



DPSS Mobilizes Hundreds to Help the Homeless on Skid Row

Building on the Department of Public Social Services’ (DPSS) continued efforts to serve those in the County with the greatest need, 261 departmental staff, family and friends returned to downtown Los Angeles to serve homeless individuals and families residing in the skid row area.

DPSS Acting Director, Antonia Jiménez joined the activities of the volunteers, which were coordinated by the department’s Toy Loan & Volunteer Services Section. This is the third, and largest, volunteer effort to serve the downtown Los Angeles homeless community in the last year.

According to the latest numbers provided by the Los Angeles Homeless Services Authority, over 57,794 individuals are homeless in the County, including parents with children.

Hundreds of clothing items, including toiletry and hygiene kits, were collected and assembled in advance by the volunteers and distributed to homeless residents. The volunteers were deployed between homeless service providers and agencies, where they helped out in the following ways:



- Weingart Center: Sorted clothing, assembled toiletry and hygiene kits, created Mother’s Day flower bouquets for distribution, hosted a Hot Dog BBQ for the homeless, and conducted various beautification projects.
- Midnight Mission: Served lunch and distributed hygiene kits.
- Union Rescue Mission: Helped to beautify the garden of a nearby park frequented by Skid Row residents and distributed hygiene kits.

The volunteers also went on foot, distributing hygiene and toiletry kits to the homeless on the streets of Skid Row and along the Los Angeles River.

The DPSS Medi-Cal Outreach District staff conducted Medi-Cal and CalFresh enrollment and provided information about other DPSS programs and services in an area located at 6th Street and San Pedro Street.

The message of helping the homeless is continuing to spread across the County, bringing much-needed attention to this ever-increasing crisis, which can only be addressed by coming together as a community. DPSS is one of several departments currently playing a major role in the services being implemented as part of the Los Angeles County’s Homeless Initiative.

Those interested in becoming a DPSS volunteer can call (213) 744-4590 or email: dpssvolunteers@ladpss.lacounty.gov.

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Calendar of Events

Center Theatre Group

(213) 628-2772

www.centertheatregroup.org

Ahmanson Theatre

Through September 30 – Ain't Too Proud (The Life and Times of The Temptations)

Kirk Douglas Theatre

September 2 through September 30 – School Girls; or, The African Mean Girls Play

Mark Taper Forum

August 29 through October 7 – Sweat

Grand Park

(213) 972-8080

www.grandparkla.org

Every Tuesday through Thursday – Lunch A La Park Food Trucks

Every Tuesday through September 25 – Bootcamp

September 8 – PROUD Picnic + Movie Night

Hollywood Bowl

(323) 850-2000

www.hollywoodbowl.com

August 24 and August 25 – Tchaikovsky Spectacular with Fireworks

August 29 – George Benson, Ledisi, Lean on Me: Jose James Celebrates Bill Withers

The Music Center

(213) 972-7211

www.musiccenter.org

Walt Disney Concert Hall

August 27 – California Soul

August 30 – Celebrate LA!

Ford Theatres

(323) 461-3673

www.fordtheatres.org

August 24 and August 25 – Marjani Forte-Saunders' Memoirs of a...Unicorn

August 26 – moon& by szalt (dance company)

August 27 – JAM Session: Flamenco Dance

September 1 – Pacific Opera Project presents Carmen

September 6 – Saul Williams and Mivos Quarter

September 8 and September 9 – Viva La Tradicion Homenaje a Don Pepe Martinez

September 10 – JAM Session: Swing Dance

September 11 – Hollywood Shorts

Visit <http://hr.lacounty.gov> for information on employment opportunities with the County of Los Angeles



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Check out the DIGEST at:

<http://hr.lacounty.gov/about-the-county/>

Consensual Relationships

by Crystal Lewis

County Equity Investigations Unit

Department of Human Resources

The workplace is where one spends the majority of time. It's a place where close working relationships are formed, especially when collaborating on specific tasks or projects; co-workers become friends; and it is even a place where romantic relationships are formed and one may find a future spouse. County Policy does not prohibit consensual romantic relationships in the workplace. However, relationships of this nature, particularly between a supervisor and subordinate, may present unique issues and fraught with risk.

