

City of Los Angeles
Joint Labor-Management Committee – Commute Options and Parking (JLMC-COP)

Proposed Minutes
SPECIAL MEETING
December 6, 2021 – 3:00 P.M.
CONDUCTED VIA TELECONFERENCE

Present:

Committee Members

City Employee Organizations

Charles Leone, SEIU
T. Scott Harrelson, LAPCOA

City Management

Patricia Huber, Office of the City Administrative Officer
Jay Kim, Los Angeles Department of Transportation
Paula Dayes, Personnel Department
Valerie Melloff, General Services Department

Personnel Department Staff

Steven Montagna, Chief Personnel Analyst
Anna Ancheta, Benefits Analyst
Francois Verin, Benefits Analyst

Office of the City Attorney

Charles Hong, Deputy City Attorney IV

1. CALL TO ORDER

Jay Kim called the meeting to order at 2:08 p.m.

2. PUBLIC COMMENTS

Josh Geller, Los Angeles City Attorney Association, expressed concern about parking availability at City Hall for City Attorneys returning to work on a hybrid work schedule. Mr. Geller also expressed concern regarding caps or a quota system being used to limit available parking spaces while the Department of General Services (GSD) continues to allow employees to park without parking permits. Mr. Geller also stated that there was a safety concern for employee who park at remote lots and walk to City Hall. Mr. Geller asked that the JLMC-COP discuss this concern. Deputy City Attorney Charles Hong advised the JLMC-COP that discussion on this item was not on the meeting agenda and could not be discussed at the current meeting, but he said that it can be added as an agenda item for a future meeting. Steven Montagna agreed and said staff would work with the City Attorney and the JLMC-COP Chairperson to review this matter and decide the best way to proceed for a future meeting discussion.

3. MINUTES

Jay Kim asked for a motion to approve the Minutes from the June 10, 2021 meeting. Charles Leone motioned and T. Scott Harrelson second the motion. Minutes were approved.

4. COMMITTEE REPORT 21-06: DETERMINATION REGARDING TELECONFERENCING OPTION FOR JLMC-COP MEETINGS PURSUANT TO ASSEMBLY BILL 361

Presentation Highlights:

Steven Montagna presented this report and provided the following highlights:

- The report provides background information regarding the provisions of Assembly Bill 361 (AB 361) which provides a method for public bodies to meet via teleconferencing. According to AB 361, public bodies can continue to meet via teleconferencing as long as the governor's emergency declaration is in effect and the body finds that the state of emergency continues to directly impact the ability of the members to meet safely in person.
- Staff's recommendation was to adopt a resolution finding it was necessary to continue meeting remotely, and to hold interim special meetings at 30-day intervals for the purpose of timely adoption of the ongoing resolutions.

Board Member Comments, Questions, and Responses:

Patricia Huber asked the City Attorney whether it was necessary to read the report's resolution aloud. City Attorney Charles Hong stated that it was up to the Committee's discretion.

Board Action:

A motion was made by Patricia Huber and seconded by Charles Leone that the JLMC-COP adopt the attached Resolution and find, pursuant to Section 54953(e)(1)(B)-(C) of the California Government Code, as amended by Assembly Bill (AB) 361, that due to the ongoing COVID-19 State of Emergency (COVID Emergency) proclaimed by the Governor on March 4, 2020, conducting JLMC-COP meetings in person without continuing to provide a teleconference and/or videoconference option for the JLMC-COP members and the public, would present imminent risks to the health or safety of attendees. The motion passed unanimously.

5. COMMITTEE REPORT 21-07: COMMUTER SUPPORT INITIATIVES

Presentation Highlights:

Steven Montagna presented this report and provided the following highlights:

- Mr. Montagna stated that purpose of this report is to further develop interim changes to assist employees transitioning to a greater presence at City work sites and draft modifications to the Special MOU. Mr. Montagna referred to a table on page two of the report that detailed interim measures to improve transit benefits, including a temporary

increase of the monthly transit reimbursement amount from \$50 to \$100. He noted that the report includes a draft Letter of Agreement, which would establish the authority to increase the transit subsidy.

- There was previous a concern regarding the impact of a temporary subsidy increase on the Rideshare Trust Fund. A review of the Rideshare Trust Fund indicated a net balance grew in the last fiscal year from \$3.5 million to \$4.3 million. This increase was attributable in part to the reduction in transit reimbursements; he further noted that reimbursements are still only at about 10% of where we were before the COVID-19 pandemic. This translates into being able to easily fund the temporary increases within the existing surplus amounts during the upcoming fiscal year.
- With the assistance of consultants from Steer, staff provided an engagement campaign for the Committee to consider. The objective of the campaign is to improve COMMUTEwell program communication about existing transportation benefits. The campaign also features an online ride-matching service customized for City of Los Angeles employees developed with LA Metro's ride guide system.
- Jenny Hong from the Steer Group provided a demonstration of the new engagement campaign website and accompanying video to the Committee. Ms. Hong explained that the website and video will help engage employees and give them more information about their commute options in addition to the resource guide. Ms. Hong further stated that the website is a "one stop shop" for all the latest commute option updates and resources to help employees plan their commutes. Ms. Hong noted that also included at the top of the website is parking options since this a major concern for employees returning to work locations. The options include non-City parking lots available with the distance indicated between the lot and their work site that can be provided on their cell phones. Also included is a tab for the Parking Spending Account program to make sure employees understand that they have a pre-tax parking benefit at their disposal. Ms. Hong concluded by showing the website video that can also be shared via email or website to provide a brief overview of the COMMUTEwell Program.
- An update regarding the Carpool Pilot Program was provided, indicating that although the pilot does not include a lot of spaces, it does give staff the opportunity to investigate software-based systems for employees to be able to reserve and manage designated spaces. This will allow staff the opportunity to work through any issues that might arise and allow a recommended system to be rolled out to other facilities if this proves to be successful.

Board Member Comments, Questions, and Responses:

Jay Kim stated that he liked the video but suggested that staff tries to add headings to the upcoming videos that might be of interest to the employees. Mr. Kim added that a timestamp can be added so employees can fast forward to a particular section of interest, instead of watching the whole video. Ms. Hong stated that they could crop it so that it highlights a specific mode of transportation based on the campaign.

Board Action:

A motion was made by Charles Leone and seconded by Valerie Melloff that the JLMC-COP approve (a) approve a draft Letter of Agreement to increase the transit subsidy to \$100 for a one-year period following its effective date and request that the Personnel Department, on behalf of the JLMC-COP, submit the Letter of Agreement to the City Council for approval; and (b) approve the proposed draft engagement/promotion campaign elements as provided in this report. The motion passed unanimously.

6. REQUEST FOR FUTURE AGENDA ITEMS

Charles Leone said that he wanted clarity to determine whether the JLMC-COP was the appropriate arena to address the concerns that were raised during public comment. Mr. Montagna said that staff would consult with the City Attorney and with the JLMC-COP Chairperson in setting the agenda and making that determination.

7. NEXT MEETING DATE

Mr. Montagna stated that the next meeting will be scheduled within the next 30 days per AB 361.

6. ADJOURNMENT

The meeting was adjourned at 3:57 p.m.

Minutes prepared by staff member Francois Verin.