and evaluate supply/demand at all high occupancy locations including the stations listed above. Some of the stations listed above, including Universal City, North Hollywood, Del Amo, Sierra Madre Villa and Atlantic are already part of Metro's parking permit program.

Facilities are monitored on a regular basis. Facilities with high utilization such as North Hollywood, Universal City, Aviation, Norwalk, Lakewood and Atlantic are currently being considered for Metro's Parking Management Pilot Program. The first phase of this paid parking program was implemented at Expo II stations ("Pilot Program") in May 2016. The second phase of the program is anticipated to be implemented during the first quarter of 2017, and will include most of the stations identified by the Civil Grand Jury. Sierra Madre will not be part of this Pilot Program since its utilization has dropped significantly with the extension of the Metro Gold Line to Azusa. The Culver City station parking is also not being considered for the Pilot Program because of its closure for the construction of a transit oriented development in Fall 2016. Metro has secured alternative parking from Culver City during this construction phase.

- 10.2 Metro should monitor, specifically to track ridership increases that may warrant the usage of additional parking management tools, utilization at six stations: Union Station, Willow, Long Beach, Willowbrook, Artesia and Harbor Freeway.

**Metro's Response:** Metro has hired a parking consultant to develop a Supportive Transit Parking Program ("STPP") Master Plan and the scope of work includes developing a parking demand model based on ridership. This model can also be used as a tool to assess demand at current and future station locations. The model is comprised of four components: 1) parking occupancy; 2) station typology assignment; 3) ridership and parking demand ratio; and 4) pricing elastic curve. Metro will continue to monitor and track transit ridership increases at high occupancy stations utilizing the parking model, and use the data to develop appropriate parking demand management solutions.

- 10.3 Metro should identify tools to better inform park-and-riders of supply constraints and alternative parking opportunities.

**Metro's Response:** Metro is engaging a contractor to install a Parking Guidance System ("PGS") at all Metro operated parking facilities. The PGS will provide real-time parking space occupancy status for each parking stall. The PGS will include programmable monument signs at each facility and related technology to broadcast parking occupancy data through mobile apps, a website, and emails. The monument signs will display the real-time available parking spaces making it easy for patrons to determine if there is parking available prior to entering the facility. When the parking facility has reached capacity, the programmable monument sign will display a "FULL" message and then direct patrons to the closest parking facility with parking available. Data collected will support short and long term transit planning needs as well as parking modeling for future transit stations. Metro anticipates completing this project in three years at all 87 parking facilities.

- 10.4 Metro should, in collaboration with local and regional partners, consider how to expand policy and planning goals to incorporate increased employment density around transit stations.

**Metro's Response:** Metro partners with local and regional municipalities to develop opportunities for both employment and housing around stations. The Transit Oriented Planning (TOD) Grant Program ("Grant Program"), first released in 2011, provides grants to municipalities with regulatory land use control to fund land use plans that are transit supportive, including increasing density for employment and housing around transit stations. To date, Metro has awarded \$21.5 million in 34 grants to 28 cities across LA County, including grants to the County for unincorporated areas. In addition, through its Joint Development ("JD") Program, Metro collaborates with qualified developers to build TODs on Metro-owned land. The JD program has 11 completed projects that offer a mix of residential and commercial uses, with 3 in construction, 7 in negotiations, and four additional requests for proposals expected in the next 6 months.

- 10.5 Metro should evaluate and take advantage of opportunities for re-striping at high utilization parking lots in order to expand existing capacity, and negotiate to do so with local and regional partners where required.

**Metro's Response:** Metro has retained a contractor for the refurbishment of three (3) Metro parking facilities at: North Hollywood, Artesia and Wardlow. Improvements consist of re-striping, re-surfacing, re-configuration, ADA improvements and increasing capacity.

Metro is also working with local and regional partners on increasing our parking capacity. Currently, Metro is leasing five properties and also has contracts with cities and developers to provide free or affordable transit parking. Metro will continue to identify opportunities in high-demand locations as part of the Supportive Transit Parking Program.

- 10.6 Metro should explore opportunities to supplement parking for Metro riders at those stations with high parking utilization.

**Metro's Response:** Metro has contracts with various entities to lease parking spaces at high parking demand locations for transit parking. Recently, Parking Management staff has negotiated a contract with the City of Azusa to lease parking spaces at the Azusa Downtown Metro station parking garage. The Downtown Azusa station garage was a joint development project to build a garage with 539 parking spaces for City of Azusa, Metro and Foothill Transit patrons. Since the opening of the extension the overwhelming demand for parking at this facility has been by Metro patrons. Metro recently negotiated a contract with the City of Azusa to lease [how many?] spaces at the garage. Metro is also exploring the opportunity to acquire the right to use Foothill Transit spaces at the garage. If Metro acquires the right to use these additional spaces, Metro's parking inventory at the Azusa Downtown station would increase to 539 parking spaces.

In Winter 2016, Metro completed construction and opened 194 additional parking spaces at the North Hollywood station. Metro is currently studying opportunities to meet additional demand in the San Fernando Valley.

- 10.7 Metro should ensure that adequate and visible signage is available at parking lots, especially those with low utilization.

**Metro's Response:** Metro Parking Management staff completed a signage enhancement program this past year and updated all of the signage at all Metro operated parking facilities.

- 10.8 Metro should reevaluate, specifically to determine whether the leases need to be modified or renegotiated, parking at two shared parking stations: Expo/Crenshaw and Pierce College.

**Metro's Response:** In October of 2015, Metro staff renegotiated a contract with West Angeles Church of God in Christ, reducing the number of leased spaces from 450 to 225 spaces. Metro monitors parking occupancy at this and other locations and will re-evaluate the need for parking at this location. The lease agreement is also flexible to increase the lease capacity should parking demand increase with the opening of the Crenshaw/LAX Line.

Metro is currently leasing a parking facility from Los Angeles Pierce College to support passengers at the Pierce College Orange Line Station. The lease was effective in 2003 for up to 90 years and includes an upfront payment of \$4 million to the College for the parking facility. At this time there is no further action planned with respect to the lease.

Metro is currently developing the STPP Master Plan which will assess and make recommendations for these and all Metro operated parking facilities. The plan will explore other uses for the underutilized locations.

- 10.9 Metro should evaluate the benefit of including in the Preferred Parking Program the following stations: Culver City, Aviation/LAX, Lakewood, Long Beach, Willowbrook, Harbor Freeway, and Union Station.

**Metro's Response:** In March 2016 the Metro Board approved the implementation of a Parking Management Pilot Program to charge for parking at high occupancy locations. The Pilot Program was launched in May 2016 with the opening of three Expo II stations. Metro Parking Management is procuring a contract with a parking operator to implement the Pilot Program at up to 13 Metro

stations in the second phase of the program. Aviation/LAX and Lakewood stations will be included in the second phase of the pilot program. Phase 2 is anticipated to be launched by the first quarter of 2017. The Culver City station park and ride lot was not considered for the Pilot Program since it will soon be closed for the construction of a transit oriented development. The TOD project will include replacement transit parking.

- 10.10 Metro should explore ownership/transfer opportunities or alternative management arrangements of Caltrans properties at Norwalk, Lakewood, and Aviation/LAX.

**Metro's Response:** Metro is currently working to acquire the Caltrans owned parking facilities that are serving Metro's transit system at 17 Metro stations. During these negotiations, to manage shorter term issues, Metro is working with Caltrans on amending the current Operating & Maintenance Agreement which would allow Metro to operate, install innovative parking solutions and implement parking management programs at the Caltrans owned parking facilities.

- 10.11 Metro should ensure that the tools, models, data, and recommendations of its master planning process for parking are incorporated throughout Metro's Countywide Planning Department.

**Metro's Response:** Metro Parking Management staff will work with other internal departments to ensure the recommendations of the parking master plan are incorporated in all future countywide development projects that include a parking component and ensure consistency when evaluating and identifying solutions for parking demand.

- 10.12 Metro should continue exploring relationships with ride-sharing companies upon the expiration of its agreement with Lyft, including evaluating whether more comprehensive data-sharing and institutional partnerships might be appropriate.

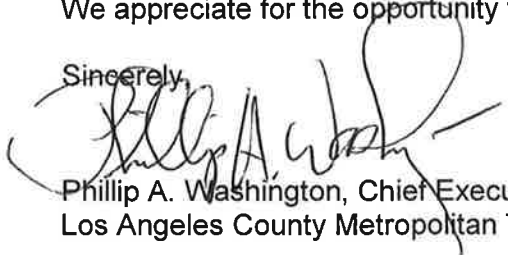
**Metro's Response:** Metro launched its first Car Share program in May 2015 at 12 parking facilities with 20 car share vehicles. The program is operating successfully and has expanded to 15 locations and 51 vehicles. The program provides a successful first/last mile solution and Metro is exploring potential opportunities with additional rideshare entities, such as Uber and Lyft, to identify appropriate mutually-supportive arrangements.

- 10.13 Metro should incorporate into its future planning all findings from the Supportive Transit Parking Program Master Plan Study with regard to the impact of technological and demographic trends on parking.

**Metro's Response:** Metro's Parking Management Unit will share with other internal departments its findings on the STPP Master Plan. In the process of developing the STPP Master Plan, a comprehensive outreach program for internal departments has been conducted. Twenty-one meetings were held with various Metro departments to solicit input. In addition to soliciting input, the Parking Management team also shares information, data, plans and upcoming projects with other Metro departments to coordinate future plans.

We appreciate for the opportunity for us to provide responses. Thank you.

Sincerely,



Phillip A. Washington, Chief Executive Officer  
Los Angeles County Metropolitan Transportation Authority



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
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Submitted via hand-delivery

September 29, 2016

#120  
Feli;

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor – Room 11-506  
Los Angeles, CA 90012

Re: Civil Grand Jury (CGJ) Report "Trying to Keep "Mom and Pop" Afloat"

Honorable Presiding Judge,

This letter is in response to the CGJ review and assessment of Metro's pilot Business Interruption Fund (BIF) which provides financial assistance to small "mom and pop" businesses located along the Crenshaw/LAX transit line, the Little Tokyo area and the 2nd/Broadway segment along the Regional Connector and Phase I of the Purple Line Extension that are directly impacted by transit rail construction. Metro would like to thank the GCJ Committee members under the leadership of Rene Childress for the ongoing support of the BIF and recognition of the unprecedented level of financial assistance authorized to support small businesses impacted by Metro's transit rail construction. It is through the commitment and support of Metro's Board of Directors, stakeholders, constituents and the community that Metro can fulfill the mission of building a world class transportation system for the future of Los Angeles County while supporting small businesses ability to thrive throughout construction and post construction.

Recognizing the CGJ commissioned GCAP Services, Inc. (GCAP) to perform an assessment of the BIF and merchant survey along the Crenshaw/LAX transit line (Crenshaw Corridor); Metro staff including the contracted BIF fund administrator, Pacific Coast Regional Small Business Development Corporation (PCR) performed a comprehensive review of the final Report. Several areas within the Report provide conflicting data and/or lead to concern for the methodology that was employed. The Report includes inconsistent data sets for the population sampling. For example, the reported number of merchants contacted and/or interviewed varies from 145 to 324; which 35 of the 88 merchants that participated in GCAP's survey had not actually applied for the BIF and 21 merchants indicated that they received a BIF grant. The Report does not account for the remaining survey participants. The variation and inconsistencies in the data present throughout the survey responses make it difficult for Metro staff to net quantitative metrics for ongoing consideration; although there are various qualitative results which can be leveraged as Metro continues to assess the performance of the pilot program.

In addition, the Report includes subjective characterizations of merchants such as highlighting that merchants developed an affiliation with the BIF and appeared to prefer to minimize comments that may be deemed less than complimentary; and many merchants multi-tasked during the interview to expedite it. These characterizations support staff's concern for the survey methodology which Metro communicated early into the program assessment as demonstrated in the letter issued March 16, 2016 (Attachment). Furthermore, the low survey participation rate substantiates the level of commitment that is required to outreach and engage the participation

16.1 Document review.  
16.2 already done.  
16.3 " "  
16.4 " "  
16.5 The 100% sample size  
does not reflect the  
businesses that  
16.6 application  
provided.  
16.7 actual already  
provided  
16.8 already  
done.  
16.9  
16.10

of “mom and pop” businesses. It is also a demonstration of the commitment that Metro and PCR have made in qualifying more than 100 businesses to participate in the BIF. Through the early program observations, the level of direct in-person outreach followed by ongoing interactions with small business owners have been identified as the most effective means of engagement. Metro continues to advance efforts for implementation of the historic pilot program.

The BIF formally launched in April 2015 and keeping with the objective of supporting “mom and pop” businesses ability to thrive throughout and post construction of transit rail mega projects and experience growth opportunities associated with new transit rail services; as of September 23, 2016, Metro has awarded 262 grants exceeding the total amount of \$5.1 million to directly impacted small businesses of which 94% have remained in operations six months post BIF grant award and 91% in operations one-year post grant award. Metro has awarded more than the total amount of \$2.9 million to 99 directly impacted businesses along the Crenshaw Corridor of which more than 50% of the businesses have received more than one grant award. Additional program information such as BIF grant awards by transit project and program measures of effectiveness can be viewed online at [metro.net/bif](http://metro.net/bif).

