



ERIC GARCETTI
MAYOR

January 27, 2020

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Rocío Gándara to the Police Permit Review Panel for the term ending June 30, 2020. Ms. Gándara will fill the vacancy created by Tammy Membreno, who has resigned.

I certify that in my opinion Ms. Gándara 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'.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Rocío Gándara
Commission: Police Permit Review Panel
End of Term: 6/30/2020

Appointee Information

- 1. Race/ethnicity:** Latina
- 2. Gender:** Female
- 3. Council district and neighborhood of residence:** 14 – East APC
- 4. Are you a registered voter?** Yes
- 5. Prior commission experience:**
- 6. Highest level of education completed:** M.A., University of California, San Diego
- 7. Occupation/profession:** Principal and Owner, RBG Consulting Group
- 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):**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Islam, Maruf	Central	10	Asian Pacific Islander	M	30-Jun-23
Kil, William O.	East	14	Asian Pacific Islander	M	30-Jun-19
Vasquez, Jennifer	Central	14	Latina	F	30-Jun-21
Duckett, Ryan	South	10	African-American	M	30-Jun-22
Lipa, Guy	West	5	Caucasian	M	30-Jun-22
Yeretsian, Lara	Central	4	Armenian	F	30-Jun-19

ROCÍO GÁNDARA

PROFESSIONAL EXPERIENCE

Principal and Owner, RBG Consulting Group

Los Angeles, CA. November 2019 – present

- Mission-driven and proven nonprofit and public service leader with over 20 years of successful management, programming, public affairs, and philanthropic experience, with a focus on helping low-income and Latino communities and women thrive
- Provide strategic and quality consulting services to nonprofit organizations and other clients in several areas, including nonprofit management; program development, implementation, and evaluation; community outreach and stakeholder engagement; coalition building; government and public affairs; and events management

Office of Mayor Eric Garcetti, City of Los Angeles

Los Angeles, CA. October 2015 – October 2019

Deputy Director, 2020 Census Initiative

- Assisted in designing, implementing, and managing a city-wide outreach educational campaign
- Successfully engaged various stakeholders to help launch the country's first Complete Count Committee

Executive Assistant to Mayor Eric Garcetti

- Served as a key point of contact between Mayor Garcetti and all staff, visitors, and constituents
- Helped manage Mayor Garcetti's officeholder account, including making, tracking, and reconciling expenses

Executive Director, Getty House Foundation

Los Angeles, CA. 2017

- Oversaw all operations and official events at Getty House, the official residence of the Mayor of Los Angeles
- Responsible for the day to day operations of the organization, including fiscal and staff management

Consultant, Alliance for a Better Community (ABC)

Los Angeles, CA. 2015

- Led executive search and recruited, screened, and managed candidates for ABC's Executive Director position
- Managed all of organization's internal operations, including organizational and fiscal management

Senior Project Manager, Urban Strategies, Inc.

Los Angeles, CA. 2008 – 2014

- Served as Director of the Pueblo del Sol Community Service Center, responsible for strategic vision; internal operations; facility; staff & fiscal management; programming & service providers; and community outreach
- Developed and tracked annual strategic Community Supportive Services plan (submitted to HACLA), and coordinated and managed the delivery of education, health, and other programs for families of Pueblo del Sol, a HOPE VI public housing development in Boyle Heights, and the surrounding low-income community
- Grew number of programs from 1 to over 60 offered over 6 years, through partner organizations and my own team, creating a thriving community hub and serving over 1500 unique children, youth, and adults in 2013
- Established partnerships with local, regional, and national nonprofit organizations to deliver programs at Pueblo del Sol, meeting regularly to ensure quality delivery and evaluation of programming
- Established and maintained successful strategic partnerships with community organizations, service providers, schools, corporations, elected officials, funders, foundations, and other key community stakeholders

Public Affairs Manager, Los Angeles Universal Preschool (LAUP)

Los Angeles, CA. 2007 – 2008

- Developed and managed strategic relationships with nonprofit organizations, corporations, associations, and other key stakeholders to further LAUP's mission and increase LAUP's visibility and leadership

