



KAREN BASS
MAYOR

April 7, 2023

Honorable Members of the City Council
c/o City Clerk
City Hall, Room 395

Honorable Members:

Subject to your confirmation, I have appointed Mr. Randell Erving to the Board of Neighborhood Commissioners for the term ending June 30, 2026. Mr. Erving will fill the vacancy created by Josh Nadel, who withdrew from consideration.

I certify that in my opinion Mr. Erving 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 that reads 'Karen Bass'. The signature is written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Randell Erving
Commission: Board of Neighborhood Commissioners
End of Term: 6/30/2026

Appointee Information

1. **Race:** African American
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 5 - West LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** M.A., Elementary Education, Loyola Marymount University
7. **Occupation/profession:** Director of Student Life, The SEED School of Los Angeles County
8. **Experience(s) that qualifies person for appointment:** See attached resume/bio
9. **Purpose of this appointment:** Appointment
10. **Current composition of the commission (excluding appointee):**

Commissioner	APC	CD	Race	Gender	Term End
Atkinson, Joy	South LA	10	African American	F	6/30/2025
Darett-Quiroz, Margarita	East LA	1	Latinx	F	6/30/2026
VACANT	West LA				6/30/2026
Regalado, Ray	Harbor	15	Latinx	M	6/30/2024
Shaffer, Leonard	South Valley	3	Caucasian	M	6/30/2024
Valdivia, Jennifer	North Valley	12	Latinx	F	6/30/2027
Wehbe, Debbie	Central	4	Caucasian	F	6/30/2023

M. RANDELL ERVING, JR.

PROFESSIONAL EXPERIENCE

Director of Student Life

2022-Present

The SEED School of Los Angeles County

- Serve as Founding Director of Student Life helping to build and implement the SEED LA culture - establishing new routines and structures to prepare students for college completion and beyond
- Serve as a member of the Senior Leadership Team for the first public boarding school in California
- Provide overall programmatic leadership in the development, implementation, coordination, supervision, and assessment of the Student Life Program
- Manage and coach the Student Life Program team to maximize their effectiveness and performance
- Facilitate routine systematic analysis of student data, including but not limited to achievement, attendance, re-enrollment, disciplinary consequences, grade point average and health and wellness data
- Provide crisis intervention and support for disciplinary issues as necessary. Participate in disciplinary meetings, as needed
- Lead and manage ongoing efforts related to enrichment activities and authentic experiences that foster learning and personal growth for students
- Develop systems, policies, and procedures to ensure safety and effective operations of the Student Life Program
- Foster partnerships with external agencies to support and enhance the implementation of the SEED program model
- Use data to assess, improve and manage program initiatives, staff performance and student development

Director of Student & Staff Support Services

2020-2022

Director of Student Support Services

2017-2020

Interim Principal

2016 -2017

Dean of Culture & School Culture Specialist

2012 -2017

Pueblo Nuevo Education & Development Group

in support of Camino Nuevo Charter Academy

- Served as a consultant and partner to school teams in the collection and analysis of qualitative and quantitative data; help teams monitor and adjust actions plans to address identified needs and opportunities for growth
- Established new partnerships in line with the mission and vision for developing social emotional learning, and health education to support student and educator wellness
- Served as a thought partner in advancing diversity, equity, and justice initiatives and identifying strategies to address challenges at the school and network level
- Developed presentations, reports, and resources for leadership development meetings, retreats, and capacity building sessions to develop equitable and inclusive school communities
- Nurtured partnership with The Hawn Foundation bringing CASEL approved social emotional learning curriculum to CNCA and leading to the designation of multiple “Mind Up Schools”
- Develop effective data monitoring and response system to increase student attendance
- Guided and encourage the use and implementation of restorative practices across the network
- Served as a resource for the senior leadership team in fast paced environment providing strategic advisement

- Lead projects such as the student survey to elevate student voice such that 90% of students grades 3-12 participate in a bi-annual experience survey
- Authored training manuals, operation guides, student policy handbooks ensuring compliance with federal and state guidelines
- Created the scope and sequence for highly engaging training and professional development meetings and workshops for leadership network staff
- Assisted in the resolution of parent and community stakeholder concerns and complaints

Resident Director

2009-2011

Chapman University

- Managed student affairs, budget, operations, and staffing, for a 450 bed residential community of first-year students; directed the First Year Residential Education (FYRE) program for 900 students
- Hired, trained, and provided ongoing development for the Department of Housing and Residence Life staff to create dynamic living communities in alignment with department goals, academic foci, and student affairs best practices
- Created procedures and training for staff on check-in/out procedures, key management, health inspections, emergency drills, and billing procedures
- Collaborated across departments on the development of First Year Student Orientation and plenary sessions
- Influenced a rise in the average GPA of first year students from 3.47 to 3.55 through effective academic programming and collaboration with campus resources
- Designed, implemented, and assessed robust student programming based on student learning outcomes (SLO)
- Fairly adjudicated 200+ student conduct cases determining responsibility and sanctions
- Supervised high-level conduct cases; serve as an advisor for peer conduct boards for residential and Greek life
- Trained professional staff new to student conduct administration; co-chair student conduct assessment committee
- Co-developed the Chapman Leadership & First Year Leadership Academies
- Facilitated an affinity group for African American students on campus; served as liaison between students and campus professionals to highlight and address DEIB concerns

