

**COUNTY OF LOS ANGELES  
HIGHWAY SAFETY COMMISSION  
MINUTES OF FEBRUARY 5, 2014**

The meeting was held in Conference Room A at the Department of Public Works Headquarters.

1. Call to order

The meeting of February 5, 2014, was called to order at 9:15 a.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll call

Present:                      Chairperson Robert A. Ringler  
                                    Vice Chair Thurston Reese  
                                    Commissioner John Watkins  
                                    Commissioner Guillermo Villalobos  
                                    Commissioner Marvin Estey

Absent but excused:      Commissioner Rhett Price  
                                    Commissioner Greg Knapp

Also in attendance were the following:

Guita Sheik, Principal Engineer; Mary Reyes, Senior Engineer; Kristopher Norberg, Associate Civil Engineer; and Irena Guilmette, Civil Engineering Assistant.

4. Approval of June 5, 2013, meeting Minutes

The Minutes of the June 5, 2013, Highway Safety Commission (HSC) meeting were approved.

5. Citizen appeal of denied request by Public Works

There were no citizen appeals of denied requests by Public Works.

6. Report on business other than appeals

Crossing Guard Update

Ms. Guilmette reported that during the 8-month period since the June 5, 2013, HSC meeting, Public Works has studied eight sites for crossing guard service. Of those eight sites, two sites have been added for new crossing guard services, four sites were cancelled, and two sites were denied due to not meeting the minimum criterion for crossing guard services. Also, Public works is currently evaluating five new locations and a request for an additional guard at an existing location.

Ms. Guilmette also stated the total number of locations with crossing guard service is 206. Please note that the total number of crossing guards employed by the Los Angeles County Office of Education for these 206 locations is 213, which is due to some locations being served by more than one crossing guard.

Ms. Guilmette stated Public Works has drafted a revised policy to formally include middle schools in the County of Los Angeles adult crossing guard program. They are anticipating the revised policy to be on the March 4, 2014, agenda for the Board of Supervisors (BOS).

Commissioner Watkins asked how many middle schools would be included in this program. Ms. Sheik responded by stating there would be 150 middle schools included with 55 crossing guards deployed. Commissioner Estey asked what the cost of these additional crossing guards would be. Ms. Sheik stated the total cost of all crossing guards would be 3.2 million dollars. Commissioner Watkins asked if this would be an increase to the County's current workload and Ms. Sheik responded by stating quite possibly, yes. Commissioner Watkins asked what grade the crossing guard service would cover and Ms. Sheik responded that it would be from Kindergarten through 8th Grade.

Commissioner Reese asked when implementation of this program was scheduled and if a Request For Service would be made for these crossing guards. Ms. Sheik stated the Office of Education was still in charge of running the crossing guard programs. Ms. Reyes stated that Public Works is only in charge of doing the actual studies to determine whether crossing guard service is warranted.

Commissioner Villalobos asked what happens when a school is adjacent to a city but the intersection is within the County. Ms. Sheik stated the County only studies roadways in the unincorporated County area. Ms. Sheik stated it is challenging when the street is in the city but the school is in the unincorporated County area. She said the County does not pay for crossing guard service located within city's jurisdiction.

Commissioner Reese asked how long the crossing guard program has been effective. Ms. Reyes indicated the last Board change was in 1995. Ms. Sheik stated the 1995 Crossing Guard Policy specified the boundaries. Commissioner Reese asked what prompted middle schools to be included. Ms. Sheik stated that in the past, the County did crossing guard studies at locations up to 6th grade because 6th graders are more likely to walk than Kindergarten through 5th graders. Ms. Sheik indicated a motion to include middle schools in the crossing guard program was made by the BOS. Commissioner Villalobos asked if we know where the four locations that were terminated were located. Ms. Reyes stated she did not have that information available.

7. Public comments on any matter not on the agenda

There were no comments on any matters not on the agenda.

8. Reports from special committees

Sunset Review Presentation

Ms. Guilmette stated that on January 17, 2014, the HSC received a copy of a letter from the Executive Office of the BOS requesting the HSC complete Sunset Review Evaluation forms. These forms were to be reviewed and forwarded to the Audit Committee. Ms. Guilmette stated these forms were broken down into sections and that the responses to the sections were answered as follows:

- ◆ Section 1: How does the mission of the organization remain relevant in the current County environment?