Metro will continue to support “mom and pop” businesses directly impacted by the construction as it is anticipated that the number of qualifying businesses will steadily increase as construction of the Crenshaw/LAX transit line progresses; in-turn the amount of financial assistance awarded through the BIF is projected to increase. In addition, Metro established the pilot Crenshaw/LAX Transit Project Business Solution Center (BSC) as a small business resource center that provides hands-on client services and business assistance to small businesses along the Crenshaw Corridor. Metro’s BSC is also a first-ever pilot program that is a demonstration of the ongoing commitment to support the community throughout construction. The BSC has provided business assistance and referrals to more than 200 businesses along the Crenshaw Corridor since the formal launch in February 2015.

Lastly, Metro assigns a Construction Relations team to all major capital projects. Construction Relations is responsible for conducting public outreach, stakeholder communications and construction impact coordination and mitigation. Utilizing a full range of communication tools, Construction Relations works with the public to advance information related to street closure and construction impacts. Depending on the type of construction activity and anticipated impacts, Construction and Community Relations develops an outreach plan that includes multiple methods for communication through both traditional and social media for riders and adjacent stakeholders alike. Some of these include: door-to-door distribution of printed flyers and construction notices, email blasts, Facebook, Twitter, Next Door and Waze; updates on the project website, radio, online and print media buys.

Stakeholders adjacent to the construction area are briefed on the construction activities and service interruptions in advance of construction commencing. Briefings take many forms, but always are geared toward potentially impacted stakeholders such as residential complexes, local businesses, community organizations and schools, business associations, cultural institutions, faith based organizations and neighborhood councils.

The following responses are provided to the recommendations outlined in the Report:

**Recommendation 16.1** The Los Angeles County Metropolitan Transportation Authority (Metro) should expand loss mitigation financial assistance. Rather than offering one-size fits all financial services, create a program that offers a combination of grants, low-interest and forgivable loans, and advances, each with their own set of criteria so businesses with different needs and means

have options. Grants and forgivable loan resources should make up the core of this loss-mitigation strategy.

- **Metro Response**

Metro conducted an independent assessment of various financial assistance programs including those outlined in the Report prior to the establishment of the BIF; and the grant program was identified as the preferred and most suitable option to provide financial assistance to directly impacted small businesses without placing an undue burden on businesses. Keeping with the objective of developing a pilot program that is prudent yet provides a seamless process for “mom and pop” businesses to apply and access financial assistance while ensuring a direct nexus to Metro’s construction activity and safeguarding public funds; the BIF provides qualifying small businesses up to \$50,000 of financial assistance through a grant. Through the BIF small businesses that demonstrate a loss of business revenue directly related to the period of Metro’s construction disruption may qualify for a grant. The BIF is a grant program that provides access to financial assistance through a process that is less strenuous for small “mom and pop” businesses than a loan program. A loan program not only places additional financial burden on small businesses but it also generally requires more strenuous qualification requirements and years of financial statements including considerations to business profit and loss. The BIF supports Metro’s objective to support small “mom and pop” businesses ability to continue to thrive throughout and post construction without placing an undue burden or debt on small businesses. Metro will continue to assess the pilot BIF and identify opportunities for enhancement.

Y/S  
Comments

**Recommendation 16.2** Metro should direct its consultant to provide temporary signage to merchants during construction. For example, open for business sign, detour signs.

- **Metro Response**

Metro assigns a Construction Relations team to all major capital projects. Construction Relations is responsible for conducting public outreach, stakeholder communications and construction impact coordination and mitigation. Serving as the liaison between Metro, the contractor and the community; Construction Relations works to coordinate construction activities in an effort to reduce public impacts. Knowing the inner workings of the community allows Construction Relations to advocate on their behalf when it comes to work schedule, activities and the ongoing support of community events. Metro’s team works closely with the contractor to ensure that the community inclusive of the local businesses is aware and prepared for the challenges associated with a construction project. For instance, “Open During Construction” banners can be seen throughout the transit project alignment.

Y/S

**Recommendation 16.3** Metro should actively patronize local businesses during construction and identify local businesses along the corridor and channel work to them during construction.

- **Metro Response**

✓ Metro currently has an unprecedented number of active construction projects in Los Angeles County. The Eat, Shop, Play, Local (ESP Local) program is a mitigation activity directed to help communities impacted by Metro Rail construction. Eat, Shop, Play Crenshaw was developed as a pilot advertising and community engagement campaign designed to promote and support small businesses impacted by Crenshaw/LAX Transit Project construction. The intent of the program was to feature local businesses to both the community and regional audiences, while encouraging residents, businesses and visitors to “Take the Pledge” to eat at local restaurants, shop at local stores and play at local entertainment venues within the Crenshaw Corridor.

To support businesses that participate in ESP Local, Metro organizes events to attract large numbers of people to businesses, spotlights the businesses through online advertisements and provides opportunities to position the businesses at prominent Metro events. Metro's Construction Relations team engages businesses, develops the collateral materials, and encourages community program participation. ESP Local activities complement the existing Construction Relations Community Relations program and are free to participating businesses.

**Recommendation 16.4** Metro should provide a graduated award merchants who are located closer to extremely high impact areas of construction (businesses adjacent to extremely high impact areas would qualify for an "extended impact" grant award).

- **Metro Response**

Recognizing the importance to maintain a fiscally prudent yet efficient program that provides access to financial assistance to directly impacted "mom and pop" businesses while maintaining a nexus to Metro's construction to avoid a gift of public funds; participation in the BIF was defined for businesses located immediately adjacent to a rail corridor whose business revenues decreased as a result of construction activities from specified Metro construction projects occurring in front of a business or on the block in which a business is situated. BIF eligibility and participation is directly correlated to construction schedules, activities and impairments. As construction activities progress along the specified transit rail projects an increase number of BIF applications is foreseeable as well as a projected increase in the number of BIF grant awards over the span of the pilot program.

**Recommendation 16.5** Metro should expand eligibility qualifications to allow merchants with less than two years but, at least six months, in business to receive a maximum award not to surpass \$10,000 a year (the qualifying merchant must be able to provide current financial documents and current business filings).

- **Metro Response**

Metro has developed Administrative Guidelines for the BIF which outline the various guidelines and provisions. In addition to meet the technical qualifications to participate in the BIF businesses must also demonstrate a loss of business revenue directly related to the period of construction disruption. Metro's fund administrator assesses a businesses' revenue decline in the most recent quarter(s) since the construction period began as compared to the same quarter(s) one year prior to the beginning of the construction period. Furthermore, qualifying businesses must be in good standing with all local, state and federal taxing and licensing authorities and must be able to provide the required financial documents including federal tax returns from the most recently completed federal tax year. The recommended six-months of business operations do not support the comparative financial analysis that is required for revenue loss determination and BIF grant award determination.

**Recommendation 16.6** Metro should establish a Storefront Improvement Grant program aimed at assisting property and business owners in rehabilitating their storefronts at the termination of construction

- **Metro Response**

As a financial assistance program, the BIF covers fixed operating expenses for "mom and pop" businesses such as: utilities, insurance, rent or mortgage, payroll and others. Upon approval for a BIF grant, the grantee must first use the payment to cover past due amounts for fixed operating expenses. The remaining balance of grant funds after the payment of fixed operating expenses is paid to the grantee; which the grantee at his/her discretion may use for other business related investments and/or expenses such as façade enhancements.

In addition, Metro's BSC provides small businesses in the Crenshaw Corridor with referrals to other small business resource providers and programs throughout the region; and BIF grantees are also referred to PCR's Small Business Development Center (SBDC) for access to other small business programs and resources available through the SBDC.

**Recommendation 16.7** Metro should consider each of the programs in Survey Question G.1., to more fully support merchants.

- **Metro Response**

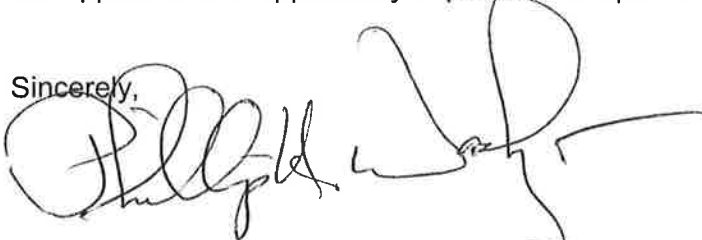
In an effort to uphold Metro's commitment to being a trusted community builder, partner and stakeholder, Metro has implemented an array of programs and initiatives including resources in support of the diverse representation of the small business communities impacted by the transit rail construction. In addition to the establishment of Metro's pilot BIF and BSC other initiatives such as Metro's Eat, Shop, Play campaign have been implemented including various construction mitigations and community relations outreach, education and engagement efforts. Metro has also established the Small Business Assistance Center to support small businesses located in the Little Tokyo area of the Regional Connector Transit Project; and BIF grantees have access to the resources and services provided through PCR's SBDC. Metro will continue to support the small business communities impacted by the transit rail construction projects and will continue to assess the effectiveness and efficiency of each program through the engagement of community members and stakeholders.

**Recommendation 16.8** Metro should continue to work with the Business Solutions Center to increase merchant awareness its capabilities and features.

- **Metro Response**

Metro will continue to leverage the BSC and will actively seek opportunities to increase awareness of the center. The BSC is co-located at the Los Angeles Urban League which is a long-standing institution and resource in the Crenshaw Corridor. The co-location of the BSC may lend to miscommunication among business owners that may not be able to delineate the BSC from the Los Angeles Urban League. Metro will continue to increase awareness through banners and/or signage for the BSC and continue to advertise BSC programs and services in local publications and Metro's social media platforms; and BSC program staff will continue to directly outreach to the more than 200 businesses that have engaged the services of the BSC.

We appreciate the opportunity to provide a response to the Report.

Sincerely,  


Phillip A. Washington, Chief Executive Officer  
Los Angeles County Metropolitan Transportation Authority

Attachment: Metro Letter - March 16, 2016

cc:  
County Counsel  
Chron File



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

Sent via E-Mail and U.S. Mail

March 16, 2016

County of Los Angeles  
Civil Grand Jury  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street – 11<sup>th</sup> Floor, Room 11-506  
Los Angeles, CA 90012

Attention: Mr. Rene Childress

Reference: Los Angeles County Metropolitan Transportation Authority  
Business Interruption Fund  
Los Angeles County Civil Grand Jury Survey and Assessment

Dear Mr. Childress:

The Los Angeles County Metropolitan Transportation Authority (Metro) is aware that the Los Angeles County Civil Grand Jury has retained GCAP Services, Inc. to conduct an assessment of the Metro's Business Interruption Fund (BIF) along the Crenshaw/LAX light rail project corridor. Metro has met with GCAP to discuss their approach to the assessment, the survey they intended to conduct, and identify data they wish to obtain regarding the program. Metro was willing to cooperate with GCAP and assist in its assessment of Metro's BIF, but we expressed concerns to GCAP regarding its contact with the business community and potential negative impacts if their survey was conducted improperly. Specifically, we instructed GCAP not to identify itself as being affiliated with or representing Metro in any way.

Unfortunately, it appears that GCAP is conducting its survey in a manner that mischaracterizes and misrepresents Metro and its BIF. PCR, Metro's consultant administering the BIF, received a call on March 14, 2016, from the owner of Dulan's Restaurant at 4859 S. Crenshaw Blvd. The owner had a person on the phone with him named David who was asking him questions regarding the BIF. David told him that he was in charge of running Metro's BIF and guaranteed Mr. Dulan a BIF grant. Sensing that something was not right, Mr. Dulan initially called Andre Hardy, PCR's Lead Business Advisor on the Crenshaw/LAX corridor. Andre spoke briefly with David, who Andre described as being rude, aggressive and wouldn't directly answer Andre's questions about who he was. Then Andre included Ms. Angela Winston of PCR on the speaker phone with Mr. Dulan and David. After she identified herself on the phone, David ran out of Dulan's Restaurant without his name badge. (See attached). Mr. Dulan was very upset about the questions and described David as agitated. Mr. Dulan immediately recognized that David was misrepresenting himself as being attached to the Metro BIF program.

We are extremely concerned that your consultant's demeanor and misrepresentations are undermining the significant progress Metro has made in engaging business owners along the Crenshaw/LAX corridor and in administering the BIF.

Metro requests that the Los Angeles County Civil Grand Jury direct its consultant not to engage in any misrepresentations of the BIF program or relationship with Metro. We need your

R.11

Politics 101:  
Observation  
On Los Angeles  
County  
Governance



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

August 23, 2016

Board of Supervisors  
HILDA L. SOLIS  
First District  
MARK RIDLEY-THOMAS  
Second District  
SHEILA KUEHL  
Third District  
DON KNABE  
Fourth District  
MICHAEL D. ANTONOVICH  
Fifth District

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

### 2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; -- Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DH
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO<sub>2</sub>Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/KC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at [cthomas@ceo.lacounty.gov](mailto:cthomas@ceo.lacounty.gov).

SAH:JJ:FAD:CT:yjf

Attachments

*"To Enrich Lives Through Effective And Caring Service"*

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COUNTY OF LOS ANGELES  
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
POLITICS 101: OBSERVATIONS ON LOS ANGELES COUNTY GOVERNANCE

**RECOMMENDATION NO.11.1**

That Los Angeles County, within six months, create a structured communication system between the Board of Supervisors and all department heads, and across departments, between department heads, through a centralized clearing house, so that information is transmitted clearly and efficiently.