According to Dictionary.com:

- Consensual is defined as: *agreed to by the people involved: performed with the consent of the people involved.*
- Supervisor is defined as: *one who directs or oversees worker(s) or the work of an organization or operation.*
- Subordinate is defined as: *1: placed in or belonging to a lower order, rank, or position: inferior a subordinate officer. 2: subject to or under the authority of a superior.*

If a consensual romantic relationship between the supervisor and subordinate should develop, the supervisor should immediately notify management and should no longer supervise the subordinate to avoid perceived, potential, or actual disruptions to the workplace, morale, and allegations of County Policy of Equity (CPOE) violations. Failure to do so is considered poor judgement by the supervisor which may result in discipline.

For example, when a subordinate and his/her supervisor are involved in a consensual romantic relationship, there can be a perception among staff that the subordinate is favored with respect to work assignments, performance evaluations, or promotional opportunities. The old adage, "perception becomes reality," applies to this scenario. If such a relationship exists, it will lead to a conflict of interest for the supervisor, should the need to impose discipline arise and policies and practices are unevenly applied to the subordinate and other staff. Both examples present a potential CPOE violation in the form of *disparate treatment*, which is a type of discrimination in which staff allege the supervisor treats them differently or addresses work issues unfairly based on the supervisor's relationship with the subordinate.

Additionally, should the relationship end, what was once viewed as consensual conduct may now be viewed as

unwelcome conduct. If one person continues to make romantic or sexual advances and/or engages in other verbal, visual, or physical conduct of a sexual nature which the other person finds unwelcome, this may lead to sexual harassment complaints. A supervisor engaging in this conduct can be held strictly liable. (More to come on strict liability in future Digest editions.)

As a reminder, conduct which may not meet the definition of *quid pro quo* or *hostile work environment* harassment may still violate the CPOE's Inappropriate Conduct Toward Others (ICTO) provision as conduct of a sexual nature which is reasonably inappropriate for the workplace. Other staff observing or overhearing the conduct may also be offended or uncomfortable resulting in *third party (bystander)* harassment complaints. [Please refer to the CPOE or prior County Digest articles for the discussions of *disparate treatment*, *quid pro quo*, *hostile work environment* and *third party (bystander)* harassment and ICTO.]

YOU DECIDE...

if the consensual romantic relationship between a supervisor and subordinate is a potential violation of County Policy:

1. The supervisor allows the subordinate to have first choice of assignments.
Yes___No ___
2. The supervisor refuses to accept the end of the relationship and continues to pursue the other party by constantly calling the subordinate into the office.
Yes___No ___
3. The supervisor promotes the subordinate over other equally qualified co-workers who are also reachable on the eligibility list.
Yes___No ___
4. The supervisor requests that the subordinate go out to dinner before the subordinate will be considered for the transfer to a work location closer to home.
Yes___No ___
5. After the romantic relationship between the supervisor and the subordinate ends, the subordinate employee is disciplined for reporting to work late while other employees are not disciplined for reporting to work late.
Yes___No ___
6. A supervisor and subordinate have intimate conversations and display signs of affection, such as holding hands, winks, and blowing kisses, while at work.
Yes___No ___

Answers:

1. Yes; 2. Yes; 3. Yes; 4. Yes; 5. Yes; 6. Yes

Presenting “Leadership in an Age of Advancing Technology”

16th Annual Leadership Conference



The Quality and Productivity Commission (QPC) hosted the 16th Annual Leadership Conference on May 16, 2018 at the Music Center. This year’s theme was “*Sensors and Sensibility: Leadership in an Age of Advancing Technology.*” The Annual Leadership Conference is jointly sponsored by the Board of Supervisors, Chief Executive Office, and the Quality and Productivity Commission.

