



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 Mr. Oshin Harootonian to the North Valley Area Planning Commission for the term ending June 30, 2015. Mr. Harootonian will fill the vacancy created by Victor Sampson, whom I removed effective March 31, 2014 or at the time Mr. Sampson's successor is confirmed by the City Council.

I certify that in my opinion Mr. Harootonian 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, appearing to read 'E. Garcetti', written in a cursive style.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Oshin Harootonian  
**Commission:** North Valley Area Planning Commission  
**End of Term:** 6/30/2015

### Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 12 - North Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:** North Valley Area Planning Commission
6. **Highest level of education completed:** M.S., Civil Engineering, University of Southern California
7. **Occupation/profession:** President & CEO, Primex Chemical Laboratories, Inc.
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
Gonzalez, Filiberto	North Valley	12	Latino	M	09-Aug-13	30-Jun-18
Leyner, J. Richard	North Valley	12	Caucasian	M	16-Jan-07	30-Jun-14
Padilla, Veronica	North Valley	6	Latina	F	07-Apr-08	30-Jun-17
Sampson, Victor	North Valley	12	Caucasian	M	28-Sep-05	30-Jun-15
Vo-Ramirez, Quyem	North Valley	7	Asian Pacific Islander	F	30-Sep-11	30-Jun-16

# OSHIN HAROOTONIAN

## EXPERIENCE

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1996–present     Primex Clinical Laboratories, Inc     Van Nuys, CA  
*President & CEO*

- Founder of Primex Clinical Laboratories, Inc
- Day-to-day oversight of the Corporation
- Established an operation with five employees in 1996, the company has over 200 employees currently and operates Worldwide.

2011–2013     North Valley Area Planning Commission     Los Angeles, CA

- Appointed by Honorable Mayor Antonio Villaragosa as Commissioner

1994-1996     City of Beverly Hills     Beverly Hills, CA  
*Senior Plan Review Engineer*

- Reviewed building plans
- Issued permits for construction projects within city of Beverly Hills
- Represented the department on projects in City Planning Commission Hearing and City Council Hearings

1988-1994     City of Los Angeles     Los Angeles, CA  
Building & Safety Department  
*Plan Check Engineer*

- Reviewed building plans
- Issued permits for construction projects within city of Los Angeles
- Checked building plans for structural safety and compliance with city zoning requirements
- Established West Valley Permit Office during 1994 Northridge Earthquake to accommodate residents for all reconstruction permit needs

## LICENSE

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State of CA Registered Professional Civil Engineer     LIC # C-50186

## EDUCATION

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1992     University of Southern California     Los Angeles, CA  
M.S., Civil Engineering & Minor in Public Administration

1984     University of Southern California     Los Angeles, CA  
B.S., Civil Engineering

## VOLUNTEER EXPERIENCE

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2004-2008     Armenian General Athletic Union

- Member of the Executive Board as Treasurer

1992-2004     Armenian National Committee

- Board Member



ERIC GARCETTI  
MAYOR

February 3, 2014

Mr. Oshin Harootonian

Dear Mr. Harootonian:

I am pleased to inform you that I hereby appoint you to the North Valley Area Planning 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.

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.

Mr. Oshin Harootonian  
February 3, 2014  
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As part of the City Council confirmation process, you will need to meet with Mitch Englander, 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 stylized and written in a cursive-like font.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Mr. Oshin Harootonian  
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 Mitch Englander** (contact at 213-473-7012).  
\_\_\_\_\_ **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.