



ERIC GARCETTI  
MAYOR

May 1, 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. Debra Baker to the Harbor Area Planning Commission for the term ending June 30, 2016. Ms. Baker will fill the vacancy created by Kandee Lewis, whom I removed effective June 30, 2014 or at the time Ms. Lewis' successor is confirmed by the City Council.

I certify that in my opinion Ms. Baker 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 that reads 'E. Garcetti'.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Debra Baker  
**Commission:** Harbor Area Planning Commission  
**End of Term:** 6/30/2016

### Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 15 - Harbor
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** A.A., Los Angeles Harbor Community College
7. **Occupation/profession:** Board Member, South Bay Workforce Investment Board, Trustee of various Construction Laborers Trust Funds
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
Castillo, Emma	Harbor	15	Latina	F	05-Nov-10	30-Jun-15
Harmatz, Mitchell	Harbor	15	Caucasian	M	19-Nov-13	30-Jun-14
Lewis, Kandee	Harbor	15	African American	F	13-Oct-10	30-Jun-16
Serrano, Jr., Hector	Harbor	15	Latino	M	09-Aug-13	30-Jun-18
Trigas, Phillip	Harbor	15	Caucasian	M	16-Jul-09	30-Jun-17

## Debra A. Baker

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**Objective** To share with the City of Los Angeles the skills, knowledge, experiences, and contacts that I have acquired over the years living, learning, and working in this great city.

### Skill Highlights

- Leadership/Communications
- Contract Negotiation, Implementation, Compliance
- Community Outreach/Involvement
- Business Operations/Budgeting
- Problem Solver

### Experiences/Accomplishments

- Board Member – South Bay Workforce Investment Board February 2011 - Present
- Trustee – Construction Laborers Health & Welfare Trust Fund for Southern California  
February 2007 - Present
- Trustee – Construction Laborers Training & Apprentice Trust Fund for Southern California  
February 2007 - Present  
Co-Chair Journey Worker Assessment Committee March 2012 - Present
- Trustee – Construction Laborers Pension Trust Fund for Southern California  
February 2007 - Present
- Member – International Foundation of Employee Benefits February 2007 - Present
- Delegate – Los Angeles/Orange Counties Building & Construction Trades Council  
November 2006 - Present
- Laborers Master Labor Agreement Negotiating Committee 2006, 2009, 2012
- Delegate – Southern California District Council of Laborers January 1995 - Present  
Seargant-At-Arms August 2008 - August 2012

### Professional Experience

- Laborers Local 802, Wilmington, CA February 1986 - Present
  - Business Manager/Secretary-Treasurer October 2006 - Present
  - President January 1995 - October 2006
  - Recording Secretary May 1991 - December 1994
  - Administrative Assistant/Organizer February 1986 - October 2006

### Education

- Los Angeles Harbor Community College, Associate of Liberal Arts Degree 1987
- Laborers International Union of North America Leadership 1, 2, 3 Series Graduate 2007
- Numerous Professional/Industry Certificate Courses



ERIC GARCETTI  
MAYOR

May 1, 2014

Ms. Debra Baker

Dear Ms. Baker:

I am pleased to inform you that I hereby appoint you to the Harbor Area Planning Commission for the term ending June 30, 2016. 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. Debra Baker  
May 1, 2014  
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As part of the City Council confirmation process, you will need to meet with Joe Buscaino, your Councilmember, and Councilmember Jose Huizar, the Chair of the Planning and Land Use Management 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 Planning and Land Use Management 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 "E. Garcetti". The signature is fluid and cursive, with a large initial "E" and a stylized "G" and "A".

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Ms. Debra Baker  
May 1, 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.
- \_\_\_\_\_ **CEC Form 60**

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

- \_\_\_\_\_ **Your City Councilmember Joe Buscaino** (contact at 213-473-7015).
- \_\_\_\_\_ **Councilmember Jose Huizar, Chair of the Council Committee considering your nomination** (contact at 213-473-7014).

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