



ERIC GARCETTI
MAYOR

October 29, 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. Ana Teresa Dahan to the City Ethics Commission for the term ending June 30, 2015. Ms. Dahan will fill the vacancy created by Paul Turner, who has resigned.

I certify that in my opinion Ms. Dahan 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 blue ink that reads 'E. Garcetti'.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Ana Teresa Dahan
Commission: City Ethics Commission
End of Term: 6/30/2015

Appointee Information

1. **Race/ethnicity:** Latina
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 14 - Central
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** J.D. Candidate, Loyola School of Law
7. **Occupation/profession:** Legal Clerk, NBC Universal Legal & Governmental Affairs
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	Authority	CD	Ethnicity	Gender	Appt date	Term end
Hochman, Nathan	City Attorney		Caucasian	M	12-Jul-11	30-Jun-16
Pak, Erin	Council President	5	API	F	30-Nov-12	30-Jun-17
Levinson, Jessica.	City Controller	8	Caucasian	F	11-Sep-13	30-Jun-18
Oberstein, Serena	Council Pro-Temp	4	Caucasian	F	23-Sep-14	30-Jun-19

ANA TERESA DAHAN

EDUCATION

LOYOLA LAW SCHOOL, LOS ANGELES

J.D. Candidate, May 2015

UNIVERSITY OF CALIFORNIA, LOS ANGELES

B.A. in Political Science, June 2004

EXPERIENCE

NBCUNIVERSAL LEGAL & GOVERNMENT AFFAIRS

LOS ANGELES, CA

Legal Clerk

June 2014- Present

- Review, analyze and respond to proposed and enacted legislation that impacts NBCU's business interests
- Assist with the reporting and legal compliance of NBCU political contributions and lobbying

VOTERIDERS

LOS ANGELES, CA

Legal Volunteer

March 2014

- Drafted North Carolina Voter ID questionnaire and advocate quick reference guide

GREEN DOT PUBLIC SCHOOLS

LOS ANGELES, CA

Legal Intern

June 2013-August 2013

- Researched and drafted legal memoranda on employment law and education policy
- Analyzed pending public school legislation with particular focus on charter school governance and funding

NURY MARTINEZ CAMPAIGN FOR LA CITY COUNCIL

LOS ANGELES, CA

Campaign Advisor

May 2013-August 2013

- Advised on campaign messaging and voter targeting strategy
- Led a precinct team responsible for door-to-door and phone electioneering
- Organized fundraising efforts which yielded over \$15,000 in individual contributions

STUDENT FOCUSED SOLUTIONS, INC

LOS ANGELES, CA

Principal Strategist

August 2010-June 2012

- Developed political advocacy and engagement strategy
- Provided technical assistance on charter school authorization, funding, and facility development

LOS ANGELES UNIFIED SCHOOL DISTRICT

LOS ANGELES, CA

Special Assistant to Superintendent Ramon Cortines

November 2009-July 2010

- Managed the Public School Choice Resolution Advisory Vote which included supervising 30 election centers
- Negotiated and executed facility use agreements

Charter Planning Manager, Planning & Development Branch

January 2008-November 2009

- Managed a \$120 million Charter School Facilities Bond Program
- Implemented a legal settlement regarding compliance with Proposition 39, and the allocation of facilities

Assistant Field Deputy, Office of Board Member Mike Lansing

May 2000-September 2004

- Conducted research on education issues to inform the Board Member in policy making decisions
- Served as a liaison to constituent schools, parents, and community members

CALIFORNIA CHARTER SCHOOLS ASSOCIATION

LOS ANGELES, CA

Manager of School Development

September 2004-January 2008

- Launched a legal defense fund for California charter schools
- Implemented the High Quality Charter Grant Program, which provided over \$15 million in start-up funding to charter schools

ADDITIONAL INFORMATION

2006 Candidate for the Los Angeles Unified School District School Board, endorsed by the Los Angeles Times and Los Angeles Daily News

Language: Conversational Spanish



ERIC GARCETTI
MAYOR

October 29, 2014

Ms. Ana Teresa Dahan

Dear Ms. Dahan:

I am pleased to inform you that I hereby appoint you to the City Ethics 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 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.



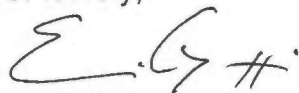
Ms. Ana Teresa Dahan
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As part of the City Council confirmation process, you will need to meet with Jose Huizar, your Councilmember, and Councilmember Herb Wesson, the Chair of the Rules, Elections and Intergovernmental Relations Committee, to answer 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 Rules, Elections and Intergovernmental Relations 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. 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", with a stylized flourish at the end.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Ms. Ana Teresa Dahan
October 29, 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**
- 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** (contact at (213) 473-7014).
- Councilmember Herb Wesson, Chair of the Council Committee considering your nomination** (contact at (213) 473-7010).

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