Innovation Fund Committee Meeting Minutes
Monday, July 11, 2016, 8:30 AM – Room 1200A, City Hall East

Members in Attendance: Catherine Geanuracos, Jerry Levey, Jon Merritt, Heather Rosenberg, Todd Sargent, Dr. John Walker

Members Not in Attendance: none

Guests: Bianca Swan, CAO; Robbie Robles, CAO; Christine Guardia

1. Call to Order
Commissioner Jon Merritt called the meeting to order at 8:36 AM.

2. Review of Minutes
Commissioner Levey stated that the minutes did not account for his attendance. Bianca Swan, CAO Project Coordinator, stated she would amend the meeting minutes to reflect Commissioner Levey's attendance. Commissioner Walker motioned to approve the June meeting minutes as amended. Commissioner Sargent seconded the motion. The Committee unanimously approved the June meeting minutes as amended.

3. Innovation Fund Report
Bianca Swan, CAO Project Coordinator, stated that three Innovation Fund submissions were presented at the most recent Innovation, Grants, Technology, Commerce, and Trade (IGTCT) Committee meeting: ITA – Google Innovation Labs, Board of Public Works – Green University, and Mayor’s Office of Budget and Innovation (MOBI) – Secondary Units Prototype. Of those three items, the ITA – Google Innovation and Lab and the Board of Public Works – Green University items were recommended for approval by the IGTCT Committee. The IGTCT Committee stated that it is continuing the MOBI – Secondary Units Prototype because Council is still finalizing the City’s policy regarding Secondary Units. That policy should be approved before moving forward with the Innovation Fund Secondary Units item. Ms. Swan informed the Committee that the members of the IGTCT Committee stated concerns about Departments using the Innovation Fund to request funding for items the IGTCT Committee feels should go through the normal budget process. The Committee stated that they would like to meet with members of the IGTCT Committee to hear their concerns and provide input on the direction of the Innovation Fund.

Ms. Swan informed the Committee that Council approved the SOBER Unit Innovation Fund submission. The pilot launch date has been
delayed because the Los Angeles County Sobering Center is not expected to open on the original July 1 deadline. The SOBER Unit is launching in conjunction with the opening of the Sobering Center so the pilot will begin as soon as a new date for the opening of the Sobering Center is determined.

Ms. Swan notified the Committee of the 2016-17 Innovation Fund budget, which is $1,095,877 and includes the $900,000 2016-17 budget allotment. There are four Innovation Fund items in the queue totaling $376,000: the three items that were recently presented to the IGTCT Committee and the LAFD – Emergency Information Center, which is pending additional information from the Fire Department. Taking these items into account, and including the $100,000 in administrative costs that come from the IF budget total, the Innovation Fund will have a starting balance of $719,877 for the 2016-17 budget year.

A discussion period followed.

The Committee stated that it would like to set a deadline for the length of time Departments can take to get information pertaining to an Innovation Fund idea that has been requested by either the Innovation and Performance Commission or IGTCT Committee. If the Department does not provide the information to the Innovation Fund Committee within a certain time, the Committee can withdraw the Innovation Fund item from consideration until further notice.

4. Review of Innovation Fund Submissions

Innovation Fund Submission Items Status Review Key:
1 – No Further Review
2 – Potential Funding Opportunity – Request More Information from GM
3 – Ready for Full Commission Review and Scoring
4 – Not Appropriate for Review but Will Include Idea in Notes for GM for Further Ideation
5 – Incorporated into Other Proposal

The Committee reviewed three newly submitted items and three status-two items. The items are described as submitted.

Keep LA Clean
What if: I want to make it easy for every Angeleno to get involved in the job of keeping our city clean. I want to make it easy to report, so that people can report it quickly instead of letting dumping areas grow.

The Committee stated that the components listed in this submission are included in the Clean LA Contest pilot funded through the Innovation Fund. This item is a status-one.
Water
What if: Clean drinking water.

The Committee noted that the idea was incomplete and no further action was needed. This item is a status-one.

