

ERIC GARCETTI

MAYOR

February 20, 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. Rhonda Hilyer to the Employee Relations Board for the term ending September 23, 2017. Ms. Hilyer will fill the vacancy created by Terri Tucker, who has resigned.

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

Sincerely,

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Rhonda Hilyer  
**Commission:** Employee Relations Board  
**End of Term:** 9/23/2017

### Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** Shoreline, WA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:** Washington State Convention and Trade Center Board, the Goodwill Games Board, Seattle Community Colleges Board of Trustees, King County Labor Council, King County DWI Commission, Cathedral Fellows in World Affairs, Seattle/King County Economic Development
6. **Highest level of education completed:** B.A., Philosophy, Washington State University
7. **Occupation/profession:** Founder and President, Agreement Dynamics, 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
Cameron, Christopher D.			Latino	M	07-Nov-11	23-Sep-16
Collins, Douglas			Caucasian	M	01-Oct-09	23-Sep-14
Lugo, Rosalinda			Latina	F	07-Nov-13	23-Sep-18
Miller, Anthony			Caucasian	M	04-Apr-11	23-Sep-15
Tucker-RESIGNED, Terri	West LA	5	Caucasian	F	22-Oct-12	23-Sep-17

## RHONDA HILYER BIO

Rhonda Hilyer, president and founder of Agreement Dynamics, is an international consultant with a reputation for helping convert traditional, conflict-based environments into productive, collaborative ones. Her training programs and books on conflict resolution, negotiation, effective communication, and on change processes offer powerful new insights into solving difficult problems. Her client list is extensive and diverse, with a wide variety of local, state, national, and international public and private sector groups.

Ms. Hilyer's RESOLVE program is a proven method for making collaborative processes actually work in employment, labor and human resources disputes. Unlike other collaborative or interest-based approaches, RESOLVE provides tools for reaching agreements and building good relations. Her collaborative facilitation efforts have been successful in resolving workplace conflicts, in reaching natural resource agreements, in complex and multi-party negotiations, and in a myriad of group decision-making settings (client list attached).

Ms. Hilyer's book, *Success Signals*, is a powerful tool for enhancing communication and persuasion skills in both personal and professional arenas. Her workshop on Success Signals is aired on public television and is also extremely popular at national conferences of elected officials, CEOs, and trade organizations.

Prior to founding Agreement Dynamics, Rhonda Hilyer served 20 years as a local, national, and international labor leader, negotiator, and trainer. She rose quickly through the ranks by earning the respect of union members and employers alike. In 1986, following the sharp decline and near collapse of a Seattle labor organization, Rhonda restored morale and coached the 8,000-members through a sweeping cultural change. Her strong focus on vision building, goal setting, values clarification/commitment, and strategic planning resulted in increased membership and economic solvency.

A civic-minded citizen, Rhonda Hilyer has served on numerous boards and commissions, including the Washington State Convention and Trade Center Board, the Goodwill Games Board, Seattle Community Colleges Board of Trustees, King County Labor Council, King County DWI Commission, Cathedral Fellows in World Affairs, Seattle/King County Economic Development Council, Governor's Tourism Development Council, Governor's Emergency Economic Development and Job Creation Commission, Seattle/King County Convention and Visitors Bureau Board, Washington State Labor Council, Seattle Center Advisory Commission.

## Consultant Trainer Facilitator Speaker

### Specializing in:

- Conflict Resolution
- Communication
- Negotiations
- Team Building
- Change Processes
- Agreement Facilitation
- Collaborative Processes
- Labor-Management  
Relations
- Leadership  
Development



## RHONDA HILYER BIO - Page 2

### EMPLOYMENT

- 1991-present Founder and President of Agreement Dynamics, Inc.
- 1990-1991 Vice President - Pacific Institute's Conflict Conversion Initiative
- 1986-1990 President, H.E.R.E. #8 (Hotel Employees and Restaurant Employees International Union)
- 1981-1986 International Vice President of H.E.R.E. International Union
- Secretary-Treasurer of the Food & Allied Service Trades Dept. of AFL-CIO
- 1979-1981 Secretary-Treasurer Local 8, Elected President of Washington State Culinary Council
- Appointed State Organizer of Hotel Employees and Restaurant Employees International
- 1976-1979 Business Agent, Hotel, Motel, Restaurant Employees/Bartenders Union, Locals 8 and 596
- 1973-1976 Organizer for Seattle Local Joint Executive Board
- 1968-1973 Food Server and General Restaurant Worker

### EDUCATION

- 1973-1980 Graduate courses - University of Washington  
Labor History and Law courses - Shoreline Community College  
Organizing Program at George Meany Center for Labor Studies; Silver Springs, MD
- 1972 B.A. in Philosophy with Highest Honors; Washington State University; Pullman, WA

*REFERENCES AVAILABLE UPON REQUEST*

*FOR MORE INFORMATION 1-800-97-AGREE*



ERIC GARCETTI  
MAYOR

February 20, 2014

Ms. Rhonda Hilyer

Dear Ms. Hilyer:

I am pleased to inform you that I hereby appoint you to the Employee Relations Board for the term ending September 23, 2017. In order to complete the process as quickly as possible, there are several steps that must be taken, many of which require visiting Los Angeles 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 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.

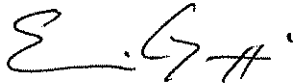
Via email you will be receiving a packet from the City Ethics Commission containing information about the City's conflict of interest laws and a copy of the State Form 700/Statement of Economic Interests. You are required to complete and return this form **within 21 days** of your nomination to the City 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. Rhonda Hilyer  
February 20, 2014  
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As part of the City Council confirmation process, you will need to meet with Councilmember Paul Koretz, the Chair of the Personnel and Animal Welfare Committee, to answer any questions he 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 Personnel and Animal Welfare 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 my staff will assist you during the confirmation process if you have questions.

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  
Ms. Rhonda Hilyer  
February 20, 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.

\_\_\_\_\_ **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:**

\_\_\_\_\_ **Councilmember Paul Koretz, Chair of the Council Committee  
considering your nomination (contact at 213-473-7005).**

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