Commissioner Jacki Bacharach served as this year’s Leadership Conference Committee Chair and Commissioner Shawn Landres, QPC Chair, served as Facilitator during the conference. Commissioner Landres welcomed an estimated 200 attendees to the conference. An additional 300 guests participated via web-streaming. The conference highlighted the role of government “preparing for the future of work in the government.” The Center for Digital Government lists cyber security, open data/data governance, disaster recovery, and business intelligence as top priorities for government today.

The Keynote Speaker was Dustin Haisler, Chief Innovation Officer, e.Republic, Inc. Haisler, pictured above, presented on where government is in relation to citizen’s expectations, and how government is adopting and adapting to technological changes. How does technology impact work today? There are 7.53 billion people worldwide, yet there are 8.7 billion devices in use around the world. Of the total population worldwide, 41% are connected to the internet. Additionally, it’s projected that 50% of the American workforce (74 million) will be freelancing by 2020, and millennials will make up 75% of the global workforce by 2025. The workforce of the future is very different from today!

This year’s *New Ideas Panel – Future of Knowledge Work* included Dr. Lori Bettison-Varga, Director, Natural History Museum, Mark Pestrella, Director, Public Works, and

Dr. Christina Ghaly, Acting Director, Health Services (pictured below). Each highlighted the use of innovation programs and use of technology to accomplish their department’s missions and goals. Dr. Bettison-Varga conducted an on-the-spot survey of conference participants using mobile devices. Mark Pestrella showcased Vision Zero L.A. County, a web-based application that utilizes GIS to map locations of traffic collisions in the unincorporated areas of the County. Such visualization assists with determining the highest traffic safety needs in the unincorporated areas and prioritizing resources to strategically implement safety enhancements. We also heard from Dr. Ghaly on eConsult, a HIPAA secure, web-based “clinical conversation” portal with the ability to refer those needing appointments to a scheduling desk. DHS currently responds to more than 18,000 eConsult requests every month!

Other speakers included William Kehoe, Chief Information Officer, Lane Dilg, City Attorney, City of Santa Monica, and Jeramy Gray, Acting Chief Deputy Executive Officer, Board of Supervisors. Kehoe outlined the function of the Chief Information Office and introduced the Keynote Speaker. Dilg covered ethics and advancing technology in the workplace (e.g., data privacy, data security, etc.), and Gray gave an overview of the Board of Supervisors’ operations. In his current role, Gray supports the Executive Officer in managing the day-to-day operations, which range from preparing the weekly Board Agenda and overseeing all County Commissions, to coordinating development of special initiatives approved by the Board. He also gave an exciting a demo on *Alexa* and how it can be used to effectively connect citizens to Board meetings and issues.

Also participating were Dr. Henry Ellis, Pastor of the True Gospel Missionary Baptist Church, who gave the invocation, and Petty Officer 3rd Class Joel Castellanos, Department of Military and Veteran Affairs, who led the Pledge of Allegiance.





August is Breastfeeding Awareness Month! The County of Los Angeles is a proud proponent of breastfeeding and is committed to supporting lactating mothers in the workplace. As a recognized Mother-Baby Friendly Workplace, the County takes pride in providing proper accommodations and time to support milk expression. The Department of Human Resources (DHR) is the lead in this effort through Workplace and Community Programs.

Breastfeeding is important because it allows for the creation of ideal nourishment for the baby and gives the baby a healthy start who's impact will last a lifetime. Studies have shown that infants that are breastfed have reduced risks of asthma, obesity, Type-2 diabetes, ear and respiratory infections, and sudden infant death syndrome (SIDS). Breastfeeding

can also help lower a mother's risk of heart disease, Type-2 diabetes, ovarian cancer, and breast cancer.

The County is committed to promoting a work environment that supports breastfeeding, and helps lactating mothers feel more confident about meeting their lactation goals without sacrificing their work responsibilities. Since management support of this policy is critical to its success. DHR provides informational materials and in-person training courses to County managers. Supervisors are trained on the County's lactation program to ensure compliance and promote support, and designated Lactation Coordinators across County worksites provide ongoing education and coordination of lactation needs.

