

ERIC GARCETTI
MAYOR

June 6, 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. Irene Tovar to the Human Relations Commission for the term ending June 30, 2018. Ms. Tovar will fill the vacancy created by Paule Cruz Takash, whose term expires June 30, 2014.

I certify that in my opinion Ms. Tovar 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', is written over the printed name.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Irene Tovar
Commission: Human Relations Commission
End of Term: 6/30/2018

Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 7 - North Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** B.A., California State University, Northridge
7. **Occupation/profession:** CEO, Latin American Civic Association
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	Terms end
Agrama, Jehan F.	Central	4	Other	F	17-Jul-06	30-Jun-14
Boorstin, Leni I.	South Valley	2	Caucasian	F	27-Jul-98	30-Jun-14
Cruz Takash, Paule - REMOVED	West	11	Latina	F	22-Feb-06	30-Jun-14
Dela Cruz-Viesca, Melany	South Valley	4	Asian Pacific Islander	F	29-Oct-08	30-Jun-16
Delahoussaye, Yasmin	North Valley	12	African American	F	22-Dec-06	30-Jun-16
Fernandez, Evelina	Central	14	Latina	F	11-Aug-06	30-Jun-16
Furumoto, Li'i Isoko - EXPIRED TERM	North Valley	7	Other	F	16-Dec-11	30-Jun-12
Haggins, Kristen M	Central	5	African American	F	25-Sep-12	30-Jun-16
Herr, James	East LA	13	Asian Pacific Islander	M	03-Mar-14	30-Jun-16
Khalsa, Nirinjan S.	West	5	Other	M	06-Aug-04	30-Jun-16
Rohman, Keith	East	14	Caucasian	M	01-Jul-06	30-Jun-14

IRENE TOVAR

EDUCATION

- California State University at Northridge, Master in Public Administration (earned 9 units) in progress
- California State University, Northridge, Bachelor of Arts, 1969
- Los Angeles Valley College, Association of Arts, 1960

EMPLOYMENT

- CEO, Latin American Civic Association, April 1993-present
- Member, Public Employment Relation Board, January 1981-1985
- President and Vice-President, State Personnel Board, January 1974-1979
- Special Assistant to Governor Edmund G. Brown, Jr., 1978-1981
- California State University at Northridge Community Coordinator, 1968-1971

CIVIC INVOLVEMENT

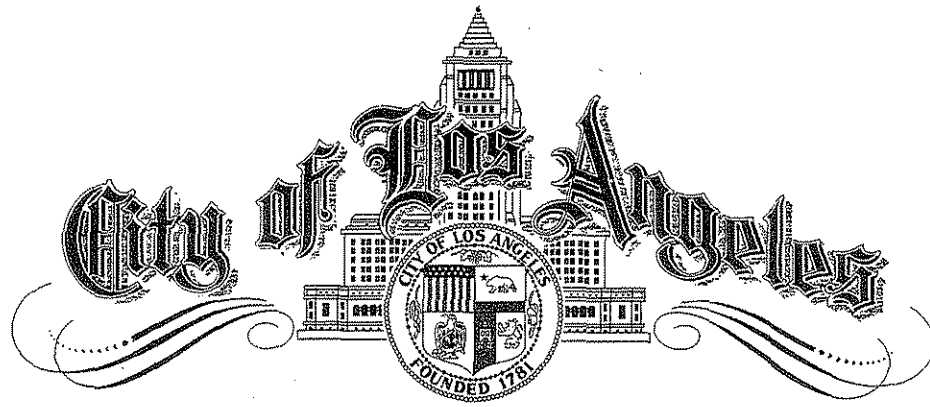
- Member, Los Angeles Mission College Community Advisory Council, 1976-present
- President, California State University of Northridge Alumni Association, 2002-2004; member 2002-present
- Chair, Los Angeles City Proposition Q Citizens Oversight Committee for Public Safety; member 2002-present
- Member, Comision Femenil of San Fernando Valley Chapter, 1998-present
- California Democratic Party Delegate for AB 39, 2013
- Member, three Los Angeles Mission College President Selection Committees and one for California State University, Northridge 2012-2013
- California State University, Northridge Enrollment Management Advisory Group, 2009-2011
- Chair, Los Angeles Mission College Prop A Citizens Oversight Committee, 2001-2004
- Past Commissioner, Los Angeles City Redistricting Commission, 2001-2002
- Past Member, Los Angeles Police Department Christopher Commission Reform Task Force, 1996-1998
- Past Member, Rebuild L.A. Board of Directors, 1992-1997
- Past Vice Chair, Pacoima Coordinating Council, 1992-1993
- Past member, Latino Advisory Committee to LAPD Chief Bernard Parks, 1992
- Past Board Member, United Way (NECAP Past Co-Chair, Human Services Committee), 1989-1992
- Past member, National Women Political Caucus, Valley Chapter, 1976-90
- Past President and Vice President, Los Angeles City Civil Service Commission, 1973-1976
- State of California Advisory Commission on Compensatory Education, 1968-1970
- Los Angeles County Human Relation Mexican American Education Committee, 1965-67
- President, Latin American Civic Association, 1965-1967
- Past member, Pacoima Enterprise Zone

