

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: April 15, 2022


CAO File No. 0220-05291-1173

Council File No.

Council District: All

To: City Council
Mayor

From: Matthew W. Szabo, City Administrative Officer



Subject: **REQUEST APPROVAL OF A NEW DIRECTOR OF THE MUNICIPAL IMPROVEMENT CORPORATION OF LOS ANGELES (MICLA) BOARD OF DIRECTORS**

RECOMMENDATION

That the City Council, subject to the approval of the Mayor, adopt the Resolution, which provides for the approval of Jody Yoxsimer as a new director of the Municipal Improvement Corporation of Los Angeles (MICLA) to fill an existing vacancy of the MICLA Board of Directors.

SUMMARY

The City Administrative Officer (CAO) requests approval of a new director, Ms. Jody Yoxsimer, to fill a vacant position on the MICLA Board. MICLA is governed by a five-member Board of Directors, whose directors were initially appointed by the Mayor in 1984. Appointments to fill subsequent vacancies are made by the MICLA Board, subject to City Council approval. The MICLA Board currently has one vacant position following the resignation of Mr. William T. Fujioka on October 9, 2021, a director since 2019. The Amended and Restated Bylaws of MICLA state that no director elected or appointed shall be deemed to be qualified for the office of director if the name of such director is disapproved by the City Council within forty-five (45) days of receipt by the City Clerk, on behalf of the City Council. The City Council's affirmative approval of the new director will negate the need to send notice to the City Clerk and wait an additional 45 days for final approval.

Background

MICLA is a nonprofit public benefit corporation duly organized and existing under the laws of the State of California (Title 1, Division 2, Part 2 of the California Corporations Code) for the purpose of providing financial assistance to the City by financing, acquiring, constructing, improving, leasing and developing certain equipment and property for the benefit of the public. MICLA was formed at the request of the City in 1984. MICLA plays no active role in the procurement of funds, but must review and approve the projects proposed by the City for debt financing. MICLA directors do not receive compensation.

At its meeting held on March 29, 2022, the MICLA Board elected Ms. Jody Yoxsimer as a new director of the Board to fill the existing vacancy, with her remaining term of office being until June 30, 2024. Ms. Yoxsimer served as an Assistant General Manager at the Personnel Department from 2016 until her retirement from the City in August 2019 - after 38 years of dedicated public service. In her capacity, Ms. Yoxsimer oversaw Employee Benefits (LAWell Program), Workers' Compensation, and the Equal Employment Opportunity Divisions. Prior to 2016, Ms. Yoxsimer served as a Chief Administrative Analyst at the Office of the CAO, since 2001, where she supervised the Municipal Facilities group and various other budget groups. Ms. Yoxsimer's resume is included as Attachment B.

ATTACHMENTS:

Attachment A - Resolution approving Ms. Jody Yoxsimer as a new director of MICLA to fill a vacancy on the MICLA Board of Directors.

Attachment B - Jody Yoxsimer Resume

MWS:AG:09220161

RESOLUTION OF THE COUNCIL OF THE CITY OF LOS ANGELES, CALIFORNIA, APPROVING JODY YOXSIMER AS A NEW DIRECTOR OF THE MUNICIPAL IMPROVEMENT CORPORATION OF LOS ANGELES TO FILL A VACANCY ON THE BOARD OF DIRECTORS OF THE MUNICIPAL IMPROVEMENT CORPORATION OF LOS ANGELES, AND APPROVING AND AUTHORIZING ANY ACTIONS WITH RESPECT THERETO

WHEREAS, the Amended and Restated Bylaws (“the **“Bylaws”**”) of the Municipal Improvement Corporation of Los Angeles (“**MICLA**”) provide that if there is a vacancy on the Board of Directors of MICLA (the “**Board**”), the Board may fill such vacancy by electing an additional director as soon as practicable after the vacancy occurs by a majority vote of the Board at an Annual Meeting (capitalized undefined terms used herein have the meanings ascribed to them in the Bylaws), regular or special meeting;