**RESPONSE**

Communication is essential to ensure effective governance between the Board of Supervisors (Board) and Department Heads. The new governance structure was designed, in part, to increase the speed and effectiveness of communication between the Board and Department Heads, and to increase collaboration among Departments when working to operationalize the Board's and other priorities. This was accomplished by embedding protocols into the governance structure that support direct communication with the Board and eliminating those protocols that did not. As such, the current governance structure retained the best components of the prior governance structure and eliminated those that impeded communication.

One example of incorporating a component of the former governance structure was to maintain the current operation of the former cluster system – a process for communication between Board Deputies and Department Heads to discuss various policy and operational issues. Under the new governance structure, cluster meetings (now called "policy meetings") continue to occur on a regular basis and serve as one forum where Department Heads can communicate with Board offices. The speed of communication however has increased, in part, because these meetings are no longer presided over by a Deputy Chief Executive Officer who, under former governance, served as the functional equivalent of an intermediary between the Department Heads and the Board. The additional layer of bureaucracy was found to hinder or slow communication between the Board and Department Heads.

Additional evidence of the enhanced communication between the Board and Department Heads is reflected in the implementation and early successes of the Board's four 2015 priority areas – Child Protection, Homelessness, Health Integration, and Sheriff Reform. The speed with which these priorities were transformed into operational realities was due, in large measure, to the enhanced communication between the Board and Departments.

More recent examples of enhanced communication are reflected in the Board's recent focus on the environmental and public health issues resulting from the Exide plant contamination, the Aliso Canyon gas leak, and the Maywood magnesium fire, and the Departments' speedy, effective, and collective response to serve those residing in the impacted areas.

Finally, in this era of enhanced and more frequent communication between the Board and Department Heads, the Chief Executive Office provided training to Department Heads on how to effectively present to the Board. This training was well received.

This recommendation has been implemented.

**RECOMMENDATION NO.11.2**

That Los Angeles County ensures that the Board of Supervisors tour each county department and meet management there, at least once per year.

**RESPONSE**

The Board of Supervisors tours County Departments and meets with management and/or staff on an as needed basis. It is worth noting that three of the five Board members have served the County for many years and, during that time period, have acquired an understanding of the work performed by County Departments. The two newer members of the Board have toured County Departments and met with management and/or staff. All Board members have and will continue to tour Departments and meet with the appropriate staff as necessary. This recommendation has been implemented.

**RECOMMENDATION NO.11.3**

That Los Angeles County, within six months, establishes a published County chain-of-command with clearly defined responsibilities.

**RESPONSE**

The County of Los Angeles has roles and responsibilities published in the *Los Angeles County Board of Supervisors Policy Manual* and in the County Code. Further, County Counsel provides legal guidance and direction to the Board of Supervisors (Board) and all departments in those matters that may have legal implications or pertains to County Code. In addition, the adoption of the governance structure last year, gave the Board direct oversight over all Department Heads to ensure effective governance while streamlining unnecessary levels of bureaucracy. Also, to ensure alignment with, and support of, the governance structure, the Chief Executive Officer (CEO) issued an organization report to delineate the CEO's roles and responsibilities. This recommendation has been implemented.

**RECOMMENDATION NO.11.4**

That Los Angeles County, within one year, develop and implement a long-term strategic plan for the County and for each County department.

**RESPONSE**

Over the last twelve months, The Chief Executive Office has been working to create a strategic plan. It is anticipated that the plan will be completed in late fall of 2016, and the Board will adopt the final plan by the end of this calendar year. This recommendation is in the process of being implemented.

**RECOMMENDATION NO.11.5**

That Los Angeles County, within one year, establish for each department, levels of service with measurable goals and outcomes, allowing for feedback, refinements, and updates by department management.

RESPONSE

The Chief Executive Office is currently working with departments to establish measurable goals and outcomes falling into one of four categories: Operational output measures of departments, outcomes measures for service recipients, quality of life measures for county residents, and early warning indicators to help monitor the work of County departments. These measures will support County efforts to track progress on the strategic plan and make mid-course implementation adjustments when necessary. This recommendation is in the process of being implemented.

RECOMMENDATION NO.11.6

That Los Angeles County approve and place before the electorate for the 2020 election an amendment to the County Charter that provides for a County Chief Executive, elected on a county-wide basis, with the powers and duties substantially similar to those provided in the May, 2007 county governance structure.

RESPONSE

The question of whether the County Chief Executive Officer is elected or appointed is a policy decision for the Board of Supervisors. After consideration and deliberation, the Board elected to maintain an appointed County Chief Executive Officer.

Reverting to the governance model where the Chief Executive Officer is vested with the powers and duties substantially similar to those provided in the 2007 County governance structure is also a policy decision for the Board of Supervisors. This decision should be informed by the best information available – including information based on experiences acquired over time. The governance structure adopted by the Board of Supervisors in 2007 had negative consequences, the main one being, it created distance between Department Heads and the Board of Supervisors, thereby impeding communication and the ability to address some of the County's most complex challenges.

The governance structure adopted last year has reduced bureaucracy, eliminated the distance between the Board and Department Heads, and has already shown signs of significant improvement in the effectiveness of communication between the Board and Department Heads. Specifically, the new governance structure facilitated the significant progress made by County Departments on the Board's highest priorities while not impeding momentum across other essential areas of public service. Significant accomplishments include:

- Developed the most comprehensive, coordinated effort involving numerous departments to combat homelessness with 47 high impact strategies, initial commitment of more than \$100 million, and extensive exploration of ongoing revenue options for potential ballot measures;
- Unified the County's three health-related departments into a single agency providing coordinated services that promote healthy people living in healthy communities;
- Established and launched the Office of Child Protection, fulfilling a key recommendation of the Board-appointed Blue Ribbon Commission, and this office is in the process of finalizing a five-year strategic plan in collaboration with 16 County departments;
- Devotion of \$54.6 million in new funding – and 400 new positions to assist the Department of Children and Family Services to reduce social worker caseloads;
- Established cross-departmental teams to quickly address emerging environmental and public health issues resulting from contamination threats including Exide, the Aliso Canyon gas leak, and the Maywood magnesium fire;

- Placed jail health care under the leadership of the Department of Health Services and created 44 new positions to expand mental health services in County jails;
- Created the Office of Diversion and Re-entry for offenders needing mental health treatment, not incarceration;
- Developed a sweeping Park and Recreation Needs Assessment, culminating in a November 8, 2016 ballot measure, to ensure ongoing long-term funding for the Department of Parks and Recreation;
- Created a pioneering unit within the Department of Consumer and Business Affairs to ensure the enforcement of the County's new minimum wage law throughout all unincorporated areas; and
- Adopted a balanced \$28.7 billion budget for 2016-2017, with critical funding for a wide range of reforms and services.

This recommendation will not be implemented.

**RECOMMENDATION NO.11.7**

That Los Angeles County approve and place before the electorate for the 2020 election an amendment to the County Charter to provide six additional supervisory districts in Los Angeles County, created based on equal proportions of the county's population, within the current budget, as adjusted for inflation. Such amendment should include provision for adding supervisory districts as the populations grows.

**RESPONSE**

Senate Constitutional Amendment 8 (SCA 8), is a proposal currently pending in the California State Legislature. If adopted, SCA would place on the general ballot a measure to increase from five to seven, the number of supervisorial districts in certain counties, including Los Angeles County. If voter-approved, the change would become effective January 1, 2020. As such, there does not appear to be a need to place a separate measure before the electorate. However, even if there was a need, support for this proposal seems to be lacking both within the County and throughout the State given that similar proposals have been rejected (both in the County and Statewide) on at least 5 separate occasions. Finally, on June 16, 2015, the Board adopted a motion to oppose SCA. Notwithstanding the Board's position on this issue, great strides have been made to make governance more effective and progress has been made on major initiatives to respond to complex challenges facing the County. This issue has been addressed and this recommendation will not be implemented.

**RECOMMENDATION NO.11.8**

Los Angeles County should establish a Citizens' Ad Hoc Committee on government reform and report back to the Board of Supervisors no later than April 1, 2017, with appropriate language for the amendments recommended in 11.6 and 11.7.

**RESPONSE**

Based on the recommendation above, this committee would advise the Board on government reform by providing language to modify the governance structure to move to an elected CEO model and to expand the current five supervisorial districts to eleven. Given, the responses to 11.6 and 11.7 above, such a committee would be unnecessary. This recommendation will not be implemented.

**RECOMMENDATION NO.11.9**

Los Angeles County should, prior to the 2020 county-wide election, support, explain, and otherwise strongly back the amendments recommended in 11.6 and 11.7, emphasizing the benefits of each to county residents and to the careful furtherance of county government in the public interest.

**RESPONSE**

See responses to 11.6 and 11.7 respectively. The governance structure adopted by the Board of Supervisors last year has directly led to significant progress on the County's most challenging issues while maintaining momentum across other essential areas of public service as noted in our response to 11.6. This recommendation will not be implemented.

R.12

Ready Or Not:

Adulthood is  
Now



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

August 23, 2016

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

Board of Supervisors  
HILDA L. SOLIS  
First District

MARK RIDLEY-THOMAS  
Second District

SHEILA KUEHL  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

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- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

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SAH:JJ:FAD:CT:yjf

Attachments

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COUNTY OF LOS ANGELES  
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
READY OR NOT: ADULTHOOD IS NOW

**RECOMMENDATION NO.12.1**

County of Los Angeles and the Department of Children and Family Services should establish more non-Department of Health Services Transitional Age Youth drop in centers which provide showers, meals, internet access, peer support groups, linkage to educational services, employment assistance, medical treatment information and transportation. This should be completed within 24 months.

**RESPONSE**

Partially disagree. The recommendation requires further analysis by the Department of Children and Family Services (DCFS). See DCFS's response (Attachment D).

**RECOMMENDATION NO.12.2**

Los Angeles County and the Department of Children and Family Services should create financially driven incentive programs which are tied to the academic performance of foster youth. For example, the Department of Children and Family Services should reward foster care providers whose wards graduate from each level including elementary, middle and high school with a "B" average or better. This should be accomplished within 12 months.

**RESPONSE**

Agree in concept but the recommendation requires further analysis. See Department of Children and Family Services' response (Attachment D).

**RECOMMENDATION NO.12.3**

Los Angeles County and the Department of Children and Family Services should create a mobile app which will allow Transitional Age Youth to access the multitude of services available to them. This should be completed within 12 months.

**RESPONSE**

Agree. See the Department of Children and Family Services' response (Attachment D).

**RECOMMENDATION NO.12.4**

Los Angeles County and the Department of Children and Family Services should immediately start to reanalyze and implement the recommendations made by the Civil Grand Jury of 2007-2008 pertaining to foster care youth. These recommendations are still valuable. Implementation of these recommendations will ensure greater success for Transitional Age Youth.

RESPONSE

Disagree. In 2014 the Board of Supervisors (Board) convened a Blue Ribbon Commission on Child Protection (BRCCP) to evaluate all past recommendations made to the Department by various commissions, agencies, and groups, including those made by the Los Angeles County Civil Grand Jury. The BRCCP then developed its own recommendations which were adopted by the Board. One of the recommendations adopted was to establish the Office of Child Protection to develop a joint strategic plan to improve child safety and benefit children throughout the County of Los Angeles.

The Office of Child Protection (OCP) was established and already began working to ensure greater success for Transitional Age Youth. In conjunction with partners, the OCP will continue this work through three main avenues.

The first avenue is through responding to a Board motion, Advancing Efforts to Support the Success of Emancipated Forster Youth, issued June 28, 2016. This motion directs the Executive Director for the OCP, in conjunction with all affected County Departments including Health Services Agency (including Mental Health, Public Health, and Health), Community and Senior Services (CSS), Office of Education, Public Social Services, Probation, and the Department of Children and Family Services (DCFS) to:

- a) Revisit a previously developed integrated service delivery and implementation plan to serve Los Angeles County Young Adults and Transitional Aged Adult Populations and report back on outcomes to date.
- b) Identify new goals to meet the unique needs of this population, starting engagement and service delivery at the age of 12 when possible.
- c) Establish new FY 16-17 Management Appraisal and Performance Plan (MAPP) goals for each affected department that align with objectives to provide services and meet the needs of these targeted youth.

The Board further moved that the OCP, working in conjunction with the Director of the Center for Strategic Public-Private Partnerships, identify opportunities to engage the philanthropic community in the needs of young adults and transition aged youth. The report back to the Board on this motion is due by September 28, 2016.

The second avenue is through the implementation of the OCP's Countywide Child Protection Strategic Plan 2016-2020. One of the strategies in the plan focuses specifically on championing collaboration across major stakeholders to improve outcomes for transition age youth. The OCP will work with CSS, DCFS, Probation, community partners, philanthropy and others to develop a Countywide plan to expand job readiness and employment opportunities for eligible system-involved youth and improve self-sufficiency. The OCP will also work with DCFS, Probation, the Department of Mental Health (DMH), the Los Angeles Homeless Services Authority (LAHSA), philanthropy, and others to ensure transition-aged youth are connected to stable housing. The OCP, working with its partners, will also focus on issues such as the provision of early intervention, mentoring, and comprehensive information systems to improve outcomes for transition aged youth.

The third avenue OCP will work to ensure greater success for Transitional Age Youth is to work with the Los Angeles County Education Coordinating Council (ECC), currently under the OCP, on their newly passed ECC Strategic Plan 2016-2020. This plan has priority areas for system-involved transition aged youth including those related to improving access to jobs and college, the development of electronic information storage and exchange, coordinating care and communication between providers during school years, and creating a systematic process of evaluation to measure outcomes. The OCP and the ECC have committed to work collectively with partners to improve policies and resolve barriers that impact the ability of transition-aged youth to benefit from education and employment opportunities.