ELECTED LEADERSHIP

President, Palms Neighborhood Council

2021-Present

Vice-President, Palms Neighborhood Council

2019-2021

Community Based Org Representative, Palms NC

2018-2019

Empower Los Angeles, Council District 5

- Created and managed two successful campaigns to get slates of diverse, progressive candidates elected to represent the 44,000 residents of Palms LA as members of the Palms Neighborhood Council Board
- Collaborate with residents as an elected, non paid representative to advocate for their needs, enhance the quality of life in the neighborhood, and hold officials and departments accountable for responding to the community
- Identify, coach, and develop board members and community leaders; set ambitious board agendas and collaborate with board members and stakeholders on NC priorities

- Initiate and serve as Co-Chair of the Renter Support & Affordable Housing Advocacy Committee and the Racial and Social Justice Committee to advance DEI work within the neighborhood council
- Draft letters, motions, and community impact statements to uplift the voices of residents and elevate actions that can be taken by the LA City Council and other City leadership to invest equitably in communities and to address the dynamic needs of Angelenos
- Implement innovative outreach strategies and avenues to increase engagement with stakeholders
- Organize with neighboring council leaders and alliances to build power within the neighborhood council system
- Build relationships with LA City, County, and State elected and appointed officials in order to effect change and meet the needs of constituents
- Provide grants, mobilize volunteers, and organize resources to support neighborhood projects and initiatives
- Expand relationships with local nonprofits and businesses and identify opportunities to spotlight and partner
- Facilitate engaging meetings and retreats in accordance with the Brown Act and applicable City policies and procedures

EDUCATION

- **Master of Arts, Elementary Education**, Loyola Marymount University
- **Bachelor of Arts, Sociology** (minors in Philosophy, Psychology, and African American Studies) Marquette University

RELEVANT TRAINING & CREDENTIALS

- The Liberty Hill Commission & Board Training Program for Emerging Leaders 2022
- Cal State Los Angeles' Pat Brown Institute Civic University 101 non-credit certificate program in partnership with the Office of L.A. Mayor Garcetti 2019
- "Managing to Change the World" Training, The Management Center
- California Preliminary Administrative Services Tier I Credential, (CCTC)
- California Multiple Subject Clear Teaching Credential, (CCTC)

CONFERENCES & PROFESSIONAL DEVELOPMENT

- New Leaders Council Institute Fellowship 2021
- Leadership for Educational Equity Public Leaders Fellowship 2020
- Los Angeles Congress of Neighborhoods 2019
- Teach for America Marquette Alumni Board 2019
- National Charter Schools Conference presenter "How Can Alternative Discipline Practices Change Student Outcomes?" 2017
- The Official Blog of the US Department of Education contributor "*We Need to Talk About It: Supportive Environments are a Necessity for Quality Schooling*" 2016
- California Charter Schools Conference presenter "Less Carrots, More Sticks- How Reimagining Discipline Can Break the School-To-Prison Pipeline" 2016
- California Conference for Equity & Justice Conference Co-Sponsor "Keepin' it 100" 2015
- LAUSD & Teach For America's District Leadership Fellowship 2013
- School Leader Network Fellowship 2012-2013
- Western Association of College and University Housing Officers -Judicial Affairs and Student Conduct Committee Co-Chair 2010-2011



KAREN BASS
MAYOR

April 7, 2023

Dear Mr. Erving:

I am pleased to inform you that I hereby appoint you to the Board of Neighborhood Commissioners for the term ending June 30, 2026, subject to confirmation by the City Council. 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 contact my Commissions team by email at myr-commissions@lacity.org, to make arrangements for you.

To begin the appointment process, please review, sign, and return the enclosed Remuneration Form and Undated Separation Letters **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 all potential commissioners to be fingerprinted as part of the background check. The Commissions Team will assist in connecting you with the Personnel Background Unit so that you may schedule an appointment to have this done. You must schedule the appointment **within one week** of receiving this letter.

Should this apply to your Commission, 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 at 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the Ethics Commission by email at nicole.enriquez@lacity.org.

Mr. Randell Erving
April 7, 2023
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As part of the City Council confirmation process, meetings will be offered to Katy Yaroslavsky, your Councilmember, and Councilmember Eunisses Hernandez, the Chair of the Neighborhoods and Community Enrichment 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 Neighborhoods and Community Enrichment 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.

Per the City Charter, 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 that reads "Karen Bass". The signature is written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment I
Mr. Randell Erving
April 7, 2023

Nominee Check List

I. Within 7 days:

_____ Schedule an appointment to get fingerprinted to complete a background check. The Commissions team will assist in connecting you with the Personnel Background Unit.

_____ Email the completed forms, found on the last three pages of this letter, to: myr-commissions@lacity.org OR mail them to: Commissions Team, Office of the Mayor, City Hall – Room 303, 200 N. Spring Street, Los Angeles, CA 90012.

- Remuneration Form
- Undated Separation Letters

II. 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**

III. The Mayor’s Office will notify the below Councilmembers of your nomination, so that they may reach out to schedule a meeting with you should they wish.

_____ Your City Councilmember Katy Yaroslavsky

_____ Councilmember Eunisses Hernandez, Chair of the Council Committee considering your nomination