



**SACHI A. HAMAI**  
EXECUTIVE OFFICER

# COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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MEMBERS OF THE BOARD

GLORIA MOLINA  
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October 14, 2009

TO: William T Fujioka  
Chief Executive Officer

Robert Kalunian  
Acting County Counsel

John F. Schunhoff, Ph.D.  
Interim Director of Health Services

FROM: Sachi A. Hamai  
Executive Officer

SUBJECT: CORRECTIVE ACTION PLANS

This is to inform you that during Closed Session on September 29, 2009, at the request of Supervisor Molina I was asked to notify each of your departments that effective immediately, all future settlement matters must include the following:

- The Chief Executive Officer Risk Manager Inspector General is required to sign off on all Corrective Action Plans before they are submitted to the Board of Supervisors for approval.
- The Department of Health Services is required to actively track whether any employee involved in a settlement or lawsuit has a prior disciplinary history, including counseling, and that the specifics of that disciplinary history be included in all future Claims Board Memorandum.
- County Counsel is responsible for adhering to their commitment to ensure that all future Claims Board Memorandum include all relevant facts whether or not they are related to the reason for settlement.

In addition, the Department of Health Services is responsible for ensuring safeguards are in place to prevent Dr. Stanley Klein from exceeding his maximum allowable hours of outside employment, and that adequate protections are in place to hold him accountable for the hours he is required to be on shift at Harbor/UCLA Medical Center. Lastly, please ensure that Dr. Klein is reported to the Medical Board following the Hurtado Settlement, and that a copy of the paperwork that is sent to the Medical Board is provided to Supervisor Molina as well as my office.

William T Fujioka, et al.  
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Please note that the above actions required relative to Dr. Klein, as well as all future settlement matters, will now be tracked in our Report Tracking System. Therefore, please ensure that my office is copied on all correspondence issued to Supervisor Molina and/or the Board of Supervisors, relative to Dr. Klein and all future settlement matters.

Thank you for your attention to this matter.

SAH:ag

c: Sheila Shima, Deputy Chief Executive Officer  
John Steritt, Chief Executive Office  
Risk Management Inspector General

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