



ERIC GARCETTI
MAYOR

April 18, 2014

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Ben Pak to the Affordable Housing Commission for the term ending June 30, 2015. Mr. Pak will fill the vacancy created by Martin Lee, whom I removed effective May 31, 2014 or at the time Mr. Lee's successor is confirmed by the City Council.

I certify that in my opinion Mr. Pak is qualified for the work that will devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink that reads 'E. Garcetti'.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Ben Pak
Commission: Affordable Housing Commission
End of Term: 6/30/2015

Appointee Information

1. **Race/ethnicity:** Asian Pacific Islander
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 12 - North Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** B.A., University of California, Berkeley
7. **Occupation/profession:** Executive Director, Silverado Senior Living
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
Chavez, Mario	East	14	Latino	M	14-Aug-13	30-Jun-18
Epps, William Saxe	Central	9	African American	M	15-Aug-02	30-Jun-14
Hanuman, Shashi K	East	14	Asian Pacific Islander	F	26-Nov-12	30-Jun-17
Jacinto, Joel	West	11	Asian Pacific Islander	M	28-Feb-14	30-Jun-19
Lee, Martin V.	West	11	Asian Pacific Islander	M	13-Oct-09	30-Jun-15
Navarro, Pete	East	14	Latino	M	02-Dec-05	30-Jun-16
Sullivan, Bryan	South Valley	4	Caucasian	M	28-Feb-14	30-Jun-19

Benedict Pak

EXPERIENCE

**6/2012-Present Silverado Senior Living – At Home – Executive Director/Administrator
Los Angeles, CA**

- Overall responsibility for all of Los Angeles and Ventura County service for At Home Division.
- In charge of core management group in the daily operation.
- Talent acquisition for operational staff.
- Ensure quality assurance, financial management and regulatory compliance.
- Government and community liaison
- Area training leader for new team members.
- Recruit and train new marketing personnel.

**2/2009-6/2012 Sunrise Senior Living – Executive Director
San Marino, CA**

- Responsibilities included attracting, developing, and retaining top talent, supervising and training of a high quality team
- Ensure quality assurance, financial management and regulatory compliance.
- Responsible for overall Sales & Marketing process to ensure maximization of revenue
- Ensured compliance with local, state and federal regulations.
- Area training leader for new team members.

**4/2006-9/2008 United Harvest Foundation – Executive Director
Commerce, CA**

- Foundation spokesperson for city council for Bell Gardens, South Gate, Huntington Park, and Maywood providing public information about the Foundation's services and programs.
- Developed operational policies, programs and budgets for review and consideration to the Board. Worked with Finance Director to develop, monitor and evaluate the performance of the programs and staff.
- Supervised and assisted program directors including hiring, discharging, and interpreting and administering personnel policies.

**7/2001 – 4/2006 Vista Adult Day Healthcare Center – Administrator
Maywood, CA**

- Responsible for overall operation of fast paced start-up Adult Day Healthcare Center. First of it's kind in the southeast Los Angeles Area.
- Successfully developed and executed a marketing plan to become a profitable operation.
- Handled all aspects of financial management (budget, expense and payroll)

**1/1998 – 7/2001 Print Depot – Marketing/Sales Director
Los Angeles, CA**

- Developed, proposed and administered marketing budget. Produced over \$7 million in sales.
- Sales representative for local and national trade shows.
- Implemented and conducted all training for new sales associated.

1/1996 – 1/1998 Alcatel USA, Buyer II

Calabasas, CA

- Responsible for planning, sourcing, buying, expediting materials, components and equipment.
- Monitored open order report to ensure on time delivery of all purchase orders.
- Developed new supply sources for components, custom parts and contract services.
- Worked with Production and QA managers to perform ISO 9001 pre-audits and qualifications.

COMMUNITY ACTIVITIES

Los Angeles Police Department, Los Angeles, CA

Police Officer –Reserve

Valley Traffic Div. - Reserve Officer Speaker's Bureau

American Red Cross, East Los Angeles, CA

Volunteer Instructor

CPR and 1st Aid to community members and First Responders.

Lions International Club, Maywood, CA

Zone Chair, Past President, Board of Directors, and Member at large.

Rio Hondo Boys and Girls Club, Bell Gardens, CA

Member-Board of Directors

Club promotes Programs and services to enhance the development of boys and girls by instilling a sense of competence, usefulness, belonging and influence.

California Sunrise Foundation, East Los Angeles, CA

Board of Directors

Nutritional program benefiting underserved children.

Pacific American Volunteer Association (PAVA)

Director at large. Board of Directors

Environmental well being of community.

State Senator Kevin De Leon

Volunteer Korean Community Liaison

Cindy Montanez Election Campaign

Volunteer staff.

EDUCATION

1996 University of California Berkeley, Berkeley, CA

B.A. - Spanish Literature

2006 Abraham Lincoln Law School, Los Angeles, CA

1st. year Law Student

2008 LAPD Police Academy

Reserve Police Officer

LICENSES

- State of California RCFE Administrator Instructor
- Certified Instructor for American Red Cross
- Certified Instructor-PPO

SPECIAL SKILLS

- Fluent in Spanish and Korean



ERIC GARCETTI
MAYOR

April 18, 2014

Mr. Ben Pak

Dear Mr. Pak:

I am pleased to inform you that I hereby appoint you to the Affordable Housing Commission for the term ending June 30, 2015. 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.

As part of the City Council confirmation process, you will need to meet with Mitch Englander, your Councilmember, and Councilmember Gilbert Cedillo, the Chair of the Housing 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 Housing 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.

Mr. Ben Pak
April 18, 2014
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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 "E. Garcetti". The signature is stylized and written in a cursive-like font.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Mr. Ben Pak
January 28, 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. As soon as possible, the Mayor's Office will schedule a meeting with you and:

- Your City Councilmember Mitch Englander (contact at 213-473-7012).**
- Councilmember Gilbert Cedillo, Chair of the Council Committee considering your nomination (contact at 213-473-7001).**

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