



MITCHELL ENGLANDER
COUNCILMEMBER, 12TH DISTRICT
PRESIDENT PRO TEMPORE, LOS ANGELES CITY COUNCIL

September 23, 2014

Holly Wolcott
City Clerk
200 N. Spring Street, Room 360
Los Angeles, CA 90012

Dear Ms. Wolcott:

Please be advised that pursuant to Section 700 (b) of the City Charter, I hereby appoint Ms. Serena Oberstein to serve on the City Ethics Commission.

Please feel free to contact me if you have any questions.

Sincerely,

MITCHELL ENGLANDER
Los Angeles City Council President Pro Tempore
Councilmember, Twelfth District

Attachment

cc: Honorable Eric Garcetti, Mayor
Honorable Members of the City Council
Honorable Mike Feuer, City Attorney
Honorable Ron Galperin, City Controller
Sharon Tso, Chief Legislative Analyst
Heather Holt, Executive Director, Ethics Commission



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Relevant Work Experience

Bend the Arc: A Jewish Partnership for Justice

Regional Director, Southern California, June 2013-Present

- Create and implement annual Regional plan, infrastructure and protocols
- Cultivate local campaigns that are aligned with national work
- Manage all regional staff

Zine for LA City Controller, Los Angeles, CA

Finance Director, January 2012-May 2013

- Manage and implement all day-to-day campaign operations
- Design and facilitate all fundraising efforts
- Instrumental in developing campaign platform

J Street, Los Angeles, CA

Southwest Regional Director, June 2010-January 2012

- Built J Street presence throughout five Southwestern States
- Supervised and develop organization's 501c-3 operations
- Public persona of the organization in the Southwest

City of Los Angeles, Mayor, Los Angeles, CA

Policy Analyst, Performance Management Unit, August 2009-June 2010

- Conduct in depth analyses and reviews to make effective and efficient use of City resources
- Consult Mayor's Office high level staff and other City department heads to develop measurable goals
- Apply tangible objectives to broader policy goals

New York City Small Business Services, New York, NY

Language Access Intern, January 2009-May 2009

- Co-wrote the SBS Language Access Plan (published March 2009)
- Train SBS and partner staff on "Plain English Language" translation
- Coordinate all SBS and partner staff training for language access supports

CUNY School of Law, Queens, New York

Project Associate, NYU Advanced Project in Management and Public Policy, September 2008-May 2009

- Served on a 4-person team of NYU Wagner graduate candidates to evaluate the staffing impacts of Oracle's PeopleSoft implementation, a move to a new facility resulting in autonomy from partner school, and the addition of an evening program
- Designed and Administered three different surveys to CUNY Law Staff, partner school staff, and CUNY Central Administrators
- Conducted extensive research around the uses, benefits, obstacles, best practices in implementing an Enterprise Resource Planning system

Los Angeles Unified School District (LAUSD), Los Angeles, CA

Policy Intern, May 2008-August 2008

- Conducted research around English Language Learner Development policy and implementation in LAUSD.
- Prepared reports relating to charter schools and California (State) Education Policy

Partnership for Los Angeles Schools, Los Angeles, CA

Operations Intern, May 2008-August 2008

- Developed effective framework for schools surrounding violence prevention, emergency preparedness, and California compliance code.
- Formed partnerships with Los Angeles School Police, Los Angeles Police Department, and Los Angeles Fire Department
- Redefined and revised the role of School Police and campus aides in the assistance of pre- and post school violence

City of Los Angeles, Los Angeles, CA

Special Assistant to the Mayor, June 2006-June 2007

- Accompanied and assisted the Mayor for all public and private events, meetings, and press conferences
- Executed support functions, such as delegating tasks and correspondence with event staff to circumvent problems prior to Mayor's arrival
- Coordinated with scheduling staff to ensure that the Mayor's schedule is efficient and conducive to the Mayor's agenda
- Liaised between the Mayor, all other staff members, and community members

City of Los Angeles, Los Angeles, CA

Assistant to Deputy Chief of Staff for the Mayor of Los Angeles, July 2005-June 2006

- Managed day to day activity in the Deputy Chief of Staff's office
- Liaised between Mayor's office and Jewish Community
- Composed event briefings for the Mayor and Deputy Chief of Staff

Villaraigosa for Mayor, Los Angeles, CA

Office Manager, Campaign Fundraising team, February 2005-July 2005

- Formulated and implemented office procedure
- Supervised volunteers and phone-banking operations
- Managed the procedures of fundraising office wrap-up

EDUCATION

- **New York University**, New York
Robert F. Wagner School of Public Service
Master's in Public Administration Candidate, May 2009
Specialization: Public and Non-Profit Management and Policy
- **University of California, San Diego**, San Diego, CA
Bachelor of Arts in Political Science, 2002