



MAY 2018 COUNTY OF LOS ANGELES

Let's Celebrate Older Adults in Los Angeles County



For the last 52 years, the County of Los Angeles has observed Older Americans Month in May to recognize older adults and their contributions to our communities. Older adults contribute greatly to the success of County programs and services that promote wellness and social connection. Within the County, older adults are sharing their wisdom and experience with future generations, and giving back to

enrich their communities. They are working and volunteering, mentoring and learning, and leading and engaging. Every May offers the opportunity to hear from, support, and celebrate older adults.

This year will be celebrated with the national theme: **Engage at Every Age** to emphasize the importance of being active and involved, no matter where or when you are in life. You are never too old (or too young) to participate in activities that can enrich your physical, mental, and emotional well-being.

In recognition of Older Americans Month, the County of Los Angeles, Workforce Development, Aging and Community Services (WDACS) will organize the 53rd Annual Older Americans Recognition Day awards program on Thursday, May 17, 2018 at the Los Angeles Music Center and Dorothy Chandler Pavilion. Throughout the month, Community and Senior Centers will host a variety of events that promote mental and physical wellness, and allow older adults to engage with one another and the community around them. For more information about these activities, please contact Joel Diaz, Public Information Officer, at jdiaz@wdacs.lacounty.gov or visit <http://wdacs.lacounty.gov>.

L.A. County Makes the Forbes' 2018 America's Best Employers List

We are ranked #133!

Los Angeles County has made the Forbes' 2018 List of America's Best Employers. The County has received this coveted designation three times over the last four years. This is phenomenal given that there are over 244,000 businesses in Los Angeles and millions more in the United States. The survey was sent to 500 large employers in the U.S.



Forbes asked through an anonymous survey 30,000 working Americans how likely they were to recommend their own employers to friends and family. They were asked to give their opinions on a series of work-related topics, such as working conditions, salary, potential for development and company image regarding their current employer. As a result of the positive responses, the County moved to #133 on the list.

Congratulations to the 99,237 employees of Los Angeles County working for the employer of choice!

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Calendar of Events

Center Theatre Group

(213) 628-2772

www.centertheatregroup.org

Ahmanson Theatre

Through June 10 – Soft Power

June 19 through July 29 – The Humans

Grand Park

(213) 972-8080

www.grandparkla.org

Every Tuesday through Thursday – Lunch A La Park Food Trucks

Every Wednesday – Lunch A La Park Yoga reTREAT

Every Thursday – Lunch A La Park Spring Concerts

Every Friday – Lunch A La Park Yoga reTREAT

June 5 through September 25 – Bootcamp

June 7 through July 4 – Big LA Portrait Gallery

Hollywood Bowl

(323) 850-2000

www.hollywoodbowl.com

May 22 and May 23 – Paul Simon

May 25 and May 26 – Disney Beauty and the Beast - in concert
live-to- film

May 31 and June 1 – James Taylor with Sheryl Crow

June 2 – Enanitos Verdes & Hombres G

Los Angeles County Museum of Art

(323) 857-6010

www.lacma.org

Through July 16 – City and Cosmos: The Arts of
Teotihuacan

May is Asian Pacific American Heritage Month

*Celebrate the culture, traditions, and history of
Asian Americans and Pacific Islanders
in the United States.*

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



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Submissions to the DIGEST may be
edited or otherwise altered for clarity.

Check out the DIGEST at:

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

Sexual Harassment

Free of a Hostile Work Environment

by Chequita Palmer

County Equity Investigations Unit

Department of Human Resources

You may recall from the December 2017 and March 2018 County Digest, sexual harassment is defined as:

“Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment,
- submission to or rejection of such conduct by an individual is used as the basis for employment decision affecting such individual, or
- such conduct has the purpose or effect of substantially interfering with an individual’s work performance or creating an intimidating hostile, or offensive work environment.”

The previous article discussed *quid pro quo* harassment. This article will cover what is commonly referred to as *hostile work environment* harassment. When inappropriate behavior of a sexual nature makes an individual so uncomfortable that it adversely affects or interferes with his or her work performance, the work environment, and/or psychological well-being, the harasser has created a *hostile work environment* for that individual and potentially for others. Under the law, the sexual behavior must be “severe or pervasive,” meaning a single highly egregious offense (severe) or frequent occurrences (pervasive) in order to be considered a *hostile work environment*.