Horizon Hover
What if: Rentable flying hover scooters. Imagine a scooter, that glides through the air 3 feet off the ground. It's like a bike share for flying hover scooters. Our team consists of MIT graduates, NASA system controls specialist, patent attorneys, mechanical engineers, US Air Force pilots, the VP of Trek Aerospace and helicopter experts. We are using patented ducted fan technology to create lift and lithium ion batteries to provide power. We can control the speed and height to ensure a very safe experience for all ages.

The Committee stated that this idea was not within the scope of the Innovation Fund. This is a status-one.

Post-it Project
What if: What if each City Department that makes repairs in the public arena had a pre-printed informational sign that they could leave at a site they planned to come back to? These signs will let constituents know that the City has been alerted and is working to fix the problem. This will save calls to 311, the Council office, and the departments. Signs would say something like "We have been here to investigate and will be back shortly with the proper equipment. For questions please call ... ".

The Committee would like to follow up with the Bureau of Street Services regarding the feasibility of this idea. Commissioner Levey will reach out to the Department. This item remains a status-two.

SEWERS5 Program
What if: Bureau of Contract Administration has Inspectors that inspect public works projects during construction. The Inspectors need to observe the contractor's work. However, if the contractor works a full 8-hour day, then the Inspector has limited ability to go back to the office to complete their paperwork such as Daily Inspection Reports. "What If" the Bureau of Contract Administration had tablets or other portable electronic devices (similar to what the housing inspectors use) that would allow them to fill out their paperwork electronically while they are in the field? These tablets would be connected wirelessly to the main office servers so that the paperwork would immediately be saved to the main office once the Inspector has completed their paperwork.

The Committee would like to follow up with the Bureau of Contract Administration regarding the feasibility of this idea. Commissioner Sargent will reach out to the Department. This item remains a status-two.
Griffith Directory Maps
What if: What if the city could make information about hiking in Griffith Park and accessing the Hollywood sign easier to understand and help them understand the hiking trails and environment better. As a Museum Guide at Griffith Observatory for over 7 years, I have led our monthly Sunset nature walks through the Berlin forest in Griffith Park and have given tours of the observatory grounds and park. The number one question we receive from patrons are, "Can I have a hiking trail map?" We have to make several office copies of trail maps to hand out. Many people want to explore Griffith Park but don't really know where to start and don't understand the vast environment. I propose placing large permanent display boards with an easy-to-read map of the trails. There should also be a marker displaying "You are Here" on the map.

The Committee asked Ms. Swan to follow up with the Department of Recreation and Parks, Chief Data Officer Lilian Coral, and the Information Technology Agency (ITA) Assistant General Manager Joyce Edson to discuss the status of the work on a project similar to this Innovation Fund item. The Committee decided that since City departments are currently working on a similar project, this item should be changed from a status-two to a status-four.

Nurse Practitioner Dispatch Pilot
What if: What if the LAFD could have a Nurse Practitioner working at the 911 dispatch center so that low acuity calls could be more thoroughly screened to determine those calls which can be processed without the need to dispatch an emergency resource? The NP would be able to safely determine if certain 911 calls could be handled by referring patients to community health clinics, dispatching the LAFD Nurse Practitioner Response Unit (NPRU), or by dispatching a taxi for transport. This could greatly decrease the call load and the unnecessary dispatch of scarce emergency resources and ambulance transport of low acuity patients.

The Committee would like to get more information about the current dispatch process before it moves forward on making a decision on this item. This item remains a status-two.

5. Discussion and Action on Initial Submission Review Process
The Committee discussed reviewing and closing out status-two Innovation Fund items. Commissioner Merritt will work with Ms. Swan on identifying which status-two items the Committee should still consider for funding recommendations and which to close out to status-one. Commissioner Sargent moved that departments have 60 days to provide feedback on preliminarily reviewed Innovation Fund items that need additional information or else the item will be closed until further notice. Commissioner Walker seconded the motion. The Committee unanimously approved the motion.
Commissioner Sargent moved that, in order to utilize the Committee’s meeting time effectively, he is requesting those submissions that are incomplete or can be deemed infeasible be labeled as a status-one and closed out by CAO staff and/or the Committee Chair. Commissioner Merritt seconded the motion. The Committee unanimously approved the motion.

6. Public Comments
   None.

7. Adjournment
   Commissioner Sargent adjourned the meeting at 9:27 AM.