

ERIC GARCETTI
MAYOR

February 3, 2014

Honorable Members of the City Council
c/o City Clerk
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have appointed Ms. Tara Maxey to the Commission for Community and Family Services for the term ending June 30, 2014, and for the subsequent term ending June 30, 2018. Ms. Maxey will fill the vacancy created by Carrie Miller, whom I removed effective March 31, 2014 or at the time Ms. Miller's successor is confirmed by the City Council.

I certify that in my opinion Ms. Maxey is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink, appearing to read 'E. Garcetti', is written over the printed name.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Tara Maxey
Commission: Commission for Community and Family Services
End of Term: 6/30/2014

Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 1 - East Los Angeles
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** B.A., University of California Los Angeles
7. **Occupation/profession:** Owner/Operator/Pastry Chef of Heirloom LA
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Replacement
10. **Current composition of the commission (excluding appointee):**

| Name | APC | CD | Ethnicity | Gender | Appt date | Term ends |
|----------------------|--------------|----|------------------------|--------|-----------|-----------|
| Al-Mansour, Chancela | East LA | 14 | African American | F | 25-Sep-12 | 30-Jun-16 |
| Castillo, Carolina | East | 14 | Latina | F | 30-Jul-10 | 30-Jun-16 |
| Chan, Yvonne | North Valley | 12 | Asian Pacific Islander | F | 30-Jul-10 | 30-Jun-14 |
| Duardo, Debra | East LA | 14 | Latina | F | 22-Jun-11 | 30-Jun-14 |
| Garcia, Mary | South Valley | 2 | Latina | F | 08-Oct-10 | 30-Jun-16 |
| Hill, Peggy | Central | 4 | African American | F | 30-Jul-10 | 30-Jun-16 |
| Iglehart, Alfreda | Central | 10 | African American | F | 30-Jul-10 | 30-Jun-16 |
| Lara, Alicia | Central | 4 | Latina | F | 28-Sep-10 | 30-Jun-14 |
| Little, Marc T. | East | 14 | African American | M | 30-Jul-10 | 30-Jun-14 |
| Manigault, Michael | West LA | 5 | Caucasian | M | 22-Jun-11 | 30-Jun-14 |
| Miller, Carrie | Central | 4 | Caucasian | F | 30-Jul-10 | 30-Jun-14 |
| Pinto, Angela | South Valley | 2 | Other | F | 13-Aug-10 | 30-Jun-16 |
| Thomas, Fred | South LA | 8 | African American | M | 21-Feb-13 | 30-Jun-14 |
| Torres, Benjamin | East | 13 | Latino | M | 30-Jul-10 | 30-Jun-16 |
| Yaroslavsky, Barbara | Central | 5 | Caucasian | F | 30-Jul-10 | 30-Jun-14 |

TARA MAXEY

PERSONAL STATEMENT:

As an invested community member I would like to integrate my experience professionally and personally to help support a prosperous community, especially in impoverished areas.

WORK EXPERIENCE:

Heirloom LA 2009 - Present

Owner/Operator/Pastry Chef

Heirloom LA has experienced steady growth since it's start and has been acknowledged as LA's most prestigious catering company by The Wall Street Journal, LA Times, LA Magazine, Food & Wine Magazine, People Magazine, C Magazine, LA Weekly, Real Simple Magazine, and many others. In addition to handling weddings, film productions, drop-offs and general events, Heirloom LA operates a tasting room (the Salon), and an award winning food truck. Heirloom LA provides work experience opportunities for adults with severe disabilities and disadvantaged youth. Heirloom LA volunteers with several schools to promote and support edible school yards and outdoor cooking classes as well as conducts fundraisers to support these programs. Our future plans include targetting urban desert areas with programs such as these. Additionally Heirloom LA works closely with small, organic farmers and ranchers who humanely raise their livestock to provide exposure to food policy issues through interactive media and community events.

KPCC Regional Advisory Committee

Member 2012-Present

Southern California Public Radio strengthens the civic and cultural bonds that unite Southern California's diverse communities by providing the highest quality news and information service through radio.