As you may expect, *hostile work environment* harassment is a violation of the County Policy of Equity (CPOE). However, conduct of a sexual nature which is not considered “severe or pervasive” may also violate the CPOE. The purpose of the policy is to protect the dignity and professionalism of the workplace and to address inappropriate conduct of a sexual nature *before* it becomes “severe or pervasive” enough to violate the law and expose the County and the alleged harasser to legal liability.

For example, a one-time incident of inappropriate conduct of a sexual nature, such as glaring, leering, unwelcome touching, sexually suggestive pictures, casual flirting or asking for a date, and sexually based jokes or comments may be enough to violate the CPOE.

The individual being subjected to or engaging in the inappropriate sexual conduct can be a woman or a man, someone of the same sex, in a supervisor/subordinate relationship, a supervisor from another unit or Department, co-workers, vendors/contractors, and non-employees (clients, program participants, customers).

The best tool to address sexual harassment and prevent a *hostile work environment* would be to ensure your chain-of-command is made aware of the conduct, so they can immediately address the matter and report it through the appropriate administrative process. Other valuable tools employees, supervisors, and managers use to prevent or stop inappropriate behavior of a sexual nature that could lead to a *hostile work environment*, are as follows:

- Being aware of applicable policies, such as the CPOE
- Ongoing training of all levels of staff - CPOE, Sexual Harassment Prevention
- Supervisory monitoring of the workplace
- Communicating acceptable and unacceptable workplace conduct
- Knowing the CPOE complaint process and your rights
- Taking immediate and appropriate action



All County employees should know that creating a *hostile work environment* due to conduct of a sexual nature will not be tolerated. Any employee who feels they are subjected to a *hostile work environment* due to the sexual misconduct of another individual should contact the Board of Supervisors’ County Intake Specialist Unit at (213) 974-9868.

Complaints requiring investigation are referred to the Department of Human Resources’ (DHR) County Equity Investigations Unit. For further information, please refer to the [County Policy of Equity](https://ceop.bos.lacounty.gov), the County Equity Oversight Panel website, <https://ceop.bos.lacounty.gov>, and the DHR website, <http://employee.hr.lacounty.gov/>.

Retirees

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

50+ Years

HEALTH SERVICES: John E. Thompson

PROBATION: Eddie R. Johnson

45+ Years

BOARD OF SUPERVISORS: Anna M. Duran

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PROBATION: Frank U. Berumen, Jack R. Williams

PUBLIC SOCIAL SERVICES: Yolanda G. Chavez, Vernice V. Foster

SHERIFF: Ingrid Monfils

40+ Years

ASSESSOR: Dave K. Hui

AUDITOR-CONTROLLER: Mamie Moncrief, Iscah Y. Wang

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PUBLIC WORKS: Cleve Jackson, Jose A. Martinez, Paul Melillo

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SUPERIOR COURT: Pamela J. Bisson, Mary Lou Gonzalez, Shelia M. Solomon

35+ Years

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ASSESSOR: Corazon G. Viado

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CHILDREN & FAMILY SERVICES: Sharon L. Gudino, Leathia Heggins

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30+ Years

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SUPERIOR COURT: Jacqueline D. Harrington, Gailyn Spence
TREASURER AND TAX COLLECTOR: Myriam C. Ledesma, Nicanor G. Reyes

25+ Years

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CHILD SUPPORT SERVICES: Carol A. Sloan
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PUBLIC HEALTH: Antoinette C. Hunter, Orlando L. Mangahis, Carmen T. Martel, June A. Park, Segundo W. Salas
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Share Your Heart Share Your Home

Become a Foster/Adoptive Parent Dept. of Children and Family Services

“I just want someone who will stay in my life so I won’t have to worry about another goodbye.”

-Author Unknown

To be a teen in foster care is especially hard. Some of our teens have literally grown up in the foster care system and have to deal with ever present uncertainty; the uncertainty that comes with moving homes and placements regularly, adapting to changing schools, and changing friends. It is hard to plant roots and feel secure when your world is continually changing. Couple that with their abuse and neglect experiences that led them to foster care, we can only begin to imagine how hard it would be to be a teen in foster care. Time and again though we meet teens, who despite their struggles and losses, never give up hope at someday belonging to a family that will stay.

