

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

Proposed Minutes
REGULAR MEETING
April 14, 2022 – 9:00 A.M.
CONDUCTED VIA TELECONFERENCE

Present:

Committee Members

City Management

Valerie Melloff, Department of General Services
Chairperson

Paula Dayes, Personnel Department
First Provisional Chair

Jay Kim, Department of Transportation

Patricia Huber, City Administrative Office

City Employee Organizations

Charles Leone, SEIU
Vice Chairperson

Carmen Hayes-Walker, AFSCME
Second Provisional Chair

Billy Brockway, LAPCOA

Personnel Department Staff

Steven Montagna, Chief Personnel Analyst
Paul Makowski, Chief Management Analyst
Daniel Powell, Senior Personnel Analyst II
Anna Ancheta, Benefits Analyst
Francois Verin, Benefits Analyst

Office of the City Attorney

Charles Hong, Deputy City Attorney IV

1. CALL TO ORDER

Valerie Melloff called the meeting to order at 9:02 a.m.

2. PUBLIC COMMENTS

None

**3. COMMITTEE REPORT 22-09: DETERMINATION REGARDING TELECONFERENCING
OPTION FOR JLMC-COP MEETINGS PURSUANT TO ASSEMBLY BILL 361**

Presentation Highlights:

Daniel Powell presented this report and provided the following highlights:

- California Assembly Bill 361 allows public bodies the ability to remotely meet during the COVID-19 pandemic. AB 361 requires that the body meet at least every 30 days to make a determination whether it's necessary to continue meeting remotely for the health and safety of meeting participants. Staff recommends that the JLMC-COP make such a finding so that it can continue meeting remotely.

Board Action:

A motion was made by Carmen Hayes-Walker, seconded by Paula Dayes, that the JLMC-COP approve staff's recommendation to approve the resolution in Committee Report 22-09. The Committee unanimously adopted this motion.

4. COMMITTEE REPORT 22-10: SPECIAL MOU AD HOC SUBCOMMITTEE UPDATE

Presentation Highlights:

Daniel Powell presented this report and provided the following highlights:

- At the March 23, 2022 meeting, the JLMC-COP designated the membership for the Special MOU Ad Hoc Subcommittee and approved proposed topics for consideration by the Subcommittee.
- Initial topics include (1) a review of the parking prioritization categories; and (2) consideration of allowing employees to take advantage of multiple transportation benefits (e.g., combining a parking benefit with a transit incentive) simultaneously to encourage ridesharing.

Board Members Comments, Questions, and Responses:

None

Board Action:

None. Report was received and filed.

5. COMMITTEE REPORT 22-11: PROJECT AND ACTIVITIES REPORT

Presentation Highlights:

- **Human Resources and Payroll (HRP) Project Update** – The City is working to implement a new human resources and payroll system called Workday to replace PaySR. The project was initially intended to go live in January 2022, but it has been pushed back and broken into two phases. Phase one is scheduled to go live in May 2022 and is not expected to have an impact on the COMMUTEwell Program. Phase two is expected to go live in December 2022. The second phase which will include payroll and benefits items and will have an impact on the COMMUTEwell Program. The COMMUTEwell Program staff

actively engaged with the HRP project team to ensure the new system meets program needs.

- **Letter of Agreement (LOA) Increasing the Transit Subsidy** – The letter of agreement to temporarily increase the transit subsidy from \$50 to \$100 per month for one year was approved by the Personnel, Audits, and Animal Welfare (PAAW) Committee on April 6, 2022. It is scheduled to go to the full City Council in May 2022 and once approved staff will issue communication to the workforce.
- **Carpool Pilot Program** – Mr. Powell provided an update on a pilot program that would allow carpool permit holders to share a designated group of parking stalls at the Personnel Department’s Medical Services Division (MSD) parking garage. Staff is working with the firm Parkable to provide parking reservation software and a mobile application to facilitate the pilot program. The goal is to determine whether this type of system is feasible to use on a large scale to enhance the current City’s parking programs. The target implementation date is June 2022.
- **Refresh Your Commute Campaign** – This new campaign provides City employees with information about various commute options to work and resources available to improve their commute and to find parking. The campaign was launched on February 1, 2022.

Board Members Comments, Questions, and Responses:

Valerie Melloff and Charles Leone noted that the website and campaign looks very professional and commended staff on the excellent work.

6. REQUEST FOR FUTURE AGENDA ITEMS

Billy Brockway asked if it was possible to look into a subsidy for Fast-Track transponders for the freeways. Valerie Melloff said that this is something that our subcommittee could look at and refer it to the subcommittee. Valerie Melloff stated that the Committee is always looking for new ideas and welcomes Committee members to contact staff for future agenda items.

Valerie Melloff and other Committee Members said that since this is Steven Montagna’s last meeting and they wanted to take a moment to thank and acknowledge Steven for his professionalism and great attitude and helpfulness to the Committee and the City.

Mr. Leone requested to include the selection of the Ad Hoc Committee members at the next meeting.

7. NEXT MEETING DATE

Valerie Melloff asked that staff schedule a few meetings in advance. City Attorney Charles Hong reminded staff and the Committee to ensure the Committee meeting cadence satisfies the AB361 30-day requirement. The next meeting date is scheduled for May 12, 2022.

8. ADJOURNMENT

The meeting was adjourned at 9:31 a.m.

Minutes prepared by staff member Francois Verin.