R.13

Renter or  
Landlord:

Who Benefits?



RECEIVED

OCT 05 2016

OFFICE OF  
PRESIDING JUDGE

RON GALPERIN  
CONTROLLER

September 30, 2016

#195

13.2

Dorothy

The Honorable Carolyn B. Kuhl  
Presiding Judge, Superior Court of California, County of Los Angeles  
Stanley Mosk Courthouse  
111 N. Hill Street  
Los Angeles, CA 90012

*Duplicate response.*

*Date to be implemented*

*original David 12/28/16 per letter dated 9/26/16*

**Re: Los Angeles Civil Grand Jury Report -- Renter or Landlord: Who Benefits?**

I would like to thank the County of Los Angeles Civil Grand Jury for its recommendation that the Controller's office audit the Los Angeles Housing and Community Investment Department's administration of the Systematic Code Enforcement Program.

We agree with your recommendation to audit this very important function. Please see the letter dated September 26, 2016, addressed to the general manager of the Housing and Community Investment Department, announcing that we are commencing such an audit.

Please convey my appreciation to the members of the Grand Jury for their hard work, insights and dedication on this very important matter.

Sincerely,

RON GALPERIN  
City Controller



**RON GALPERIN**  
LOS ANGELES CITY CONTROLLER  
200 N. MAIN STREET, SUITE 300  
LOS ANGELES, CA 90012

THE HONORABLE CAROLYN B. KUHL  
PRESIDING JUDGE, SUPERIOR COURT OF  
CALIFORNIA, COUNTY OF LOS ANGELES  
STANLEY MOSK COURTHOUSE  
111 N. HILL STREET  
LOS ANGELES, CA 90012



Regulatory Compliance & Code Bureau  
1200 West 7th Street, 8th Floor, Los Angeles, CA 90017  
tel 213.808.8888 | toll-free 866.557.7368  
hcidla.lacity.org



Eric Garcetti, Mayor  
Rushmore D. Cervantes, General Manager

September 28, 2016

**RECEIVED**

**OCT 05 2016**

**OFFICE OF  
PRESIDING JUDGE**

#190  
Rouben, Dorothy,  
Rennie

Carolyn B. Kuhl, Presiding Judge  
Los Angeles Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, CA 90012

**Re: RENTER OR LANDLORD: WHO BENEFITS?  
2015-2016 Los Angeles County Civil Grand Jury Final Report**

Dear Judge Kuhl:

The Los Angeles Housing and Community Investment Department acknowledges receipt of the 2015-2016 Los Angeles County Civil Grand Jury Final Report and its recommendations included in the investigative committee report titled, "Renter or Landlord: Who Benefits?", regarding Systematic Code Enforcement Program rental housing inspections, and allowable annual rent increases defined in the Rent Stabilization Ordinance. The Los Angeles Housing and Community Investment Department appreciates the Civil Grand Jury's interest in our programs. In accordance with California Penal Code §933.05 (a) and (b), we respectfully submit Attachment A as our formal response to Recommendations 13.1, 13.2, 13.3, and 13.4.

For additional questions or comments, your staff may contact Assistant General Manager Roberto Aldape directly at (213) 808-8826.

Sincerely,

A handwritten signature in black ink, appearing to read 'RDC', written over a horizontal line.

**RUSHMORE D. CERVANTES**  
General Manager

Attachment

cc: Ron Galperin, Controller  
Brenda Shockley, Deputy Mayor  
Miguel Santana, City Administrative Officer

## RESPONSE TO THE CIVIL GRAND JURY FINAL REPORT

Department: Los Angeles Housing and Community Investment Department

Subject: 2015-2016 Civil Grand Jury Recommendations For:  
Renter Or Landlord: Who Benefits?

**Recommendation No. 13.1** - The City of Los Angeles Housing and Community Investment Department (HCIDLA) should inspect each rental unit in the City of Los Angeles at least once every three years as required by the Los Angeles City Municipal Code.

**Response:** HCIDLA partially agrees with this recommendation.

We believe that some, but not all, rental properties should be inspected at least once every three years. This is discussed in greater detail under Recommendation No. 13.2.

**Recommendation No. 13.2** - The City of Los Angeles should, within three months, amend section 161.353<sup>1</sup> of the Los Angeles Municipal Code (LAMC) that states the mandatory interval between Systematic Code Enforcement Program inspections.

**Response:** HCIDLA agrees with this recommendation.

Section 161.353 is within Chapter VXi Article 1 of the LAMC and is known as the City of Los Angeles Housing Code (Housing Code). The Housing Code was developed through a public-private partnership, after an independent panel of concerned citizens selected by the Mayor examined the City's housing conditions and then proposed the framework for a three-year periodic housing inspection program. In 1998, the Los Angeles City Council enacted the Housing Code as law and established the Systematic Code Enforcement Program (SCEP).

Subsequent to this, in 2001, the City Controller evaluated the SCEP and identified significant resource and staffing problems that prevented the SCEP from achieving the goal of inspecting multifamily units once every three years. As a result, the Controller made 15 recommendations for program improvement and noted that, in its current state, the Department would need to increase SCEP inspection staffing levels by 400% to meet the goal of inspecting every property once every three years. As a result, the Mayor and Council added staffing for the Department by 87%.

In 2007, the Controller conducted a "Follow-up Audit" of the SCEP. This audit found that the SCEP had fully implemented 12 of the original 15 recommendations and had increased SCEP staffing

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<sup>1</sup> Original Civil Grand Jury Report references section 163.352 in error.

by 87%. Moreover, the audit found that it is highly unlikely that the Department would be able to achieve the three-year mandated inspection cycle without considerable additional resources. In the meantime, the City had entered into a financial crisis and had implemented a hiring freeze, thus further limiting the Department's ability to get additional resources.

HCIDLA has carefully reviewed these past audit recommendations and intends to propose revisions to Section 161.353 of the Los Angeles Municipal Code that will allow the Department to inspect problem properties more frequently and well-maintained properties less frequently. HCIDLA finds that this is a reasonable and feasible approach. HCIDLA will work with City officials to revise the Housing Code.

**Recommendation No. 13.3** - The City of Los Angeles Housing and Community Investment Department should, within three months, accurately inform the public that inspection of each rental unit in the City of Los Angeles is required at intervals of every three years.

**Response:** HCIDLA partially agrees with this recommendation.

HCIDLA will inform the public of any revised laws enacted by the City Council and Mayor relative to the Housing Code.

**Recommendation No. 13.4** - The City of Los Angeles should re-evaluate the 3% floor on automatic annual rental increases when the CPI is lower than 3%. Allowable rent increases should equal the Consumer Price Index when it is lower than 3% but not below 0%.

**Response:** The economic impact of the RSO has been reviewed numerous times since the adoption of the Ordinance in 1979, including major studies conducted in 1984, 1988, 1994 and 2009. The issue of the appropriate mechanism for setting the annual allowable rent increase for RSO units was a major focus of the last Study, issued in 2010. Among several findings and recommendations, the Study concluded that the current methodology for setting the annual allowable rent increases utilizing the CPI should be retained. The Housing Committee and City Council held numerous public hearings on the Study findings and recommendations and policy makers ultimately elected not to change the 3% floor and 8% maximum for the annual RSO increase. No action was taken. Another review of the RSO would be per the direction of the Mayor and City Council.

R.14

Save Our

Seniors:

Nursing Home

Inspections



**BARBARA FERRER, Ph.D., M.P.H., M.Ed.**  
Director

**JEFFREY D. GUNZENHAUSER, M.D., M.P.H.**  
Interim Health Officer

**CYNTHIA A. HARDING, M.P.H.**  
Chief Deputy Director

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Fifth District

Received  
234-3,3,17

R14

B-1 ✓  
A1 ✓ TP

March 1, 2017

Joanne D. Saliba, Foreperson  
Douglas Benedict, Chair, Continuity Committee  
2016-17 Los Angeles County Civil Grand Jury  
210 West Temple Street, Room 11-506  
Los Angeles, California 90012

Dear Ms. Saliba & Mr. Benedict:

As directed by your letter sent February 1, 2017, the Department of Public Health (DPH) has prepared a revised response to the 2015-16 Los Angeles County Civil Grand Jury recommendations of its report entitled, "*Save our Seniors: Nursing Home Inspections.*" Please see the attached document.

If you have any questions or need additional information, please let me know.

Sincerely,

  
Cynthia A. Harding, M.P.H.  
Chief Deputy Director

Attachment

c: Barbara Ferrer, Ph.D., M.P.H., M.Ed.

# RESPONSE TO RECOMMENDATIONS IN THE CIVIL GRAND JURY FINAL REPORT "SAVE OUR SENIORS: NURSING HOME INSPECTIONS"

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH

NOTE: This is a revised response to the subject report, based on the Civil Grand Jury letter dated February 1, 2017. While the following recommendations by the Civil Grand Jury were addressed to both the Department of Health Services (DHS) and the Department of Public Health (DPH), the responses provided herein are provided solely by DPH, as the Health Facilities Inspection Division (HFID) is a part of DPH and DHS does not have a role in its administration.

### RECOMMENDATION NO. 14.1

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should develop a process to route all complaints, including ERI's, to the IT department in Norwalk to be entered in the ACTS system as they are received.

### RESPONSE:

**Disagree. Will not implement.** Routing all complaints and Entity-Reported Incidents (ERIs) to its IT department in Norwalk for entry into the ASPEN Complaint Tracking System (ACTS) will cause a significant delay in prioritizing complaints and ERIs. Immediate Jeopardy (IJ) complaints and ERIs must, by law, be initiated within twenty-four (24) hours of receipt. This extra step and subsequent delay could result in non-compliance with State requirements.

When handling complaints or ERIs, all HFID District Offices (DOs) adhere to the State Policies and Procedures Manual, specifically Appendix A, Complaint Process, which describes the ASPEN Complaint Tracking System (ACTS) Complaint/Incident Workflow (see Attachment 14.1). HFID cannot deviate from this Workflow as it is part of its contractual obligation with the California Department of Public Health (CDPH).

### RECOMMENDATION NO. 14.2

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should form a team to develop a new electronic template to be used by surveyors to input complaints information into ACTS.

---

#### RECOMMENDATION NO. 14.4

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should make it mandatory for surveyors, assistant supervisors and supervisors to use laptops during the conduct of surveys by December 31, 2016.

#### RESPONSE:

**Agree. Will implement by March 16, 2017;** however, assistant supervisors and supervisors do not normally conduct surveys. Nevertheless, HFID prepared a draft policy that would make it mandatory for surveyors, assistant supervisors, and supervisors to use laptops while conducting surveys. The draft policy was submitted for review by DPH Human Resources, which consults with the Service Employees International Union (SEIU), the union that represents HFENs and REHSs. This review is necessary because changes in working conditions become a labor issue, and therefore warrant review and approval. HFID's Assistant Chief submitted the policy on August 25, 2016, and received approval on February 21, 2017.

#### RECOMMENDATION NO. 14.5

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should ensure that program managers, supervisors, and assistant supervisors receive adequate training in ASPEN and access to and training on CASPER to enable them to produce timely and informative reports.

#### RESPONSE:

**Agree. Implemented.** This recommendation has been implemented. Selected HFID staff, including the IT manager, received in-depth ASPEN training from CDPH. These staff members trained others in their respective DOs, and continue to train new staff. HFID also worked with CMS and CDPH to train and provide access for program managers, supervisors, and assistant supervisors.

#### RECOMMENDATION NO. 14.6

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should develop a system to monitor new hire post-training needs, including compliance with mandatory training requirements and competencies. A post-training review process that enables HFID managers and supervisors to identify when competencies have not been established and refresher training.

#### RESPONSE:

**Agree. Implemented.** HFID maintains a centralized tracking log to document completion of mandatory County and State training requirements and competencies. HFID also established a field evaluation process whereby surveyors are assessed on their performance in meeting State Operations Manual standards to identify surveyors' training needs.

#### RECOMMENDATION NO. 14.8

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should hold weekly staff meetings to discuss investigation problems occurring in the field, potential morale issues and any overall concerns that may affect a well-run efficient organization.

#### RESPONSE:

**Disagree. Will not implement.** Holding weekly meetings will adversely impact HFID productivity and its ability to meet contractual obligations and other mandates. To meet the contractual work plan, HFENs are required to conduct at least two surveys monthly, and write their survey reports during the week they are in the office. Complaint team members are required to complete four investigations per week. Contractual workload requirements can only be met if these standards are achieved. It is not feasible to pull surveyors from the field for weekly staff meetings and still meet the required standards.

HFID DO supervisors currently hold monthly meetings with staff to discuss workloads, expectations, and concerns. For investigation problems occurring in the field, surveyors have been instructed to immediately call their DO supervisor or senior HFEN, just as they should when an IJ is identified during the course of the survey or complaint/ERI, or any other concerns they might have while in the field. Surveyors who are conducting recertification surveys are also required to call their supervisors daily to discuss any unique survey findings. In these ways, surveyors have access to their supervisors for any concerns, and supervisors make themselves available to surveyors to address issues.

Further, HFID management has held regional meetings with all staff since December 2014 that included presentations intended to help staff gain additional skills and knowledge. HFID also formed a Quality Assurance Committee in January 2016, which meets at least quarterly, to address any issues that arise with surveys and complaint processes, identify efficiencies and strategize on how to best implement them, identify issues with training and address employee morale, and discuss other issues that affect the division.