- Co-organized and helped fundraise for LAUP's first annual Preschool Conference and Educational Expo
- Designed and managed LAUP's Vendor Discount Program for preschool providers, including developing Request For Proposals and establishing internal section committee and guidelines for selection process

Community Affairs Specialist, ALL Student Loan

Los Angeles, CA. 2006 – 2007

- Managed organization's charitable contributions and community engagement initiatives
- Developed and managed strategic partnerships with community organizations, schools, and colleges, providing college readiness and financial aid information and resources to thousands of high school students
- Designed, implemented, and managed organization's statewide loan forgiveness program for nursing students

Project Manager, The Riordan Foundation

Los Angeles, CA. 2005

- Responsible for the foundation's school-based grantmaking, including reviewing grant applications, conducting site visits, and making funding recommendations
- Managed portfolio of grantees and monitored the performance of school grants to ensure success
- Developed and maintained relationships with grantees, school, vendors, and other foundations
- Organized outreach events throughout Los Angeles County to promote foundation and grant opportunities

Outreach Manager, Congressional Hispanic Caucus Institute (CHCI)

Washington, DC. 2000 – 2004

- Developed and managed CHCI's annual outreach plan, strategies, and budget
- Responsible for nationwide outreach efforts to increase CHCI's visibility and recruit applicants for organization's congressional internship, public policy fellowship, and college scholarship programs
- Established and maintained relationships with schools, colleges, nonprofit organizations, members of the Congressional Hispanic Caucus, corporate sponsors, and other key stakeholders across the country
- Designed, implemented, and managed organization's inaugural \$500,000 scholarship program
- Wrote college readiness resource materials, including content for youth web site, and created the only *National Directory of Scholarships, Internships, and Fellowships for Latino Students*
- Managed youth development track at CHCI's annual policy issues conference

Office Services/Human Resources Clerk, Mexican American Legal Defense and Educational Fund (MALDEF)

Los Angeles, CA. 1999 – 2000

- Updated employee files and timesheets, and coordinated employee evaluations
- Assisted with front office procedures and supported other departments as needed

EDUCATION

University of California, San Diego

Master of Arts in Latin American Studies (ABD), 1997-1999

National Autonomous University of Mexico

Study Abroad, Fall 1998

Pomona College

Bachelor of Arts in International Relations, 1997

University of Salamanca (Spain)

Study Abroad, Spring 1996

PROFESSIONAL & COMMUNITY AFFILIATIONS

Member, Pomona College Alumni Board (July 2017 – present)

Founding Member, Latino Alumni of Pomona College (2004 – present)

Board Member (2010-2011) & President (2011-2012), Boyle Heights Neighborhood Council



ERIC GARCETTI
MAYOR

January 27, 2020

Dear Ms. Gándara:

I am pleased to inform you that I hereby appoint you to the Police Permit Review Panel for the term ending June 30, 2020. 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 Claudia Luna in my office at (213) 978-0621 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 Nicole Enriquez at the Ethics Commission at (213) 978-1960.

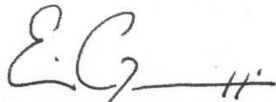
Ms. Rocío Gándara
January 27, 2020
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As part of the City Council confirmation process, you will need to meet with Jose Huizar, your Councilmember, and Councilmember Monica Rodriguez, the Chair of the Committee, to answer any questions they may have. You will be hearing from a City Council committee clerk who will let you know when your appointment will be considered by the Committee. Sometime 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. Claudia Luna 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. G.' followed by a horizontal line and a small flourish.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Ms. Rocío Gándara
January 27, 2020

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 or email the following forms to: Claudia Luna, Office of the Mayor, Office of
Legislative and External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA
90012 or email: Claudia.Luna@lacity.org.

- _____ **Remuneration Form**
_____ **Undated Separation Forms**
_____ **Background Check Release**
_____ **Commissioner 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 via email 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 Jose Huizar**
_____ **Councilmember Monica Rodriguez, Chair of the Council Committee
considering your nomination.**

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