For more information on the County's Lactation Accommodation Program, visit DHR's breastfeeding webpage at <http://employee.hr.lacounty.gov/lactation-accommodation-program-2/>. On this page, you can find information and training, breastfeeding links and resources, as well as a list of all available lactation sites across the County.



Ask Dr. Carissa Jones, DVM

Department of Animal Care and Control

“What are hot weather safety guidelines to follow for our pets?”

As the weather warms, there are a few safety precautions that pet owners should take to keep their pets safe. We all know about animals in hot cars but have you ever thought about the ground your animal walks on or the water coming out of your garden hose?

- **Pets should not be left in unattended cars for any amount of time.**
 - Even at an outdoor temperature of 70 °F, a closed car can reach over 100 °F within 30 minutes.
 - Cracked windows do not provide enough air flow to keep the car under reasonably comfortable conditions.
 - Dogs do not have the ability to cool themselves off the way people can.
 - If you see an animal in a closed vehicle, call 911 immediately for assistance.
- **Careful with walking your pet outdoors on a hot day.**
 - Because we wear shoes, we may not be aware of how hot the ground actually is on our animal's paws.
 - Check the ground before allowing your pet to walk on it.
 - Place your hand, palm up, on the ground and hold for 5 seconds.
 - If you cannot keep your hand there, then your pet shouldn't walk there.
 - This applies to any ground cover, sand can be just as hot, if not hotter, than asphalt.
 - Also be mindful of general walks in the middle of the day, especially with a short nose and muzzle (like English Bulldogs) who have a hard time cooling down and can suffer from heat stroke very quickly.
- **An unexpected source of danger to your pet is the water coming out of your garden hose.**
 - Water in a garden hose can reach boiling temperatures on a hot summer day.
 - When attempting to bathe your animal outside, or even just cool them off, you may inadvertently cause significant burn damage.
 - Always check the water coming out of the hose before applying it to your animal.

Now that the weather is warming up, please be mindful of your furry family members. They can suffer from burns, heat stroke, and heat damage just like humans. If you see an animal in a dangerous situation, call your local animal control or 911 for assistance. For more information on hot weather dangers with your animal, speak with your local veterinarian.



COUNTYWIDE FITNESS CHALLENGE 2018



A DAY OF FAMILY FUN

CHILL OUT!

Join us for boogie boarding, power walks, and yoga.

- BOOGIE BOARD LESSONS*
- BEACH FITNESS SESSIONS
- WATER SAFETY
- YOGA
- HEALTHY SNACKS
- FREE GIVEAWAYS
- DRAWING PRIZES

Dockweiler Beach Youth Center

12505 Vista del Mar
Playa del Rey, CA 90293
4th Supervisorial District

**Saturday,
August 25, 2018**
8:00 a.m. – Noon

*Free use of boogie boards

RSVP to secure your giveaways at:
<http://employee.hr.lacounty.gov/countywide-fitness-challenge-2/>

EVENT SPONSOR





Parks After Dark

Thousands of residents of all ages flocked to 33 County parks this summer to enjoy programs and activities such as concerts, movie nights, sports, swimming, and more as part of the Department of Parks and Recreation’s Parks After Dark (PAD) Program.

Participating parks welcomed patrons from 6 p.m. to 10 p.m. Thursdays through Saturdays from June 14, 2018 through August 4, 2018. PAD provided opportunities for families and neighbors to come together in a safe and welcoming environment.

“Parks After Dark builds resilient communities across the County,” said John Wicker, Director, Department of Parks and Recreation. “We partnered with numerous County departments and community-based organizations to provide an incredible array of free, fun and outcome-based programming and services for youth and families. PAD also provides a comprehensive and collaborative approach to fostering social cohesion, reducing crime rates, creating safe park environments, and enhancing health.”