#### RECOMMENDATION NO. 14.9

The Department of Health Services, the Department of Public Health, and the Health Facilities Inspection Division should initiate a study to determine how to reduce the hostilities between Health Facilities Evaluator Nurses and Registered Environmental Health Specialists due to differential in wages and responsibilities.

#### RESPONSE:

**Disagree. Will not implement.** HFID management participates in regularly scheduled SEIU meetings with each of the bargaining units for HFENs and REHSs. We are aware of the hostilities between these two groups, and believe that working with the respective bargaining units, as well as the increased communications described in our response to

management in the Health Facilities Inspection Division to district offices time is set aside for them to discuss with surveyors, on a one-to-one basis, issues regarding the surveyor job.

RESPONSE:

**Disagree. Will not implement.** HFID senior management will continue working with Supervisors and Assistant Supervisors to develop their leadership skills and ensure they are available to surveyors to discuss issues regarding the surveyor job. To foster further communication, HFID is installing suggestion boxes at each HFID office to solicit recommendations from staff about work processes and other improvements. These suggestions will be reviewed by senior management, and feedback will be provided to staff about actions taken related to the suggestions.

## **ACTS Complaint/Incident Workflow**

(1) **Intake**: Receive & Log Complaint/Incident Details & Assign Case Owner (slides 2-30)

(2) **Triage**: Supervisor Review, Prioritization & Allegation Formalization (slides 31-74)

(3) **Acknowledgement**: Complaint/Related Party Notification (slide 75)

(4) **Assignment**: Schedule Investigation Tasks & Visit (slide 76-123)

(5) **Investigation**: Complaint/Incident Inspection & Findings Determination (ASE)

(6) **Import & Generate 2567**: Import Finalized Finding from ASE & Generate 2567 from ACTS (slides 124-132)

(7) **Finalization**: Investigation Outcome & Closure Information (slides 133-175)

(8) **Final Notification**: To Complainant & required Parties (slide 176)

(9) **Upload Transaction**: (slides 177-192)

(10) **Close Complaint/Incident**: (slides 193-201)

R.15

The Los Angeles  
County  
Probation:  
Department  
and Technology



SACHI A. HAMAI  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

August 23, 2016

Board of Supervisors  
HILDA L. SOLIS  
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MARK RIDLEY-THOMAS  
Second District  
SHEILA KUEHL  
Third District  
DON KNABE  
Fourth District  
MICHAEL D. ANTONOVICH  
Fifth District

To: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: Sachi A. Hamai  
Chief Executive Officer

### 2015-2016 LOS ANGELES CIVIL GRAND JURY FINAL REPORT

Attached are responses to the 2015-2016 Civil Grand Jury Final Report. We are responding to specific recommendations dealing with the following sections:

- A Closer Look at Policing and the Mentally Ill; - Report 3: LACS, BOS, DHS
- Alternatives to Squalor: the Need to House the Homeless; - Report 4: BOS, LACS, LACFD, DHS
- Capital Appreciation Bonds and Other School Bond Debt: Consequences of Poor Financial Practices; Report 6: BOS, LACOE, LACAC, LACOTTC
- ETO<sub>2</sub>Vote: Everybody Turn-Out to Vote; Report 7: BOS, RR/KC
- ICE in LA; Report 8: BOS, LACS
- Politics 101: Observations on Los Angeles County Governance; Report 11: BOS
- Ready or Not: Adulthood is Now; and Report 12: BOS, DCFS
- Los Angeles County Probation Department and Technology Report 15: BOS, LACPB

Attachment A represents the Chief Executive Officer's responses; Attachment B through L represents the department's responses; and Attachment M represents a matrix of the questions and responses from each department.

If you have any questions regarding our responses, please contact me, or your staff may contact Cheri Thomas, by phone at (213) 974-1326 or by email at [cthomas@ceo.lacounty.gov](mailto:cthomas@ceo.lacounty.gov).

SAH:JJ:FAD:CT:yjf

Attachments

*"To Enrich Lives Through Effective And Caring Service"*

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COUNTY OF LOS ANGELES  
CHIEF EXECUTIVE OFFICE FOR THE BOARD OF SUPERVISORS

2015-2016 CIVIL GRAND JURY RECOMMENDATIONS FOR  
LOS ANGELES COUNTY PROBATION DEPARTMENT AND TECHNOLOGY

**RECOMMENDATION NO.15.1**

The Los Angeles County and Los Angeles County Probation Department should ensure that laptop computers or tablets are available to probation officers going into the field.

**RESPONSE**

Agree. See the Probation Department's response (Attachment H).

**RECOMMENDATION NO.15.2**

Los Angeles County and Los Angeles County Probation Department should ensure that probation officers dealing with California Public Safety Realignment Act of 2011 probationers not have to share an office computer with another officer.

**RESPONSE**

Agree. See the Probation Department's response (Attachment H).

**RECOMMENDATION NO.15.3**

Los Angeles County and Los Angeles County Probation Department should issue cell phones to probation officers should allow dialing 911 without a ten digit code being entered first.

**RESPONSE**

Agree. See the Probation Department's response (Attachment H).

**RECOMMENDATION NO.15.4**

Los Angeles County and Los Angeles County Probation Department should initiate a study to determine the cost and availability of software that is available or could be developed that would allow probation officers to access both juvenile and adult probationers as well as communicate with other county and state agencies.

**RESPONSE**

Agree. See the Probation Department's response (Attachment H).

R.16

Trying to Keep  
“Mom and  
Pop” Afloat



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

Submitted via hand-delivery

September 29, 2016

#120  
Fel;

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor – Room 11-506  
Los Angeles, CA 90012

Re: Civil Grand Jury (CGJ) Report "Trying to Keep "Mom and Pop" Afloat"

Honorable Presiding Judge,

This letter is in response to the CGJ review and assessment of Metro's pilot Business Interruption Fund (BIF) which provides financial assistance to small "mom and pop" businesses located along the Crenshaw/LAX transit line, the Little Tokyo area and the 2nd/Broadway segment along the Regional Connector and Phase I of the Purple Line Extension that are directly impacted by transit rail construction. Metro would like to thank the GCJ Committee members under the leadership of Rene Childress for the ongoing support of the BIF and recognition of the unprecedented level of financial assistance authorized to support small businesses impacted by Metro's transit rail construction. It is through the commitment and support of Metro's Board of Directors, stakeholders, constituents and the community that Metro can fulfill the mission of building a world class transportation system for the future of Los Angeles County while supporting small businesses ability to thrive throughout construction and post construction.

Recognizing the CGJ commissioned GCAP Services, Inc. (GCAP) to perform an assessment of the BIF and merchant survey along the Crenshaw/LAX transit line (Crenshaw Corridor); Metro staff including the contracted BIF fund administrator, Pacific Coast Regional Small Business Development Corporation (PCR) performed a comprehensive review of the final Report. Several areas within the Report provide conflicting data and/or lead to concern for the methodology that was employed. The Report includes inconsistent data sets for the population sampling. For example, the reported number of merchants contacted and/or interviewed varies from 145 to 324; which 35 of the 88 merchants that participated in GCAP's survey had not actually applied for the BIF and 21 merchants indicated that they received a BIF grant. The Report does not account for the remaining survey participants. The variation and inconsistencies in the data present throughout the survey responses make it difficult for Metro staff to net quantitative metrics for ongoing consideration; although there are various qualitative results which can be leveraged as Metro continues to assess the performance of the pilot program.

In addition, the Report includes subjective characterizations of merchants such as highlighting that merchants developed an affiliation with the BIF and appeared to prefer to minimize comments that may be deemed less than complimentary; and many merchants multi-tasked during the interview to expedite it. These characterizations support staff's concern for the survey methodology which Metro communicated early into the program assessment as demonstrated in the letter issued March 16, 2016 (Attachment). Furthermore, the low survey participation rate substantiates the level of commitment that is required to outreach and engage the participation

of “mom and pop” businesses. It is also a demonstration of the commitment that Metro and PCR have made in qualifying more than 100 businesses to participate in the BIF. Through the early program observations, the level of direct in-person outreach followed by ongoing interactions with small business owners have been identified as the most effective means of engagement. Metro continues to advance efforts for implementation of the historic pilot program.

The BIF formally launched in April 2015 and keeping with the objective of supporting “mom and pop” businesses ability to thrive throughout and post construction of transit rail mega projects and experience growth opportunities associated with new transit rail services; as of September 23, 2016, Metro has awarded 262 grants exceeding the total amount of \$5.1 million to directly impacted small businesses of which 94% have remained in operations six months post BIF grant award and 91% in operations one-year post grant award. Metro has awarded more than the total amount of \$2.9 million to 99 directly impacted businesses along the Crenshaw Corridor of which more than 50% of the businesses have received more than one grant award. Additional program information such as BIF grant awards by transit project and program measures of effectiveness can be viewed online at [metro.net/bif](http://metro.net/bif).

Metro will continue to support “mom and pop” businesses directly impacted by the construction as it is anticipated that the number of qualifying businesses will steadily increase as construction of the Crenshaw/LAX transit line progresses; in-turn the amount of financial assistance awarded through the BIF is projected to increase. In addition, Metro established the pilot Crenshaw/LAX Transit Project Business Solution Center (BSC) as a small business resource center that provides hands-on client services and business assistance to small businesses along the Crenshaw Corridor. Metro’s BSC is also a first-ever pilot program that is a demonstration of the ongoing commitment to support the community throughout construction. The BSC has provided business assistance and referrals to more than 200 businesses along the Crenshaw Corridor since the formal launch in February 2015.

Lastly, Metro assigns a Construction Relations team to all major capital projects. Construction Relations is responsible for conducting public outreach, stakeholder communications and construction impact coordination and mitigation. Utilizing a full range of communication tools, Construction Relations works with the public to advance information related to street closure and construction impacts. Depending on the type of construction activity and anticipated impacts, Construction and Community Relations develops an outreach plan that includes multiple methods for communication through both traditional and social media for riders and adjacent stakeholders alike. Some of these include: door-to-door distribution of printed flyers and construction notices, email blasts, Facebook, Twitter, Next Door and Waze; updates on the project website, radio, online and print media buys.

Stakeholders adjacent to the construction area are briefed on the construction activities and service interruptions in advance of construction commencing. Briefings take many forms, but always are geared toward potentially impacted stakeholders such as residential complexes, local businesses, community organizations and schools, business associations, cultural institutions, faith based organizations and neighborhood councils.

The following responses are provided to the recommendations outlined in the Report:

**Recommendation 16.1** The Los Angeles County Metropolitan Transportation Authority (Metro) should expand loss mitigation financial assistance. Rather than offering one-size fits all financial services, create a program that offers a combination of grants, low-interest and forgivable loans, and advances, each with their own set of criteria so businesses with different needs and means

have options. Grants and forgivable loan resources should make up the core of this loss-mitigation strategy.

- **Metro Response**

Metro conducted an independent assessment of various financial assistance programs including those outlined in the Report prior to the establishment of the BIF; and the grant program was identified as the preferred and most suitable option to provide financial assistance to directly impacted small businesses without placing an undue burden on businesses. Keeping with the objective of developing a pilot program that is prudent yet provides a seamless process for “mom and pop” businesses to apply and access financial assistance while ensuring a direct nexus to Metro's construction activity and safeguarding public funds; the BIF provides qualifying small businesses up to \$50,000 of financial assistance through a grant. Through the BIF small businesses that demonstrate a loss of business revenue directly related to the period of Metro's construction disruption may qualify for a grant. The BIF is a grant program that provides access to financial assistance through a process that is less strenuous for small “mom and pop” businesses than a loan program. A loan program not only places additional financial burden on small businesses but it also generally requires more strenuous qualification requirements and years of financial statements including considerations to business profit and loss. The BIF supports Metro's objective to support small “mom and pop” businesses ability to continue to thrive throughout and post construction without placing an undue burden or debt on small businesses. Metro will continue to assess the pilot BIF and identify opportunities for enhancement.

Y/S  
(Crenshaw)

**Recommendation 16.2** Metro should direct its consultant to provide temporary signage to merchants during construction. For example, open for business sign, detour signs.

- **Metro Response**

Metro assigns a Construction Relations team to all major capital projects. Construction Relations is responsible for conducting public outreach, stakeholder communications and construction impact coordination and mitigation. Serving as the liaison between Metro, the contractor and the community; Construction Relations works to coordinate construction activities in an effort to reduce public impacts. Knowing the inner workings of the community allows Construction Relations to advocate on their behalf when it comes to work schedule, activities and the ongoing support of community events. Metro's team works closely with the contractor to ensure that the community inclusive of the local businesses is aware and prepared for the challenges associated with a construction project. For instance, “Open During Construction” banners can be seen throughout the transit project alignment.

Y/S

**Recommendation 16.3** Metro should actively patronize local businesses during construction and identify local businesses along the corridor and channel work to them during construction.

- **Metro Response**

✓ Metro currently has an unprecedented number of active construction projects in Los Angeles County. The Eat, Shop, Play, Local (ESP Local) program is a mitigation activity directed to help communities impacted by Metro Rail construction. Eat, Shop, Play Crenshaw was developed as a pilot advertising and community engagement campaign designed to promote and support small businesses impacted by Crenshaw/LAX Transit Project construction. The intent of the program was to feature local businesses to both the community and regional audiences, while encouraging residents, businesses and visitors to “Take the Pledge” to eat at local restaurants, shop at local stores and play at local entertainment venues within the Crenshaw Corridor.