AWARDS

- Los Angeles City Council Outstanding Woman Award, 2013
- "Community Service Award," Los Angeles Community College Board of Trustees, March 10, 2004
- "Adelante Eagle Award," June 23, 2001
- "Pioneer Women" Los Angeles City Council March 30, 2001
- Distinguished Alumni Award, California State University, Northridge, 2000
- Woman of the Year, Cornision Femenil, 1999
- KLVE 107.5 FM, KSCA 101.9 FM, and sister talk station 1020 AM Feria de la Mujer (Women's Fair) "Outstanding Latina of the Year" Award, February 14, 1999
- Los Angeles Times "Newsmaker for 1999"
- Woman of the Year – Los Angeles County Commission on the Status of Women, 1998
- The Cuauhtemoc Award, USC "El Centro Chicano," March 28, 1998
- California State University, Northridge School of Social and Behavioral Science, Alumna of the Year 1997, May, 1997
- Vista L.A., Channel 7, "Outstanding Latina," July, 1997
- Los Angeles County Department of Public Health, Dr. Ruth Temple Award, 1995
- Women of the Year Awards, 1977-1983
 - Hispanic Women Council
 - G.I. Forum
 - Latin American Civic Association (Women's Auxiliary)
- California Assembly Commendation, Community Service, 1981
- Congressional Commendation, Community Service, 1980
- Chicano Advocates for Fair Employment, Affirmative Action Award, 1980
- Los Angeles City Council President's Civic Award, 1979
- Mexican American Legal Defense and Education Fund, Employment Award, 1977
- Los Angeles City Employee Chicano Association Recognition Award, 1975
- I.M.A.G.E. - Employment and Affirmative Action Award, 1975

ACHIEVEMENTS

- Founder, Los Angeles Mission College
- Co-founder, Latin American Civic Association
- Founder, San Fernando Valley Neighborhood Legal Services
- Special Assistant to Governor - Assisted in the largest appointment of Chicanos and Chicanas to major State Boards and Commissions, including Justice Cruz Reynoso, the first Chicano to the California Supreme Court
- Creator and organizer of the First Governor's Chicana Issues Conference in 1980 with 2,000 Chicanas attending at University of Southern California
- Administered the federal Headstart program for 1400 low-income preschoolers, reorganized the program to meet the federal standards, removing it from "risk management." The California State Department of Education gave it the "Best Child Care Food Program of the Year, 2005.
- While President of CSUN Alumni Association, created "First Generation Scholarship."



ERIC GARCETTI
MAYOR

June 6, 2014

Ms. Irene Tovar

Dear Ms. Tovar:

I am pleased to inform you that I hereby appoint you to the Human Relations Commission for the term ending June 30, 2018. 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 Cary Gross 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 Shannon Prior at the Ethics Commission at (213) 978-1960.

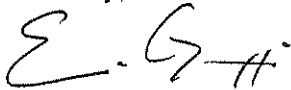
Ms. Irene Tovar
June 6, 2014
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As part of the City Council confirmation process, you will need to meet with Felipe Fuentes, your Councilmember, and Councilmember Gilbert Cedillo, the Chair of the Housing Committee, to answer any questions they may have. 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. 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 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
Ms. Irene Tovar
June 6, 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 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 Felipe Fuentes** (contact at 213-473-7007).
_____ **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.