Each summer, PAD provides opportunities for participants to engage in recreational activities including team sports, walking clubs, dance classes, and swimming. PAD also features informative workshops covering topics such as healthy cooking, parenting, computer and financial literacy skills, as well as entertainment programming including movie nights, concerts, and cultural shows. Resource fairs, volunteer opportunities, youth employment, free meals, arts and crafts, family games, and much more are also provided.

PAD, which returns next summer, is led by the Department of Parks and Recreation with strong support from partners including the Board of Supervisors, Chief Executive Office, Sheriff’s Department, Department of Mental Health, Department of Public Health, Probation Department, Department of Children and Family Services, Department of Workforce Development, Aging and Community Services, and many other government and community-based organizations.

Hollywood Shorts

The Ford Theatres

Hollywood Shorts returns to the Ford on Tuesday, August 14, 2018, kicking off a series of three monthly short film screenings. Hollywood Shorts is a monthly series that celebrates outstanding achievement in American and international short filmmaking and animation. Co-presented by HBO, the film screenings at the Ford take place on the Zev Yaroslavsky Terrace (affectionately dubbed The Zev) for an intimate outdoor movie experience with a view unlike any other. Prior to the screening, movie buffs can choose from a selection of popcorn, burgers, tacos, beer, wine, and more at the Ford Terrace Café. Stay after the screenings for a brief Q&A with the filmmakers.

The Hollywood Shorts Film Festival launched in October 1998, and has grown to provide a wide range of support and educational programming to emerging filmmakers. More than 100 short and animated films are programmed year round at innovative venues in Hollywood, showcasing new voices in independent cinema.

Films to be announced—visit FordTheatres.org for more details.

Rideshare L.A. County

Department of Human Resources

Would you like to work your regular work hours without having to drive in traffic? Maybe even have breakfast in your home and have a commute of about 20 seconds? Then **Telework** may be the solution for you. **Telework**, a management option program, is defined as working at home or a location closer to home that reduces the trip to work by 50 percent or more. By eliminating or reducing the commute to work, **Telework** helps improve the air by reducing harmful emissions from driving to work. Helping to improve the air also helps with the effort to reduce the number of deaths associated with pollution in Los Angeles County. For more information about **Telework**, contact your Employee Transportation Coordinator (ETC) or visit www.rideshare.lacounty.gov. Take Pride and Share the Ride.

Retirees

*Congratulations for your many years of service
to the County of Los Angeles*

50+ Years

PUBLIC SOCIAL SERVICES: Sandra Otnes

45+ Years

ASSESSOR: Rebecca G. Alcabedoss

HEALTH SERVICES: Magali Cabrera, Alfred R. Dennis, Jr., Patricia A. Hokama, Irma Lopez William Pinkney, Jr.

INTERNAL SERVICES: Mark A. Bradley, Rochelle Newble, Charles E. Young

MENTAL HEALTH: Randi Alpern

PARKS & RECREATION: Jose L. Guitron

PROBATION: Anita G. Wilson

PUBLIC SOCIAL SERVICES: Joanne Lister, Irma A. Oviedo

PUBLIC WORKS: Richard Preston

SHERIFF: Cynthia T. Ibarra

SUPERIOR COURT: Donald Webber

40+ Years

CHILDREN & FAMILY SERVICES: Susie L. Quon, Ethel Shaw

CHILD SUPPORT SERVICES: Ruby A. Gold, Olga L. Quintero

FIRE: Marylou Gutierrez

HEALTH SERVICES: Delphine Bradford, Rhonda Y. Brewer, Mark Corbet, Gloria J. Draffen, Kerry L. English, Greg Espejo, Lelinda Flores, Bruce H. Gross, Janine Johnson, Joseph Palacios, Azucena Smith, Clottel E. Thomas, Janis McGee Washington