To support businesses that participate in ESP Local, Metro organizes events to attract large numbers of people to businesses, spotlights the businesses through online advertisements and provides opportunities to position the businesses at prominent Metro events. Metro's Construction Relations team engages businesses, develops the collateral materials, and encourages community program participation. ESP Local activities complement the existing Construction Relations Community Relations program and are free to participating businesses.

**Recommendation 16.4** Metro should provide a graduated award merchants who are located closer to extremely high impact areas of construction (businesses adjacent to extremely high impact areas would qualify for an "extended impact" grant award).

- **Metro Response**

7, Recognizing the importance to maintain a fiscally prudent yet efficient program that provides access to financial assistance to directly impacted "mom and pop" businesses while maintaining a nexus to Metro's construction to avoid a gift of public funds; participation in the BIF was defined for businesses located immediately adjacent to a rail corridor whose business revenues decreased as a result of construction activities from specified Metro construction projects occurring in front of a business or on the block in which a business is situated. BIF eligibility and participation is directly correlated to construction schedules, activities and impairments. As construction activities progress along the specified transit rail projects an increase number of BIF applications is foreseeable as well as a projected increase in the number of BIF grant awards over the span of the pilot program.

**Recommendation 16.5** Metro should expand eligibility qualifications to allow merchants with less than two years but, at least six months, in business to receive a maximum award not to surpass \$10,000 a year (the qualifying merchant must be able to provide current financial documents and current business filings).

- **Metro Response**

Metro has developed Administrative Guidelines for the BIF which outline the various guidelines and provisions. In addition to meet the technical qualifications to participate in the BIF businesses must also demonstrate a loss of business revenue directly related to the period of construction disruption. Metro's fund administrator assesses a businesses' revenue decline in the most recent quarter(s) since the construction period began as compared to the same quarter(s) one year prior to the beginning of the construction period. Furthermore, qualifying businesses must be in good standing with all local, state and federal taxing and licensing authorities and must be able to provide the required financial documents including federal tax returns from the most recently completed federal tax year. The recommended six-months of business operations do not support the comparative financial analysis that is required for revenue loss determination and BIF grant award determination.

**Recommendation 16.6** Metro should establish a Storefront Improvement Grant program aimed at assisting property and business owners in rehabilitating their storefronts at the termination of construction

- **Metro Response**

As a financial assistance program, the BIF covers fixed operating expenses for "mom and pop" businesses such as: utilities, insurance, rent or mortgage, payroll and others. Upon approval for a BIF grant, the grantee must first use the payment to cover past due amounts for fixed operating expenses. The remaining balance of grant funds after the payment of fixed operating expenses is paid to the grantee; which the grantee at his/her discretion may use for other business related investments and/or expenses such as façade enhancements.

In addition, Metro's BSC provides small businesses in the Crenshaw Corridor with referrals to other small business resource providers and programs throughout the region; and BIF grantees are also referred to PCR's Small Business Development Center (SBDC) for access to other small business programs and resources available through the SBDC.

**Recommendation 16.7** Metro should consider each of the programs in Survey Question G.1., to more fully support merchants.

- **Metro Response**

In an effort to uphold Metro's commitment to being a trusted community builder, partner and stakeholder, Metro has implemented an array of programs and initiatives including resources in support of the diverse representation of the small business communities impacted by the transit rail construction. In addition to the establishment of Metro's pilot BIF and BSC other initiatives such as Metro's Eat, Shop, Play campaign have been implemented including various construction mitigations and community relations outreach, education and engagement efforts. Metro has also established the Small Business Assistance Center to support small businesses located in the Little Tokyo area of the Regional Connector Transit Project; and BIF grantees have access to the resources and services provided through PCR's SBDC. Metro will continue to support the small business communities impacted by the transit rail construction projects and will continue to assess the effectiveness and efficiency of each program through the engagement of community members and stakeholders.

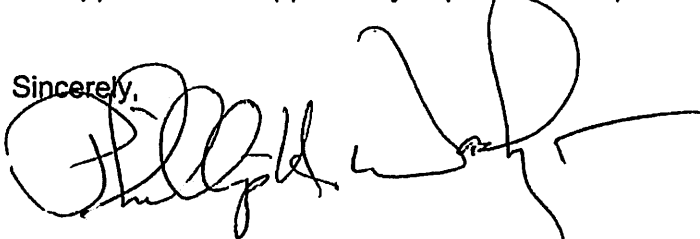
**Recommendation 16.8** Metro should continue to work with the Business Solutions Center to increase merchant awareness its capabilities and features.

- **Metro Response**

Metro will continue to leverage the BSC and will actively seek opportunities to increase awareness of the center. The BSC is co-located at the Los Angeles Urban League which is a long-standing institution and resource in the Crenshaw Corridor. The co-location of the BSC may lend to miscommunication among business owners that may not be able to delineate the BSC from the Los Angeles Urban League. Metro will continue to increase awareness through banners and/or signage for the BSC and continue to advertise BSC programs and services in local publications and Metro's social media platforms; and BSC program staff will continue to directly outreach to the more than 200 businesses that have engaged the services of the BSC.

We appreciate the opportunity to provide a response to the Report.

Sincerely,

A handwritten signature in black ink, appearing to read "Phillip A. Washington", written over a horizontal line.

Phillip A. Washington, Chief Executive Officer  
Los Angeles County Metropolitan Transportation Authority

Attachment: Metro Letter - March 16, 2016

cc:  
County Counsel  
Chron File

R.17

Where Had  
L.A.'s Property  
Gone?

To Whom and  
For How Much



RON GALPERIN  
CONTROLLER

#194

Feli

10/31/16

Completed

17 1-17.8

RECEIVED

OCT 05 2016

OFFICE OF  
PRESIDING JUDGE

September 30, 2016

The Honorable Carolyn B. Kuhl  
Presiding Judge, Superior Court of California, County of Los Angeles  
Stanley Mosk Courthouse  
111 N. Hill Street  
Los Angeles, CA 90012

**Re: County of Los Angeles Civil Grand Jury Report: "Where Has L.A.'s Property Gone?  
To Whom and For How Much?"**

Dear Judge Kuhl:

I would like to thank the Los Angeles County Civil Grand Jury for its recent report on the City of Los Angeles' management of its real estate portfolio. The report highlights a lack of centralized systems for the oversight and disposition of City properties.

As the Grand Jury acknowledged in its report, the Controller's office has already conducted two audits of the City's property management activities, in 2003 and 2008. The audits found that the City did not have a comprehensive list of properties it owned. Despite recommendations in these audits and other efforts to address the problem by former Mayor James K. Hahn, I am disappointed to have to report that the City still has no comprehensive list.

Rather than engage in another audit, as the Grand Jury recommended, I am taking the more direct approach of having my office compile such a list. We are now compiling what I expect will be the most comprehensive list ever of City-owned properties.

I believe this will represent a major step forward for the City, enabling it to better track and manage its assets.

Again, I thank all of the members of the Grand Jury for their time and commitment to public service.

Sincerely,

RON GALPERIN  
City Controller

200 N. MAIN STREET, SUITE 300, LOS ANGELES, CA 90012 • (213) 978-7200 • CONTROLLER.LACITY.ORG



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**RON GALPERIN**  
LOS ANGELES CITY CONTROLLER  
200 N. MAIN STREET, SUITE 300  
LOS ANGELES, CA 90012

THE HONORABLE CAROLYN B. KUHLMAN  
PRESIDING JUDGE, SUPERIOR COURT OF  
CALIFORNIA, COUNTY OF LOS ANGELES  
STANLEY MOSK COURTHOUSE  
111 N. HILL STREET  
LOS ANGELES, CA 90012

17

CITY OF LOS ANGELES  
CALIFORNIA

TONY M. ROYSTER  
GENERAL MANAGER  
AND  
CITY PURCHASING AGENT



ERIC GARCETTI  
MAYOR

116-529

DEPARTMENT OF  
GENERAL SERVICES  
ROOM 701  
CITY HALL SOUTH  
111 EAST FIRST STREET  
LOS ANGELES, CA 90012  
(213) 928-9555  
FAX No. (213) 928-9515

1217

September 21, 2016

Honorable Carolyn B. Kuhl  
Presiding Judge, Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
11th Floor, Room 11-506  
Los Angeles, CA 90012

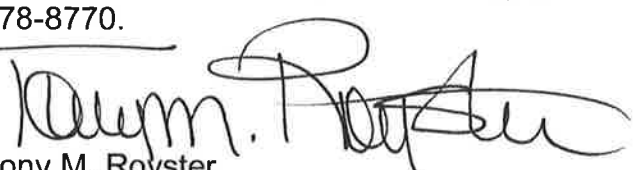
**Civil Grand Jury Report: Where Has LA's Property Gone?  
To Whom And For How Much?**

---

The Department of General Services (GSD) wishes to thank the Civil Grand Jury for their work, particularly for supporting our new Asset Management System which the City of Los Angeles (City) through GSD is in the process of acquiring. This system was funded in the current year budget and was also recommended in a 2014 comprehensive, performance audit of the City's Asset Management Services.

Attached please find a written response from GSD on the findings and recommendations contained in the Civil Grand Jury Report: "Where Has LA's Property Gone? To Whom And For How Much?" The responses are provided in accordance with California Penal Code Sections 933(c) and 933.05.

Should you have any questions, please contact Valerie V. Melloff, Assistant General Manager, at 213-928-9586 or Melody McCormick, Real Estate Services Director, at 213-978-8770.

  
Tony M. Royster  
General Manager

Attachment

**Department of General Services Responses  
to the  
Civil Grand Jury Report:**

***Where Has L.A.'s Property Gone?  
To Whom and for How Much?***

**Civil Grand Jury Findings**

- 1. Los Angeles has excessive real estate holdings that are unused, and have no future plans of using these parcels.**

Response: GSD does not concur with this finding.

Explanation: The Asset Management Strategic Planning Group of the Office of the City Administrative Officer (CAO) is currently working on several plans for various parcels in the short-term and more are anticipated in the long-term. Also, the term excessive is undefined.

- 2. The City of Los Angeles does not have a comprehensive database of all unused, available parcels of land for sale.**

Response: GSD does not concur, in part, with this finding.

Explanation: The Civil Grand Jury was advised GSD currently maintains its listing of surplus properties on a series of Excel spreadsheets and the GSD was in the process of migrating this data to an interim property database in preparation for its eventual migration to the new Asset Management System. The surplus properties now reside in the interim database.

- 3. Fifty percent of most surplus real estate funds pass into the Councilmember's Discretionary Funds.**

Response: GSD does not concur with this finding.

Explanation: This is not always the case. When special funds are used to purchase a property, the special fund used is reimbursed.

- 4. Eleven properties were sold in 2014-15 for a total of \$3,883,800.**

Response: GSD concurs with this finding.

**5. Forty four properties were sold in the last five years for a total of \$36,179,575.**

Response: GSD does not concur with this finding.

Explanation: As of July 31, a total of 49 properties were sold in the last five years (FYs 2012-2016) for \$36.4 million.

**6. Class "C" appraisals have never been audited.**

Response: GSD concurs with this finding.

**7. The Surplus Property Procedure can take up to 2.5 years, or more.**

Response: GSD does not concur with this finding.

Explanation: As shown in the Surplus Sale Chart (pg. 59 of the Civil Grand Jury Report), the process takes approximately eight to ten months on average. The basis for the Civil Grand Jury's finding is unclear.

**8. The City Council makes the decision to declare property surplus and to offer it for sale.**

Response: GSD concurs with this finding.

**9. Oakland lists surplus properties on its City website.**

Response: GSD does not concur, in part, with this finding.

Explanation: GSD staff reviewed the City of Oakland website and determined some which are currently for sale though not necessarily all surplus properties are shown on its website.

**10. Of the nine other largest cities surveyed, no other city applies any funds from the sale of surplus property into City Council members' discretionary funds.**

Response: GSD does not concur with this finding.

Explanation: GSD has no basis for confirming or refuting the claims made by the Civil Grand Jury in this instance.

## **Civil Grand Jury Recommendations**

### **17.1 The Los Angeles City Controller should implement a full and comprehensive audit of the GSD/RES and their operations relating to the sale of surplus property.**

Action: This recommendation will not be implemented because it is not warranted.

Explanation: A comprehensive performance audit of the City's Asset Management Services, which included a review of the Surplus Property Section in the Real Estate Services Division, was conducted in 2014. Many findings in that report have been implemented such as updating the 2009 Strategic Plan or are being implemented such as the acquisition of a new Asset Management System and data cleansing of City-owned properties and leases for entry into this new system. This data cleansing process includes both Council-controlled departments such as the General Services, Transportation, Recreation and Parks and Proprietary Departments such as Water and Power.

With regards to the surplus property process, the 2014 performance audit findings reflected the Sales and Acquisition team is performing well despite the lack of an Asset Management System. The audit findings also noted the division makes the best use of external contractors and subject matter experts and the new AMS would further increase performance.

The audit recommended that the Real Estate Services Division should maintain internal staff for ongoing acquisition and sale processes and only procure the services of a third-party broker on an as-needed basis. To this end, the division currently holds contracts for appraisal services and is rebidding contracts for both title and auction services.

### **17.2 The City should install an up-to-date computer inventory program to provide a comprehensive inventory of all real estate holdings in the City within the next 12 months.**

Action: This recommendation is being implemented beginning in 2014-15 and continuing through 2016-17. No action is required.

