



Los Angeles City Ethics Commission

April 5, 2012

The Honorable City Council
c/o June Lagmay, City Clerk
200 North Spring Street
City Hall – 3rd Floor
Los Angeles CA 90012

Re: **Council File Number 12-0429**
Appointment of Alan J. Skobin to the Board of Fire Commissioners

FOR COUNCIL CONSIDERATION

Dear Councilmembers:

On March 21, 2012, the Mayor transmitted to the City Clerk a letter indicating his appointment of Mr. Alan J. Skobin to the Board of Fire Commissioners. The Ethics Commission received Mr. Skobin's pre-confirmation statement of economic interests (SEI) on April 2, 2012, and this letter is provided for your consideration as part of the confirmation process. A copy of this letter is also being provided to Mr. Skobin to help him avoid potential conflicts of interests that may arise in the course of his tenure as a member of the Board of Fire Commissioners.

Mr. Skobin reports on his SEI investments in Northridge Properties; Boeckmann Automotive, LLC; SAIL Holdings, LLC; Ford Motor Company; Dreams, Inc.; Martha Stewart Living Omnimedia, Inc.; and CNS Response. He also reports his ownership interest in Exact Television, a television show development company, where he is the Chief Executive Officer. In addition, Mr. Skobin reports salary income from Galpin Motors, Inc., where he is Vice President, General Counsel, and Director, and income from Open 4 Business Productions LLC #10, where he is a technical advisor. If a matter involving these interests comes before the Board of Fire Commissioners, Mr. Skobin should, before acting, seek the advice of the City Attorney regarding whether he should disqualify himself. We are unable to assess if or how frequently Mr. Skobin would be in a position of having to recuse himself.

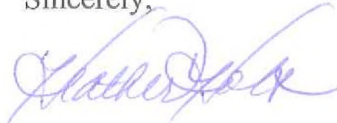
Interests disclosed on an SEI are not the only interests that can give rise to a conflict of interests. For example, state law may require recusal by a board or commission member due to certain business activities of the clients of that member's employer. Additionally, recusal may be required under City Charter § 222, which states that the City Attorney may provide a written opinion concerning the obligation of a City official to refrain from acting on a matter when it may violate state law or when action may not be in the public interest.

If a matter raises a potential conflict of interests, we encourage Mr. Skobin to seek the advice of the City Attorney before acting. If Mr. Skobin is required to disqualify himself from acting on a matter, Los Angeles Municipal Code § 49.5.6(J) and Executive Directive 2005-1 require him to file the enclosed Recusal Notification Form (CEC Form 51) with the Ethics Commission and the Mayor's office. If a board or commission member is disqualified from acting on three or more agenda items in a year because of a conflict caused by the same interest, the Ethics Commission is required by City Charter § 707 to review the conflict. If the Ethics Commission determines that the member has a significant and continuing conflict of interests, it must order divestment of the interest that is causing the conflict.

In addition to reviewing a nominee's SEI, the Ethics Commission also verifies that the nominee is a registered City voter. We have received a completed Residence Verification Form for Mr. Skobin, which affirms that he is registered to vote in the City.

If you have questions, please feel free to contact Ethics Program Manager Shannon Prior at (213) 978-1960.

Sincerely,



Heather Holt
Executive Director

Enclosure

cc: Mayor Antonio Villaraigosa
Mr. Alan J. Skobin