Whittier Union High School District

Special Education Teacher 1996-1999

This Special Education Program incorporated full-inclusion where the regular education and special education teachers collaborated on lesson plans and adaptive implementation of those plans.

EDUCATION:

UCLA, BA Political Science

Cal State LA, Emergency Credentials, Special Education



ERIC GARCETTI
MAYOR

February 3, 2014

Ms. Tara Maxey

Dear Ms. Maxey:

I am pleased to inform you that I hereby appoint you to the Commission for Community and Family Services for the term ending June 30, 2014, and for the subsequent term ending June 30, 2018. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting City Hall. If you require parking during these procedures, please call Justin Gonzalez in my Office at (213) 922-9788 to make arrangements for you.

To begin the appointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **within one week** of receiving this letter. These documents are necessary to ensuring the most efficient, open and accountable City government possible. Further, Mayor's Office policy requires you to be fingerprinted as part of the background check that is done on all potential Commissioners. To do so, please bring this letter to the Background Unit of Employment Services Division, Personnel Department Building, 700 East Temple Street, Room 235, Los Angeles, California 90012. The division phone number is (213) 473-9343. Fingerprints must be taken **within three working days** from the **receipt** of this letter.

Under separate cover you will be receiving a packet from the City Ethics Commission containing information about the City's conflict of interest laws and a copy of the State Form 700/Statement of Economic Interests. You are required to complete and return this form **within 21 days** of your nomination to the City Ethics Commission, 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Shannon Prior at the Ethics Commission at (213) 978-1960.


Ms. Tara Maxey
February 3, 2014
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As part of the City Council confirmation process, you will need to meet with Gilbert Cedillo, your Councilmember, and Councilmember Mitch O'Farrell, the Chair of the Arts, Parks, Health, Aging and River Committee, to answer any questions they may have. You will be hearing from a City Council committee clerk who will let you know when your appointment will be considered by the Arts, Parks, Health, Aging and River Committee. Some time thereafter, you will be notified by the committee clerk when your appointment will be presented to the full City Council for confirmation. Once you are confirmed, you will be required to take the oath of office in the City Clerk's Office in Room 395 of City Hall. Cary Gross with the Mayor's staff will assist you during the confirmation process if you have questions.

Commissioners must be residents of the City of Los Angeles. If you move at any point during your term, have any changes in your telephone numbers, or in the future plan to resign (resignation must be put in writing), please contact my office immediately.

Congratulations and thank you for agreeing to serve the people of Los Angeles.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Garcetti". The signature is stylized and cursive.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Ms. Tara Maxey
February 3, 2014

Nominee Check List

I. Within three days:

- _____ **Get fingerprinted to complete a background check.**
No appointment is necessary. Bring the Mayor's letter to:
Background Unit of Employment Services Division, Personnel
Department Building, 700 East Temple Street, Room 235, Los Angeles,
California 90012. Phone: (213) 473-9343.

II. Within seven days:

Mail, fax or email the following forms to: Cary Gross, Office of the Mayor, Office of External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012 or fax: 213-978-9719 or email: cary.gross@lacity.org.

- _____ **Remuneration Form**
- _____ **Undated Separation Forms**
- _____ **Background Check Release**
- _____ **Information Sheet/Voluntary Statistics**

III. Within 21 days:

File the following forms with the City Ethics Commission. *If you are required to file, you will receive these forms in the mail from that office.*

- _____ **Statement of Economic Interest ("Form 700")**
IMPORTANT: The City Council will not consider your nomination until your completed form is reviewed by the Ethics Commission.
- _____ **Residence Verification Form**

IV. As soon as possible, the Mayor's Office will schedule a meeting with you and:

- _____ **Your City Councilmember Gilbert Cedillo** (contact at 213-473-7001).
- _____ **Councilmember Mitch O'Farrell, Chair of the Council Committee considering your nomination** (contact at 213-473-7013).

Staff in the Mayor's Office of External Affairs will assist you with these arrangements.