Explanation: The City is in the process of implementing a new Asset Management System. As explained to representatives of the Civil Grand Jury, the Request-for-Proposal process was completed and a vendor selected in 2014-15 and funding authorized to purchase and configure the new system in 2015-16. The system should be fully implemented in 2016-17.

An interim asset management system, complete with workflows and mapping capabilities, is in the final stages of system configuration. In addition to implementing the system, the Mayor's Office established a dedicated team to

support GSD's real estate asset management reforms. GSD and the Mayor's dedicated team have built a database of City-owned real estate assets and expect to prepare it for public display this calendar year.

**17.3 The Los Angeles City Council should within 90 days, enact an ordinance stating that all proceeds from surplus real estate sales be deposited into the General Fund.**

Action: This recommendation will not be implemented because it is not reasonable.

Explanation: This recommendation involves a policy matter beyond the purview of GSD.

**17.4 The City of Los Angeles should list all surplus property available on its GSD/RES website within two years.**

Action: This recommendation will be implemented once the new Asset Management System is fully on-line, in approximately two years.

Explanation: The new Asset Management System will have an open public-facing data portal where these properties may be viewed.

**17.5 The City of Los Angeles should update the Surplus Property Procedure to lessen the time needed to complete a sale within six months.**

Action: This recommendation will not be implemented because it is not reasonable.

Explanation: The Surplus Property Procedure typically requires between eight and ten months to complete a sale. Certain mandatory legal requirements (i.e., 54220 Notices Offering Property to Adjacent Government Jurisdictions, posting of Sale Ordinance for 30 days to allow public comment) preclude a six month process. However, the process is always under review. Both GSD and the CAO recently completed such a review.

**17.6 The City of Los Angeles should instruct the Los Angeles City Controller to conduct an audit of the Class "C" Estimates every two years.**

Action: The recommendation will not be implemented because it is not warranted.

Explanation: A Class A appraisal is ordered from an independent outside appraiser with a peer review conducted by a secondary appraiser when a particular property is being evaluated for development or consideration for sale.

The Class C appraisals GSD prepares provide a windshield valuation of property and are solely for internal informational purposes. This approach reduces costs and inefficiencies by eliminating the need to conduct Class A's on the City's portfolio of properties when they are not slated for disposition.

When a Class A appraisal is conducted by an outside contractor, there is an inherent audit check at that time against the Class C estimate that GSD's staff prepared. A determination is made at that time as to whether the value is consistent in both documents. The Class A and Class C comparisons are reviewed by all parties involved in the surplus sale process to detect anomalies. This process precludes the City's need to expend resources on Class C formal audits by a 3<sup>rd</sup> party vendor.

It is unclear what would be gained from an audit of Class C appraisals.

**17.7 The City of Los Angeles should clarify the class specifications for the Real Estate Office and the Senior Real Estate Office so that the specific type of California Certified Appraisal Licenses is stated.**

Action: This recommendation requires further analysis.

Explanation: GSD is evaluating this recommendation and will advise the Personnel Department if changes are warranted.

**17.8 The City of Los Angeles should appoint a dedicated manager to direct General Services Division/Real Estate Services whose focus is to implement a plan to reasonably sell surplus real estate at or above appraised value.**

Response: This recommendation is not warranted as a dedicated manager was in place at the time the Civil Grand Jury conducted its investigation.

Explanation: The CAO Asset Management Strategic Planning group is responsible for long-term strategic planning over the use of City surplus property and other real estate assets, including their disposition for housing, economic development and/or sale by auction to generate revenue. The Los Angeles City Council has recently approved a legal framework that improves the disposition of real estate for economic development, affordable housing, and homelessness, which will further increase the disposition of surplus properties.

Currently, surplus properties are sold at or above appraised value. These sales are based on a Class A appraisal by a 3<sup>rd</sup> party consultant and reviewed by a 3<sup>rd</sup> party peer consultant.

GSD has a dedicated Property Manager over the Sales/Acquisition Team which conducts the transactional work necessary to effectuate the sale of surplus properties at the direction of the City Council.

GSD will continue to work with the Mayor's Office, City Council and departments that own and operate public-owned real estate to continue to improve our portfolio management.

R.21

Detention  
Committee



101 - Keuber

## El Segundo Police Department

348 Main Street • El Segundo, California 90245-3885  
(310) 524-2390 • Fax (310) 640-8648

Mitch Tavera, Chief of Police

September 14, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor – Room 11-506  
Los Angeles, CA 90012

Dear Judge Kuhl,

This letter is in response to the recommendations made by the Civil Grand Jury regarding our jail facilities as noted in the 2015-2016 Los Angeles County Civil Grand Jury Final Report. Observations were made to one (1) jail cell that sustained water damage with a recommendation to repair the condition.

Our agency concurs with the observation as there was in fact water/moisture damage to the jail cell wall as stated in the report. The damage consisted of portions of peeling paint on one wall due to water/moisture exposure on the other side. The condition has been rectified by applying a fresh coat of paint on the damaged wall.

If any other information is required or if you have any questions please feel free to contact me at (310) 524-2267 or [dkim@elsegundo.org](mailto:dkim@elsegundo.org).

Sincerely,

Dan Kim, Lieutenant  
Jail Manager

Detention  
Center  
Committee  
Pura

*This is copy from 2015 Book  
No pages in MASTER copy Book*

### **East L. A. Station**

#### **Finding(s):**

- 28 There was a lack of privacy for detainees during showers.
- 29 There were no closed circuit cameras in the holding cells to help custody assistants with detainee monitoring.

#### **Recommendation(s):**

- 21.28 Install shade cloth in front of shower.
- 21.29 Install closed circuit cameras in each cell.

### **El Monte Police Department**

#### **Finding(s):**

- 30 The kitchen area was dirty.
- 31 There were no defibrillators on site.

#### **Recommendation(s):**

- 21.30 Clean and paint kitchen.
- 21.31 Purchase defibrillator and train personnel to use it.

### **El Segundo Police Department**

#### **Finding(s):**

- 32 Observed one (1) cell with water damage.

#### **Recommendation(s):**

- 21.32 Repair damaged cell.

### **Gardena Police Department**

#### **Finding(s):**

- 33 There were no defibrillators on site.

#### **Recommendation(s):**

- 21.33 Provide defibrillators and train personnel to use them.

### **Glendale Courthouse/Jail**

#### **Finding(s):**

- 34 There were no defibrillators on site.

#### **Recommendation(s):**

- 21.34 Provide defibrillators and train personnel to use them.



# GARDENA POLICE DEPARTMENT

1718 W. 162nd Street • Gardena, CA 90247

Phone (310) 217-9600 • Fax (310) 217-9638

*Edward Medrano, Chief of Police*

September 15, 2016

REF: 16-154

Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor- Room 11-506  
Los Angeles, Ca 90012

**RE: Civil Grand Jury Detention Center Committee Report**

Dear Presiding Judge,

The Gardena Police Department (GPD) is in receipt of the County of Los Angeles Civil Grand Jury Detention Center Committee Report, released June 23, 2016. Our jail facility passed the Grand Jury inspection, and was given recommendations relative to the deployment of Automated External Defibrillators (AED) in the jail and AED training for staff.

Based on these recommendations, GPD staff has avidly researched AED products and training. During our enquiry, we contacted Dr. Clayton Kazan, Medical Director for the Los Angeles County Fire Department. Dr. Kazan is currently doing a study with the Los Angeles County Sheriff's Department (LASD) on the deployment of AED's. Taking advantage of this opportunity, GPD will be able to order AED products when LASD mass orders in the coming months. Additionally, Dr. Kazan will be helping GPD develop an AED training program with a requisite record keeping program, including all other necessary certifications. We hope to have our jail AED program in place and operational by early 2017.

If you have any further questions, please feel free to contact me at: (310) 217-9601.

Sincerely,

Edward Medrano  
Chief of Police



# Los Angeles County Office of Education

Serving Students • Supporting Communities • Leading Educators

Debra Duardo, M.S.W., Ed.D.  
Superintendent

September 30, 2016

# 161 - Dug

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Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, CA 90012

Re: 2015-2016 Civil Grand Jury, Detention Center Committee

Dear Judge Kuhl:

This letter is sent on behalf of Dr. Debra Duardo, Superintendent of the Los Angeles County Office of Education in response to a notice dated June 23, 2016 in reference to recommendations listed in the Detention Center Committee: Pre-release of a report by the 2015-2016 Los Angeles County Civil Grand Jury.

The report references the Los Angeles County Office of Education as the responding agency for Recommendation Number 21.58. The recommendation states: "Develop vocational education articulation programs with Los Angeles Trade – Technical College and Mission College" at North County Correctional Facility, 29340 The Old Road, Castaic, CA 91384. The North County Correctional Facility does not fall under the jurisdiction of the Los Angeles County Office of Education.

Refers to

21.58 North County Correctional Facility

Sincerely,

Joseph Ybarra, Jr., Ph.D.  
Executive Deputy Superintendent

JY:ws

# LOS ANGELES POLICE DEPARTMENT

**CHARLIE BECK**  
Chief of Police



**ERIC GARCETTI**  
Mayor

P. O. Box 30158  
Los Angeles, Calif. 90030  
Telephone: (213) 486-0150  
TDD: (877) 275-5273  
Ref #: 1.14

September 27, 2016

Item # 202 -

The Honorable Carolyn B. Kuhl  
Presiding Judge of the Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor - Room 11-506  
Los Angeles, California 90012

Dear Judge Kuhl:

This correspondence will serve as the Los Angeles Police Department's (LAPD) response to the Los Angeles County Civil Grand Jury (CGJ) Detention Center Committee report dated June 23, 2016. The CGJ requested that the LAPD respond to its recommendations by September 28, 2016 (i.e., ninety days from the release of the report to the public).

## CENTRAL AREA STATION RECOMMENDATIONS:

(21.15) Create private area for officers.

21.16 Improve airflow at entrance.

21.17 Install sally port in holding cells to safely extract detainees from cells.

## RESPONSE TO CENTRAL AREA STATION RECOMMENDATIONS:

+ (21.15) The recommendation will not be implemented. The Central Area Station report writing room is positioned in such a manner to allow for arresting officers to monitor arrestees and other lawfully detained persons. However, Central Area has been working with Facilities Management Division on modifications to the room which will improve the overall atmosphere for Central Area officers. The exact nature of these modifications has not yet been determined. These modifications will not include relocation of the custody bench because doing so would not allow the officers to monitor their arrestees and creates a danger in the hallway corridor for the administrative staff entering and exiting the offices near the report writing room.

X | 21.15 - will NOT IMPLEMENT  
X | 21.16 - HAS NOT IMPLEMENTED  
X | 21.17 - HAS NOT IMPLEMENTED  
X | 21.26 - will NOT IMPLEMENT  
X | 21.35 - will IMPLEMENT WHEN JAIL OPEN  
X | 21.36 - will NOT IMPLEMENT  
X | 21.37 - will NOT IMPLEMENT

X | 21.38 - will NOT IMPLEMENT  
X | 21.39 - will IMPLEMENT  
X | 21.40 - will NOT IMPLEMENT  
X | 21.41 - will IMPLEMENT  
+ | 21.51 - will NOT IMPLEMENT

| 21.9 - will NOT IMPLEMENT  
| 21.70 - will NOT IMPLEMENT  
| 21.71 - will IMPLEMENT

X | 21.55 - will NOT IMPLEMENT  
X | 21.61 - will IMPLEMENT  
X | 21.62 - will IMPLEMENT  
X | 21.64 - will NOT IMPLEMENT

- X (21.16) The recommendation requires further analysis. Facilities Management Division (FMD) has asked for a recommendation from the Department of General Services (GSD) for an improvement to the airflow at the entrance of Central Area Station. Based on the recommendation by GSD, if necessary, a budget request will be submitted to perform the work necessary to improve the air flow.
- X (21.17) The recommendation has not yet been implemented, but will be implemented in the future. The FMD is submitting a request for an Alteration and Improvement to create a sally port in the Central Area report writing room.

#### DEVONSHIRE STATION RECOMMENDATION:

? → (21.26) Re-open this facility.

#### RESPONSE TO DEVONSHIRE STATION RECOMMENDATION:

? → 21.26. The recommendation requires further analysis. On May 6, 2016, LAPD examined the re-opening of Devonshire Area Jail as part of its analysis of reopening five temporarily closed Area Jails (i.e., Devonshire, Foothill, Harbor, Southwest, and Wilshire). The analysis revealed that Devonshire Area Jail has a rated capacity of 31 detainees. Two Operations-Valley Bureau (OVB) divisions, Devonshire and Topanga Area, would utilize the reopened Devonshire Area Jail. ✓

The LAPD recommends that the five closed Area Jails should be opened as available, including Devonshire Area Jail. The opening of OVB Area Jails such as Devonshire would help with the reduction in bed space and reduce the amount of Jail transfers from Valley Jail Section to Metropolitan Detention Center due to overcrowding. However, the five Area Jails should be opened one at a time and only when there is a sufficient amount of Detention Officers hired by LAPD.

#### HARBOR AREA STATION RECOMMENDATION:

? → (21.35) Provide defibrillators and train personnel to use them. 2...

#### RESPONSE TO HARBOR AREA STATION RECOMMENDATION:

? → 21.35. The recommendation will not be implemented. The Harbor Area Jail is a closed facility and is not utilized by personnel at any time. However, if the decision is made to open the facility, it will be equipped with a defibrillator and appropriate training will be provided to assigned personnel.

