

# REPORT OF THE CHIEF LEGISLATIVE ANALYST

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DATE: December 5, 2016

TO: Honorable Members of the Entertainment and Facilities Committee

FROM: Sharon M. Tso *ISL* Council File No: 07-1586-S2  
Chief Legislative Analyst Assignment No: 16-09-0785

SUBJECT: Update on Film Related Data Systems

## SUMMARY

On May 18, 2016, Council requested FilmL.A., Inc. (FilmLA), the Chief Legislative Analyst (CLA) and any other relevant City departments to provide quarterly reports to the Entertainment and Facilities Committee on the progress of linking FilmLA's Online Permitting System (OPS) with the City's film related information systems. The City's contract with FilmLA indicates that FilmLA should use best efforts, subject to available funding, to upgrade their OPS to interface with City film related information systems, such as the Recreation and Parks reservation system, the Los Angeles Department of Transportation's (LADOT) Traffic Event Assets Management System (TEAMS), and the Fire Department's film related system (C.F. 07-1586-S2).

This report provides an overview of the activities that FilmLA and the City departments have undertaken in order to accomplish the goal of having systems that interface. The report also outlines next steps to implementing efficiencies between OPS and the City's information systems.

## FilmLA – Upgrades to OPS

FilmLA hired a business systems analyst to assist with the upgrade of the OPS. In August 2016, FilmLA also contracted with a software development firm to develop two key OPS initiatives: the Recreation and Parks' Park Film Office Reservations module and the credit card payment feature. FilmLA will also use the development of these two initiatives to assess the contracted firm's ability to assist with the new build of OPS.

Additionally, prior to launching any new software development, FilmLA upgraded its primary OPS servers and implemented use of requirements software to ensure they were able to effectively access and monitor their software code and development status. The credit card payment feature will allow FilmLA to accept payments via credit card, which they are currently unable to do.

## **Next Steps**

- FilmLA to continue to work on the development of the credit card feature and the new Reservation module that will be implemented by January 2017.

## Recreation and Parks - Park Film Office Reservation System

The City Council requested FilmLA to assist the Park Film Office with improving their reservations process and system. Currently, the reservations process is paper-based, not managed online. FilmLA has been meeting with the Park Film Office staff to obtain information regarding the current workflow and the steps required to make reservations. This information will be utilized to refine and improve the reservations process and to ensure that the new Reservations module meets the needs of the Department and the Film Industry. In addition, FilmLA intends to work closely with the Park Film Office on the design and implementation of the module and they anticipate that the Reservations module will be in place by January 1, 2017. The Reservations module will allow the

Park Film Office to take reservations online and streamline their internal processes and FilmLA's permit process.

#### **Next Steps**

- FilmLA to continue discussions with the Park Film Office regarding the reservation module in order to implement it by January 2017.

#### **LADOT – TEAMS**

LADOT is currently upgrading TEAMS to create efficiencies in the process utilized to develop the temporary signs used during filming that notify the public about street closures or parking restrictions. The upgrade will also include a conflict detection system between TEAMS and the Bureau of Engineering's Public Way Reservation System. The TEAMS upgrade will potentially alleviate any conflicts between filming and construction projects that occur in the City's public right of way. DOT plans to beta test the upgrade to the system from October 2016 through December 2016 and anticipates that the upgraded system will go live in January 2017.

During the months of September and October, FilmLA will meet with DOT to discuss the TEAMS upgrade and how it will interface with OPS. DOT and FilmLA envision that the interface between OPS and TEAMS will allow FilmLA Permit Coordinators to access TEAMS directly through OPS, which eliminates the need for FilmLA staff to log-in to two separate systems creating efficiencies for FilmLA and the Film Industry. The timing to implement this interface is dependent on when FilmLA contracts with an OPS developer, which will likely occur sometime after they have established the Park Film Office Reservation module.

#### **Next Steps**

- DOT will beta test the upgraded TEAMS from October 2016 through December 2016 with a go live date in January 2017.
- DOT to begin discussions with FilmLA regarding the interface between the upgraded TEAMS and OPS.

#### **Los Angeles Fire Department (LAFD)**

LAFD supports the film industry by regulating pyrotechnic effects used in filming, assigning Uniformed Fire Safety Officer and Certified Fire Safety Officer personnel to filming locations, and administering Spot-Check inspections. LAFD is currently using an Access database to track any information they obtain related to filming. FilmLA indicated that allowing OPS to interface with LAFD's existing Access database would require a significant overhaul to LAFD's current database since it is outdated.

LAFD recently purchased a software application that is being reviewed to determine whether it meets the Department's needs with regard to their film permit management. LAFD also initiated discussions with a software developer who offered to provide the Department with a demonstration of a system they could potentially utilize for film permit management. FilmLA intends to continue to work with LAFD and any future software developers they may engage to determine how LAFD's system in the future can interface with OPS. As a result, LAFD information technology solutions will not be implemented until later in 2017.

#### **Next Steps**

- LAFD to complete review of the software application to determine its ability to address their existing needs and LAFD to engage the software developer to provide them with a demonstration.

**RECOMMENDATION**

That the Council Note and File this report.

**FISCAL IMPACT**

The recommendation has no immediate impact on the General Fund.



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