MENTAL HEALTH: Gwendolyn Miles

PUBLIC DEFENDER: Nellie Fierroz-Smith

PUBLIC HEALTH: Donald R. Dunn, Katherine Levario, Araceli M. Villanueva

PUBLIC SOCIAL SERVICES: Jennie F. Delgado, Viola Gray, Gwendolyn S. Irving

SHERIFF: Marsha M. Emerson Boyd, Catherine R. Magallanes, Anne M. Mitchell

SUPERIOR COURT: Martha J. Gomez, Janice B. Le, Julie G. Martin

TREASURER AND TAX COLLECTOR: Edna Mc Neely-Dixon

35+ Years

ASSESSOR: Paul G. Scroggs

CHIEF EXECUTIVE OFFICE: Bonnie Bel K. Chun, Victoria Evers

CHILDREN & FAMILY SERVICES: Renee C. Hood, Laura A. Popielski, Sandra L. Stivers

COUNTY COUNSEL: Renee F. Mendoza

DISTRICT ATTORNEY: Hanh T. Tran

FIRE: Jeremy P. Armour, Timothy M. Wiehe, Darrick D. Woolever

HEALTH SERVICES: Rita Andrade, Victoria Barnett, Jocelyn W. Blaskey, Maria L. Chiong, Earlean Flenoury, Lawrence Greene, Ulda S. Haggerty, Rene Hernandez, Christine M. Jimenez, Lolita P. Jimenez, Rosemarie G. Lugo, Martha Martelli, Artemiza McCullough, Ruthie McDonald, Maria Medrano, Kenneth A. Narahara, Teryl A. Nichols, Blanca Palomo, Dorothy M. Porter, Jill C. Redfern, Valerie Rhodes, Annette H. Richardson, Dorothea L. Samuel, Darcy V. Spicer, Clarita Q. Verdin

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PUBLIC HEALTH: Young S. Chun, Mary Contreras, Philip Reynolds, Sharon D. Sakamoto

PUBLIC SOCIAL SERVICES: Sol-Angel J. Campuzano, Priscilla A. Stallworth

PUBLIC WORKS: Larry E. Green, Lowell E. Johanknecht
SHERIFF: Sonia D. Carroll, Joyce M. Frost, Phillip W. Powdrill, Melinda L. Saucedo, Michael W. Voge, Scott W. Walker, Jose L. Zarate, Jr.

SUPERIOR COURT: Wendy G. Fujiwara, Cynthia M. Goske, Louise Halevy, Mae S. Johnson, Elsa B. Lara, Signora F. Raleigh, Takashi R. Murase, Tracy A. Richardson

WORKFORCE DEVELOPMENT, AGING & COMMUNITY SERVICES: Joe Williams, Jr.

30+ Years

ALTERNATE PUBLIC DEFENDER: Thomas J. Burns, Patrick G. Thomason

ASSESSOR: Sandra L. Bodeau, Suzette R. Nelson

CHILDREN & FAMILY SERVICES: Jane Lay, Leticia A. Najera, Portia Odom, Sarah A. Padilla, Marsha C. Perry, Gerardo H. Ramos, Van B. Tran

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HUMAN RESOURCES: Laura Heaton

INTERNAL SERVICES: Gary L. Gonzales, Lori Lisa S. Johnson, Charles C. Shyu

MENTAL HEALTH: Thomas Ludd, Jr., Robert S. Wu

PARKS AND RECREATION: Juan M. Escobar, Dennis M. Langdale, Arshell Stanley

PROBATION: Paula L. Aliewine, Leon R. Bruce, Melvin L. Jones, Eduardo Mundo, Michelle D. Pierson, Sylvia C. Ramirez, Russannette Scott, Nancy L. Ward, Darryl L. White

PUBLIC HEALTH: John T. Nguyen, Maria Reza

PUBLIC SOCIAL SERVICES: Laura Cervantes, Harmik Gharibi, Larry E. Lewis, Joanna C. Lin, Ping L. Ly, Maria S. Medina

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SUPERIOR COURT: Geoffrey V. Charles, Benjamin Martinez, Linda S. Nishimoto, Pamela Y. Taylor, Socorro Valenzuela, Dennis L. Villa