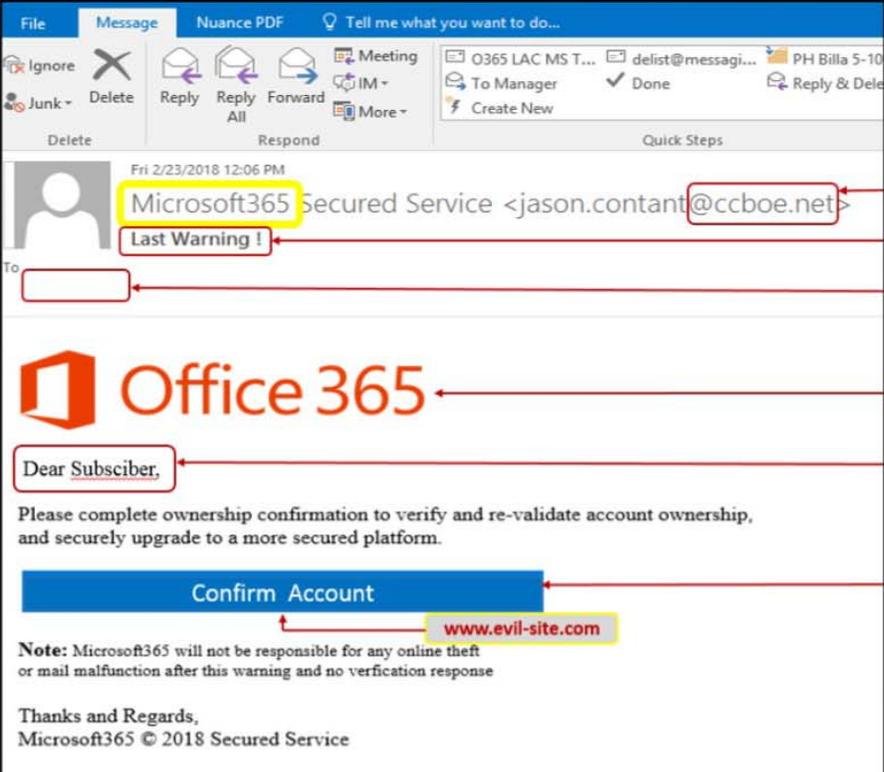


Meet Michael, 13, who said it best when he described his ideal family. The first thing he said was “I just want a family that will stay forever and who never gives up on me.” Michael was clear about wanting to be adopted and clear about what his dream family looked like. One of Michael’s best qualities is his wry sense of humor. He loves to joke and has mastered the art of sarcasm. Not everyone gets this humor, but he hopes to find a family that will embrace his unique humor and laugh along with him. Michael readily shares his smile with everyone he meets and is affectionate, engaging, and charming. Michael loves being outdoors and to play sports; basketball is his favorite. If you put a basketball in his hands, he will happily entertain himself for hours. He would love to play basketball on a team someday. He enjoys being out and about, trying new things, going to new places, and meeting new people. He would love a family to experience these things with him in life. Could you be the family Michael hopes to have someday? And above all, will you stay?

Countywide Information Security Program

How to Identify a Phishing Email

Today's Phishing email are so polished and well-designed, it can be challenging to differentiate them from legitimate ones. County employees are often the target of attempts to gain login credentials through phishing scams that may claim to be coming from the County or a trusted vendor like the example below.



Phishing Email Warning Signs

- The email domain is unrelated to the supposed sender
- Urgency
- Name is blank/missing
- It's easy for cyber-criminals to steal an official logo
- Generic non-personalized greeting with typo
- Hyperlink: Hover to discover and lookout for deceptive links
- If you are not sure, report it to your help desk or the DISO

- ◆ Look closely at the sender's email address. If the message is from the County or about your Mailbox, the sender address should read @lacounty.gov
- ◆ If you are not sure about the email message:
 - ⇒ Never click on links or buttons in such messages
 - ⇒ Never open or download their attachment
 - ⇒ Contact your help desk or the Departmental Information Security Officer (DISO)

Report IT Security Incidents to the Countywide Information Security Hotline: (562)940-3335

Or, go online to the Enterprise Service Management Self-Serve portal: <http://myselfservice.lacounty.gov>