The HSC complies with the County's overall mission to enrich lives through effective and caring service by functioning as an appeals board for citizens who disagree with decisions of Public Works regarding installation of traffic controls or modification of existing traffic regulations. Without the HSC, citizen appeals would have to be presented directly to the BOS for their consideration.

- ◆ Section 2: Meetings and Attendance

Between January 2010 and October 2013, there were 22 HSC meetings held. There was an average of 80 percent of the commissioners attending each HSC meeting.

- ◆ Section 3: Identify the organization's accomplishments

The HSC heard 27 appeals that consisted of seven crosswalk removals, eight denials of multiway stop controls, three denials of traffic signals, two denials of crossing guard removals, one denial of installation of crosswalk, one denial of red curb, and five denials of speed humps. Of these 27 appeals, 4 appeals were granted, 22 were denied and one is pending. The HSC heard four other business related items. The HSC heard one Special Order that included the election of officers.

Those four other business items breakdown as:

- Notice, presentation, and update of Sunset Review (at three meetings)
- Safe Routes to School Grant
- Crossing guard updates (standard at all meetings beginning May 2010)
- Notification of removal of marked crosswalk at Gunn Avenue and Glenn Drive

- ◆ Section 4: Identify the outcome of the organization's accomplishments during the evaluation period.

Salais Street at Hambledon Avenue:

Although the initial request for speed humps and multi-way stop control were denied, Salais Street was successfully reclassified as a local street and Driver Feedback/Speed Display signs will be installed.

Seville Avenue, et al.:

Although some of the initial requests for crosswalks to be retained were denied, HSC made recommendations to retain the crosswalk at Seville Avenue and Hill Street as well as install a pedestrian actuated traffic signal. HSC also recommended multiway stop controls at Seville Avenue and Hope Street. HSC evaluated traffic signal timing at three intersections.

Fairmount Street at Bonnie Beach Place:

HSC granted appeal to retain crossing guard.

Western Avenue at 110th Street:

HSC granted appeal to retain crosswalk.

Union Pacific, et al.:

HSC recommended 25 pavement markings along Union Pacific Avenue, requested Public Works to conduct comprehensive study of the area, referred speeding to California Highway Patrol, and provided Safe Routes to School maps to schools.

Driveway at 4511 North Irwindale Avenue:

Although red curb was denied, HSC recommended the BOS modify existing regulation on the north side to prohibit overnight truck parking.

Hazard Avenue at Floral Drive:

Although the appeal for multiway stop controls was denied, offset roadway signs were installed, Cross Traffic Does Not Stop signs were installed, and red curb was installed to enhance visibility.

Overhill Drive at 58th Place:

HSC granted appeal to retain crosswalk.

- ◆ Section 5: What are the organization's objectives for the upcoming evaluation period?
  - Continue maximizing the operational effectiveness of the appeal process by acting as an appeals board for those citizens who disagree with traffic-related decisions of Public Works.

- Continue fiscal sustainability by providing the proactive appeals process that provides opportunities for the public to provide valuable input into the decision-making process.
  - Continuing to deliver timely decisions at our HSC meetings so that we may maximize opportunities to measurably improve the Community's view of the service we are providing with the appeal process.
- ◆ Section 6: Brown Act Compliance: Is the organization aware of the Brown Act provisions? Yes

Does the organization comply with the Brown Act? Yes

How does the organization ensure compliance?

The executive officer of the HSC functions as the parliamentarian for the HSC and has attended Brown Act Training. The executive officer monitors the meetings to make sure the meeting is being run per the Brown Act. The HSC Commissioners have been made aware of the Brown Act.

- ◆ Section 7: Identify the organization's use of resources over the evaluation period:

Personnel (HSC Comm. Stipends):	\$ 2,200	
HSC Staff Support:	\$ 109,371	
Beverage Service:	\$ 550	
Indirect Costs:	\$ 0	
Total Direct Costs:	\$ 112,121	or \$ 5,096/meeting
Other Resources used (Administrative):	N/A	
<b>TOTAL COSTS:</b>	<b>\$ 112,121</b>	<b>or \$ 5,096/meeting</b>

**Auditor Controller Charges  
for 2010 Sunset Review :** \$ 11,219

- ◆ Section 8: Recommendation:

After reviewing these forms, the Auditor Controller will make a recommendation to the BOS whether to continue or discontinue the existence of the HSC.