WHEREAS, Jody Yoxsimer was elected as a new director of MICLA for a term ending on June 30, 2024, by the Board at a meeting of the MICLA Board held on March 29, 2022 to fill a vacancy on the MICLA Board due to a resignation of a director, subject to approval of the City Council (the “**City Council**”) of the City of Los Angeles (the “**City**”) as set forth herein;

WHEREAS, the MICLA Bylaws provide that no director (other than the directors who were on the initial Board) elected or appointed shall be deemed to be qualified to be a director if the name of such director is not either: (i) approved by a majority of the City Council within forty-five (45) days after the receipt by the City Clerk on behalf of the City Council of the name of such director or, (ii) if, however, a majority of the City Council takes no action within such forty-five (45) day period to approve or not approve such director, such director shall be deemed approved by the City Council effective on the close of business on the last day of such forty-five (45) day period;

WHEREAS, the City Administrative Officer (“**CAO**”) has requested that the City Council approve the election of Jody Yoxsimer as a new MICLA director effective on the date of approval of this Resolution rather than transmitting notice to the City Clerk and waiting an additional 45 days after notice is provided as discussed above; and

WHEREAS, all acts, conditions and things required by the Constitution of the State of California, the laws of the State of California and the Charter of the City to exist, to have happened and to have been performed precedent to the adoption of this Resolution and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner (or, as applicable, will happen and be performed in regular due time, form and manner) as required by law, and the City is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LOS ANGELES, as follows:

Section 1. Jody Yoxsimer is hereby approved as a new director of the MICLA Board to fill the vacancy on the MICLA Board for the remaining unexpired term of office for that position, which is June 30, 2024, and until the election and qualification of a successor thereto.

Section 2. The CAO, any Assistant City Administrative Officer or any of their designees (each, an “**Authorized Representative**”) are each hereby authorized and directed, for and on behalf of the City, to execute and deliver any and all documents or certificates, and to take or cause to be taken any and all actions necessary, appropriate or desirable to carry out the transactions contemplated by this Resolution, all upon such terms as shall be satisfactory to such Authorized Representative.

Section 3. This Resolution shall take effect from and upon its adoption.

Jody Yoxsimer

Retired
Administrator

Vision and Values

Results-driven manager motivated to serve the public good, address and resolve conflicts, and develop collaborative environments. Passionate about removing barriers, engaging all stakeholders, and respecting diverse viewpoints.

Experience

City of LA Personnel Department / Assistant General Manager

November 2016-August 2019

Directed a staff of 150 employees responsible for employee benefits, workers' compensation, workplace equity, and occupational health and safety.

Worked with key stakeholders (Mayor's Office, City Council, City Attorney and City departments) to implement MyVoiceLA, the new centralized online City portal for reporting and managing harassment, discrimination or retaliation complaints.

Updated City policies. Developed recommendations to improve city's processes for addressing harassment and discrimination complaints.

Helped develop and launch the Targeted Local Hire Program. Innovative workforce development program for entry level jobs with goal to hire from underserved communities (including formerly and presently homeless, former gang members, disconnected and foster youth, older workers, transgender individuals, individuals with disabilities, veterans, residents of designated zip codes, and formerly incarcerated), meet needs of city residents and stakeholders, and deliver city services. Collaborated with Mayor's Office, City Council, labor organizations, Economic and Workforce Development Department, and community organizations to recruit candidates and create an alternate pathway to civil service careers.

Negotiated alongside CAO Employee Relations and implemented Alternative Dispute Resolution (ADR) Programs with the Police Protective League and Coalition of City Unions to streamline workers' compensation claims handling. Vice-Chair of Labor-Management oversight committees. Enacted medical provider network to improve quality and timeliness of medical care, hired member advocates (ombudspersons) to support injured workers, and established mediator/arbitrator panel to resolve disputes promptly.

Oversaw implementation of key improvements to the City's health and wellness benefit offerings. Transitioned health benefits consultants, third-party administrator, and health providers minimizing operational challenges and member disruption. Brought on LIVEwell wellness program portal and built momentum in integrating wellness into employee culture. Provided financial wellness for employees through a

nationally regarded deferred compensation plan.