TREASURER AND TAX COLLECTOR: Geraldine Eatmon, Myriam C. Ledesma, Arcressa Nickerson

25+ Years

ASSESSOR: Cenon L. Bernabe, Connie S. Du, Sean O Reilly, Rafeek B. Rohoman

CHILDREN & FAMILY SERVICES: Ray Yih Chu, Julie D’Silva, Linda P. Dejchaiyan, Remedios Y. Farjardo, Thomas L. Fix, Carolyn M. Herrera, Myvy C. Huynh, Donna M. O’Leary, Sylvia E. Mercado, Becky S. Merriweather, Cynthia P. Stokes, Isabell Wetzel

CHILD SUPPORT SERVICES: Rosa P. Mandel

DISTRICT ATTORNEY: Shelley D. Jackson

FIRE: James E. Blackburn, Keith A. Carlson Robert E. Kelley, Henry M. Morales, Karen L. Zakowicz

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INTERNAL SERVICES: Steven N. McConaughy

MEDICAL EXAMINER-CORONER: George S. Reid

MENTAL HEALTH: Vanessa C. Estrada, Michael B. Joseph, Yvonne Marquez, Dolores H. Spielman

PARKS AND RECREATION: Noel J. Maldonado

PROBATION: Lowell B. Day, Yvonne Gainer, Bridgitte B. Green, Maribel D. Ruano, Herbert L. Smith

PUBLIC DEFENDER: John M. Mattingly

PUBLIC HEALTH: Teolor Atangan, Ulida Barrientos, Thea M. Hanna, Okey O. Nwachuku,

PUBLIC SOCIAL SERVICES: Lawne R. Anderson, Yevgine Baroyan, Teresa Carter, Min Chan, Maria R. Fernandez, Vaughan C. Gibson, Tien T. Gordon, Emma Haghverdi, Ursula R. Hampton, Ronald Houston, Alicia Lopez, Julia Nazario, Isaac M. Omar, Virginia Paulett, Javier Sanchez

PUBLIC WORKS: Elmer P. Jacobs II, Roland Romain

SHERIFF: Patrick F. Bohnert, Arthur Escamillas, Rodolfo P. Estrada, Patti J. Galindo, Grant R. Gazeley, Rhonda M. Griffin, Phillip R. Lakin, Wilson T. Lee, Kathy A. Mc Kean, Larry Quirol, Jr., Lessie M. Roberson, Joey E. Stoker,

SUPERIOR COURT: Yolanda Baltazar, Maryann Guzman, Sonia M. Herda, Velma F. Jordan, Paula J. Lawson, Robert K. Ulander

TREASURER AND TAX COLLECTOR: Sandra K. Barrow

WORKFORCE DEVELOPMENT, AGING & COMMUNITY SERVICES: Aracely M. Estupinian



Countywide Information Security Program

Password Managers

One of the most important steps you can take to protect yourself online is to use a **unique, strong password/passphrase** for *all your important accounts and apps*. But remembering them all can be challenging. This is why so many people re-use the same password which increases the likelihood of an important account falling victim to an attacker. A simple solution is to use a **Password Manager**. It works by storing all your passwords in an encrypted vault. You need only remember the “Master Password” that gives you access to your password vault.

When Choosing a Password Manager, Keep the Following In Mind:

- Your password manager should be simple for you to use.
- Use only well-known and trusted password managers.
- Require two-factor authentication to access your vault.
- Avoid any that claims to be able to recover your master password for you. This means they know your master password, which exposes you to too much risk.
- It should include the ability to automatically generate strong passwords and show you the strength.
- It should give you the option of storing other sensitive data, such as the answers to your secret security questions or credit cards.



Password managers are a great way to securely store all your passwords and other sensitive data. However, since they safeguard such important information, make sure you use a unique, strong master passphrase that is not only hard for an attacker to guess, but easy for you to remember.

Resources:

[Top Password Managers of 2018](#)

[Best Free Password Managers of 2018](#)

[Everything You Need to Know About Password Managers](#)