After hearing the presentation by Ms. Guilmette, Chair Ringler mentioned that when the HSC listens to the community, the HSC is providing a valuable service to the public. Chair Ringler thanked HSC Staff for appreciating the commissioners' recommendations. Chair Ringler stated that he believes the County saves money in the long run by being receptive to the solutions brought forth at the HSC meetings. Commissioner Watkins stated the HSC performs a

great public relations platform and people go away knowing that someone is listening. Ms. Sheik stated that was a good point and that his point should be added to Section 5 of the Sunset Review Evaluation forms. Commissioner Villalobos stated he believes the HSC has been fiscally responsible. He stated that the stipend amount hasn't changed since he started on the HSC and that shows that commissioners are not there for the money. Commissioner Villalobos stated that the HSC has also saved money by not requiring County Counsel to be present at all meetings unless summoned during the meeting. Commissioner Villalobos stated that the HSC staff has been receptive to Public Works' recommendations and try to follow those guidelines. Chair Ringler stated that the HSC is unbiased and listens to the public's testimony, and he believes the HSC works well as a collective body. Chair Ringler stated he believes the HSC serves the public well in issues related to traffic safety. Commissioner Villalobos stated he votes that the HSC remain as a commission. Ms. Sheik reiterated that staff will revise the Sunset Review Evaluation forms to include:

- The HSC performs a great public relations platform and people go away knowing that someone is listening.
- The HSC has been fiscally responsible by keeping costs at a minimum.

9. Special orders

There were no special orders.

10. Unfinished business and general notes

Update on speeding on Salais Street between Azusa Avenue and Hambleton Avenue

Appellant: Maria Maldonado

Mr. Norberg informed the HSC that the contract for the Driver Feedback/Speed Display signs was awarded in January 2014 with installation of the signs expected mid-April 2014. Mr. Norberg indicated Public Works would be conducting before and after studies of the speed of motorists on Salais Street to determine whether the installation of the Driver Feedback/Speed Display signs have been effective. Mr. Norberg indicated that these Driver Feedback/Speed Display signs will be solar powered. Mr. Norberg stated there should be some update information by the July HSC meeting. Commissioner Watkins asked if the public will be aware of these signs and Mr. Norberg stated they will be aware if they see them. Commissioner Estey stated Ms. Maldonado should be invited to the July meeting. Commissioner Villalobos inquired whether neighborhood feedback will occur. Chair Ringler mentioned that Public Works' staff will determine whether conditions change and notify HSC of any changes to Salais Street at a future meeting.

11. New Business

Commissioner Estey asked Public Works' staff whether Highway 39 located in Sierra Madre north of the Azusa area, where the fire occurred, was under the jurisdiction of the California Department of Transportation. Public Works' staff indicated that Caltrans still has jurisdiction over Highway 39.

Chair Ringler asked if the Red Light Photo Enforcement Program was still operating in Los Angeles County. Ms. Sheik indicated that it was no longer operating. Ms. Sheik stated the County recently used other traffic engineering means to resolve red light running at 20 locations. Chair Ringler stated that yellow time becomes how fast a person can speed through an intersection. Ms. Sheik stated yellow times are determined by guidelines set forth in the California Manual on Uniform Traffic Control Devices. Ms. Sheik stated in the past, some agencies came up with an arbitrary 3-second yellow time. Chair Ringler mentioned that people tend to be more attentive not knowing where cameras are located. Ms. Reyes mentioned that there are red light photo enforcement cameras operated by the Los Angeles County Metropolitan Transportation Authority (LACMTA) in the East Los Angeles Area on 3rd Street near the LACTMA Gold Line. Commissioner Villalobos indicated that he noticed there was a traffic signal being installed on Valley Boulevard at Alderton Avenue in the unincorporated County area of Industry.

12. Date for next meeting announced and adjournment

Commissioner Villalobos stated that he would like to dedicate this meeting to the veterans and servicemen who have served this country. The HSC then dedicated the meeting to the veterans and servicemen of this country. The next meeting was tentatively scheduled for March 5, 2014. The meeting was adjourned at 10:20 a.m.

Respectfully submitted,



IRENA GUILMETTE  
Executive Officer  
Highway Safety Commission

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