### HOLLENBECK STATION RECOMMENDATIONS:

- 1 - 21.36 Provide more working computers for staff.
- 2 - 21.37 Provide more vehicles.

### RESPONSE TO HOLLENBECK STATION RECOMMENDATIONS:

? 1 - 21.36 The recommendation requires further analysis. The scope and parameters of the analysis requires a meeting between the Commanding Officers of Hollenbeck Area and Information Technology Division. The focus of the meeting will be to evaluate the ratio of personnel to computers at Hollenbeck Area and make adjustments as necessary. It is anticipated that this meeting will occur within the next 60 days.

? 2 - 21.37 The recommendation requires further analysis. After reviewing the number and type of vehicles assigned to Hollenbeck Area in relationship to its current staffing levels, Motor Transport Division (MTD) has determined that Hollenbeck Area currently has a surplus of 27 vehicles. The surplus vehicles consist of full-size sedans, mid-size sedans, vans, and pickup trucks, and two T3s. These vehicles are used by sworn and civilian staff assigned to Hollenbeck Area in support of Hollenbeck's operations and community outreach programs. It is recommended that MTD meet with the command staff of Hollenbeck Area to review the audit results and discuss recommendations to balance vehicle usage and assignments within the Division. The focus of the meeting will be to evaluate the ratio of personnel to vehicles at Hollenbeck Area and make adjustments as necessary. It is anticipated that this meeting will occur within the next 60 days.

### HOLLYWOOD STATION RECOMMENDATIONS:

- 1 - 21.38 Install fire sprinklers in ceiling.
- 2 - 21.39 Repair plumbing to provide hot water in detainee showers.
- 3 - 21.40 Add additional lighting in kitchen.
- 4 - 21.41 Repair thermostat.

### RESPONSE TO HOLLYWOOD STATION RECOMMENDATIONS:

- 1 - 21.38. The recommendation requires further analysis. The FMD will work with GSD to determine if fire sprinklers are required under the building code for this facility. If they are required, a Capital Improvement Expenditure Request will be submitted to perform the renovation to the jail.
- 2 - 21.39. The recommendation has been implemented. The plumbing has been repaired.
- 3 - 21.40. The recommendation has not yet been implemented, but will be implemented in the future. The FMD will ask GSD to replace the existing lights with higher lumen output LED lights to increase the light in the kitchen.

4- 21.41. The recommendation has been implemented. The thermostat has been repaired.

**MISSION STATION RECOMMENDATION:**

P- 21.51 Open the Devonshire facility which is nearby.

**RESPONSE TO MISSION STATION RECOMMENDATION:**

9- 21.51. The recommendation requires further analysis. On May 6, 2016, LAPD examined the re-opening of Devonshire Area Jail as part of its analysis of reopening five temporarily closed Area Jails (i.e., Devonshire, Foothill, Harbor, Southwest, and Wilshire). The analysis revealed that Devonshire Area Jail has a rated capacity of 31 detainees. Two Operations-Valley Bureau (OVB) divisions, Devonshire and Topanga Area, would utilize the reopened Devonshire Area Jail.

The LAPD recommends that the five closed Area Jails should be opened as available, including Devonshire Area Jail. The opening of OVB Area Jails such as Devonshire would help with the reduction in bed space and reduce the amount of Jail transfers from Valley Jail Section to Metropolitan Detention Center due to overcrowding. However, the five Area Jails should be opened one at a time and only when there is a sufficient amount of Detention Officers hired by LAPD.

**NEWTON STATION RECOMMENDATION:**

P- 21.55 Expedite the delivery and installation of cameras in this facility.

**RESPONSE TO NEWTON STATION RECOMMENDATION:**

P- 21.55. The recommendation has not yet been implemented but will be implemented in the future. The LAPD recognizes the need for these cameras to be installed and requested funding to do so in the Fiscal Year (FY) 2016/17 budget. The funding was not approved but will be re-requested for the FY 2017/18 budget. The LAPD has submitted a budget package for cameras for Newton Area for the past four budget cycles and will submit a request again for the coming FY as part of a comprehensive security package.

**OLYMPIC STATION RECOMMENDATIONS:**

P { 21.61 Repair plumbing in each cell.  
21.62 Review procedure for taking detainees to intake facility.

**RESPONSE TO OLYMPIC STATION RECOMMENDATIONS:**

21.61. The recommendation has been implemented. Both Olympic Area and FMD personnel checked the plumbing in the holding tanks and verified that all sinks and toilets were working properly and that there were no identified issues. It is possible that the problem noted by the CGJ during their inspection on August 21, 2015 was corrected through normal LAPD procedures prior to the publication of the CGJ's report on June 30, 2016.

21.62. The recommendation has been implemented. The Commanding Officer, Olympic Area reviewed the procedures for the handling of arrestees. As Olympic Area does not have a jail, officers must take their arrestees to Metropolitan Detention Center for booking. In order to facilitate the booking process during task force operations, Olympic Area employs a field jail to more readily expedite the transportation and booking of arrestees so that officers can return to the field in a timely manner.

**TOPANGA STATION RECOMMENDATION:**

21.64 Re-open the Devonshire facility to house new detainees.

**RESPONSE TO TOPANGA STATION RECOMMENDATION:**

21.64. The recommendation requires further analysis. On May 6, 2016, LAPD examined the reopening of Devonshire Area Jail as part of its analysis of re-opening five temporarily closed Area Jails (i.e., Devonshire, Foothill, Harbor, Southwest, and Wilshire). The analysis revealed that Devonshire Area Jail has a rated capacity of 31 detainees. Two Operations-Valley Bureau (OVB) divisions, Devonshire and Topanga Area, would utilize the reopened Devonshire Area Jail.

The LAPD recommends that the five closed Area Jails should be opened as available, including Devonshire Area Jail. The opening of OVB Area Jails such as Devonshire would help with the reduction in bed space and reduce the amount of Jail transfers from Valley Jail Section to Metropolitan Detention Center due to overcrowding. However, the five Area Jails should be opened one at a time and only when there is a sufficient amount of Detention Officers hired by LAPD.

**VAN NUYS STATION RECOMMENDATIONS:**

21.69 Paint the walls in the hallways and cells.

21.70 Install audio equipment in the holding cells.

**RESPONSE TO VAN NUYS STATION RECOMMENDATIONS:**

21.69. The recommendation has not been implemented, but will be implemented in the future. The City of Los Angeles currently has no painters on staff to complete this work. The FMD will obtain an estimate for the painting and submit a budget request for the coming FY to have the hallways and cells painted.

21.70. The recommendation has not been implemented, but will be implemented in the future. In the calculation for the FY 2016/17 budget, Custody Services Division requested funding for the installation of an intercom system at Van Nuys Jail. Further, it is recommended that FMD submit a budget request for the improvement for the FY 2017/18 budget.

**WEST LOS ANGELES STATION RECOMMENDATION:**

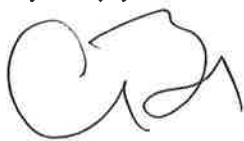
21.71 Juveniles should be ticketed for misdemeanors and released to their guardian.

**RESPONSE TO WEST LOS ANGELES STATION RECOMMENDATION:**

21.71. The recommendation has been implemented. Under existing policy, juveniles that are arrested for misdemeanor crimes are only transported to other facilities when the juvenile in custody does not meet LAPD criteria for receiving a citation for his or her offense. West Los Angeles Area does not have a jail. As a result, juveniles are transported to other LAPD facilities for booking, fingerprinting and photographs. After processing, the juveniles are transported back to West Los Angeles Area and released to a parent or guardian within the required six-hour time period. Juveniles that are not eligible to be released to a parent or guardian are transported to Sylmar Juvenile Hall for housing.

Should you have any questions or require further information, please contact Mr. Arif Alikhan, Office of Constitutional Policing and Policy, at (213) 486 8730.

Very truly yours,



CHARLIE BECK  
Chief of Police



# BURBANK POLICE DEPARTMENT

Scott LaChasse, Chief of Police

200 North Third Street, Burbank, California 91502-1201

www.burbankpd.org

185- Kuba

September 22, 2016

County of Los Angeles Civil Grand Jury  
DETENTION CENTER COMMITTEE  
210 West Temple Street, Room 11-506  
Los Angeles, CA 90012

Re: DETENTION CENTER COMMITTEE'S GRAND JURY REPORT

This letter is to inform you that we received the pre-release of the report by the 2015-2016 Los Angeles County Civil Grand Jury but the report Committee's findings and recommendations do not apply to our Jail Facility. The finds were as follows:

1. Not enough jail personnel on site.
2. Not enough K-9 support.

With respect to the first, our minimum staffing level is one Jailer per shift but we always staff with two Jailers. Our staffing levels have not changed in decades. With respect to the second finding, we have never had K-9 support at our facility and we are not aware of any Type 1 facility in Los Angeles County that has K-9 support. Our Jail is a pre-arraignment detention facility where K-9 support would have not value. Our average daily population is less than ten inmates.

Please consider this information in your next report. We appreciate the efforts of the Grand Jury.

Sincerely,

A handwritten signature in black ink, appearing to read "Armen Dermenjian".

Captain Armen Dermenjian  
Support Services Division

239-3333

cc: File



# CITY OF EL MONTE

103-60000  
Chief of Police  
DAVID REYNOSO



POLICE DEPARTMENT



June 29, 2016

Carolyn B. Kuhl, Presiding Judge  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor-Room 11-506  
Los Angeles, California 90012

Re: Response to Civil Grand Jury - Detention Center Committee Report

Honorable Judge Kuhl:

On behalf of the El Monte Police Department, we thank you and your staff for the report dated on June 23, 2016, and the findings listed.

In compliance with the Civil Grand Jury Report and California Penal Code Sections 933(c), 933.05(a), and 933.05(b), we acknowledge and agree with the findings. Upon receipt of the report, our staff immediately took action and purchased an Automated External Defibrillator (AED) for our jail facility. The AED will be centrally located within the jail and training will be provided to all jail personnel.

During the initial inspection, our staff was advised to repair a small shelving area within the kitchen area which was promptly completed. In moving into the second phase of the repairs, our Department has contacted the City of El Monte Public Works Department to paint the kitchen area and be in compliance with the report recommendation.

The El Monte Police Department takes great pride in providing safety for inmates and staff in a clean and professional facility. As of the date of this letter, the recommendations are in the process of being implemented. We estimate it will take no longer than thirty (30) days for these recommendations to be completed, implemented, and in compliance.

Thank you for your time and please feel free to contact Captain David Vautrin at (626) 580-2106 or at [dvautrin@elmontepd.org](mailto:dvautrin@elmontepd.org) if you have any additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read "DRR", followed by a stylized flourish.

DAVID R. REYNOSO  
Chief of Police

DRR/KM/pg



## CITY OF GLENDALE, CALIFORNIA

Police Department  
Office of the Police Chief

B. L. J.

91206

131 North Isabel Street  
Glendale, California 91206-4382  
(818) 548-3140

June 22, 2016

Presiding Judge Carolyn B. Kuhl  
Los Angeles County Superior Court  
Clara Shortridge Foltz Criminal Justice Center  
210 West Temple Street  
Eleventh Floor, Room 11-506  
Los Angeles, California 90012

Re: DETENTION CENTER COMMITTEE  
Pre-Release of report by the 2015-2016 Los Angeles County Civil Grand Jury

Dear Judge Kuhl:

The City of Glendale appreciates the 2015-2016 Civil Grand Jury's Detention Center Committee's review of jail facilities in Los Angeles County, and specifically the assessment of the municipal jail at its Police Department. Please accept this correspondence as the Glendale Police Department's response to the Committee's pre-release report, pursuant to California Penal Code Section 933.

As noted on page 409 of the Committee's report, the Glendale Police Department operates a Type I Jail Facility within its Police building at 131 N. Isabel St., which is distinctively separate from the detention facility identified in the report as the Glendale Courthouse/Jail, which is administered exclusively by the Los Angeles County Sheriff's Department (LASD) at 600 E. Broadway Ave.

On page 429 of Section III Findings and Recommendations, the report combines the two facilities under one category titled "Glendale Courthouse/Jail". The findings reflect that there are no defibrillators on site, and recommendations to provide defibrillators and train personnel to use them, when in fact on page 409 the absence of this equipment and training on same is in reference solely to the Glendale Courthouse/Jail, the LASD facility. The conjoining of these two separate facilities in this category is likely to leave the reader with the misperception that the Glendale Police Department's jail facility lacks defibrillators and its personnel are deficient in the training of this potentially life-saving equipment. The Glendale Police Department's jail facility is equipped with a defibrillator, three (3) Ambu-Resuscitator Face Masks utilized for Cardiopulmonary resuscitation (CPR) and First Aid equipment. To ensure inmate safety, our custody personnel are certified in their use and receive regular recertification training in the use of these devices. To that end, the Glendale Police Department respectfully requests the Commission's final report bifurcate the two facilities in separate categories in the Section III Findings and Recommendations to provide a clear distinction between the two facilities and their operating conditions.

Again, I wish to thank the 2015-2016 Civil Grand Jury for their time and efforts in reviewing jail facilities in Los Angeles County. Should you have any questions or require any clarification, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert M. Castro', written over a horizontal line.

Robert M. Castro, Chief of Police  
Glendale Police Department

Attachments: Pre-Release report by the 2015-2016 Los Angeles County Civil Grand Jury and cover letter.