City of LA City Administrative Officer / Chief Administrative Analyst

April 2001-November 2016

Supervised a staff of up to 12 employees responsible for

- **Systems:** Developing and implementing systems applications, overseeing Citywide technology, and managing and maintaining internal systems, including the City's Risk Management System (Track4LA), Budget Reporting and Analysis Support System (BRASS), and Performance Budgeting (PB);
- **Budget:** Performing budgetary and contract analysis, and resolving varied and complex financial, accounting, and administrative issues;
- **Innovation:** Supporting the Innovation and Performance Commission and managing the Innovation Fund;
- **Municipal Facilities:**
 - Working closely with stakeholders to prepare and implement program expenditure plans, schedules and positions needs to ensure that program, Council, and Mayor priorities are addressed;
 - Supporting, including preparing agendas and briefing notes, and reviewing and presenting reports for, the Bond Oversight committees established for **Proposition Q** (\$600 million public safety construction), **Proposition F** (\$532 million total for construction of fire facilities and animal shelters), **Proposition K** (\$25 million annually for park and recreational facility construction and augmented by County assessment funds and State park bond funds), and **Zoo facility construction** (\$169 million from various sources);
 - Supporting the Municipal Facilities Committee, which oversees leases and all related issues including space allocation and construction financing, such as **MICLA**;
 - Presenting reports to Council and Council committees regarding all matters related to the Bond Oversight committees, including recommendations from them.

City of LA City Administrative Officer / Senior Administrative Analyst

1989 - April 2001

As a Municipal Facilities Analyst, oversaw Proposition K: LA for Kids \$25 million annual expenditures and projects, including organization and support of citizen oversight committees (Regional Volunteer Neighborhood Oversight Committees) and notification of citizens interested in Proposition K projects and process. Monitored progress and funding of the new Marvin Braude Constituent Services Center and Van Nuys City Hall renovation.

As the Police Department Budget Analyst, developed and implemented a sworn salary projection model that projected each payroll during the current year to a level of accuracy greater than 98 percent and permanently altered the method of budgeting sworn salaries. Correlated with LAPD needs, and implemented, the \$80 million in U.S. Department of Justice COPS grants and asset forfeiture funding.

As Fire Department Budget Analyst, improved the budgeting methodology for \$64 million for constant staffing overtime. Advised Mayor, Council, and various community

forums on fire and paramedic budget and training issues.

As Community Development Department Budget Analyst, successfully facilitated and coordinated efforts of various agencies and community organizations to create the 250-person Housing Department. Made recommendations, which were adopted, to reorganize the job training oversight role of the Private Industry Council to maximize job training services to the community.

City of LA City Administrative Officer / Administrative Analyst

1985 - 1989

As the budget analyst for City Attorney and CAO identified workload constraints hindering job performance of civil litigation attorneys and made recommendations, which were adopted, to restructure the section. Hand-picked by CAO executive officer to manage day-to-day budgeting, training, purchasing, and safety coordination in the CAO.

City of LA City Administrative Officer / Junior Administrative Assistant / Administrative Intern

1981 - 1985

First intern in the CAO to receive an assignment as a budget analyst (Management-Employee Services Bureau of the Public Works Department and Cultural Affairs Department) • Recommended and implemented a new approach to preparing the Overtime Resolution for City Council approval: instead of listing every position in the City authorized to work overtime, which was virtually every position, the list has, since that time, been submitted on an "exception" basis • Helped Council District 12 to organize the first international earthquake conference in Los Angeles in February, 1983 • Chaired or co-chaired various sub-committees of the City's Emergency Operations Organization, including Dehydrated Foods, Hazardous Materials, and Underground Storage Tanks.

Education

Occidental College / A.B, Political Science

1978 - 1982, Los Angeles, CA

Community Services and Volunteer Experience

Involved in leadership activities with various boards, organizations, and community groups. If desired, more information can be provided upon request.