



KAREN BASS  
MAYOR

June 12, 2023

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Laura Raymond to the House LA Citizens Oversight Committee for the term ending June 30, 2024.

I certify that in my opinion Ms. Raymond is especially qualified by reason of training and experience for the work which shall devolve upon her, and that I make the appointment solely in the interest of the City.

Ms. Raymond will fill the vacancy created by the departure of Alfonso Directo.

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:** Laura Raymond  
**Commission:** House LA Citizens Oversight Committee  
**End of Term:** 6/30/2024

### Appointee Information

1. **Race:** Caucasian
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 13 - East LA
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** M.A., Service, Leadership, and Management, SIT Graduate Institute, Brattleboro, VT
7. **Occupation/profession:** Director, Alliance for Community Transit - Los Angeles (ACT-LA)
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):**

<b>Commissioner</b>	<b>APC</b>	<b>CD</b>	<b>Race</b>	<b>Gender</b>	<b>Term End</b>
Greenlee, Alan	South Valley	4	Caucasian	M	6/30/2026
Mendez-Lemus, Eida	South Valley	4	Latinx	F	6/30/2026
Lipa, Jacob	South Valley	4	Caucasian	M	6/30/2024
Sharma, Deepika	Central	4	API	F	6/30/2026
Martiniuk, Emily	North Valley	6	Caucasian, API, Latinx	F	6/30/2024
Diaz, Steve	South LA	8	Latinx	M	6/30/2025
Jeffery, Quaneshia	South LA	9	African American	F	6/30/2025
Reed, Leilani	West LA	11	African American	F	6/30/2025
Chen, Debbie	East LA	13	API	F	6/30/2025
Morales, Alma	Central	13	Latinx	F	6/30/2025
Cea, Charlie	Central	13	Latinx	M	6/30/2024
Coulter, Michelle	East LA	14	Latinx	F	6/30/2026
Sanchez, Antonio	East LA	14	Latinx	M	6/30/2026
VACANT					6/30/2024
VACANT					6/30/2026

## Experience

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### Director

Alliance for Community Transit – Los Angeles (ACT-LA), Los Angeles, CA (January 2015-present)

- Direct all aspects of a coalition of 43 community development, housing, and transit justice organizations
- Co-chaired United to House LA's successful *Yes on Measure ULA* campaign. This included leading the drafting and qualification of the measure, serving as spokesperson, and directing field and communications efforts.
- Led coalition in co-anchoring *Build Better LA*, a labor/community partnership that drafted and passed City of Los Angeles ballot ordinance Measure JJJ and defeated ballot ordinance Measure S. Measure JJJ has resulted in more affordable housing units than any other current program in the state of California.
- Led coalition efforts in winning and drafting an implementation plan for a first-of-its-kind *Transit Oriented Communities Policy* at LA Metro.
- Lead coalition in developing and launching multiple campaigns for transit justice in LA County, including reimagining safety on public transit.
- Coordinated the Healthy LA coalition which organized legislative solutions to economic crises caused by the COVID-19 pandemic; served on Coordinating Committee and chaired City Advocacy committee.
- Manage *Planning for Equity* outreach and training program to win equity measures in community plans.
- Engage LA organizations in a range of local and state legislation/ballot initiatives.
- Direct media strategies for coalition; provide interviews and information to media and engage in public debates and forums; manage team to produce talking points, advocacy letters and public materials; direct video and website production.
- Plan and facilitate member retreats and meetings, strategic planning and campaign planning processes
- Lead all coalition fundraising, budgeting, financial management and grant reporting.
- Co-coordinated the Sustainable, Prosperous and Resilient Communities Challenge - Los Angeles (SPARCC-LA) table, part of a national \$19 million initiative.

### Advocacy Program Manager

Center for Constitutional Rights (CCR), New York, NY (2008-2014)

- Developed and managed CCR's advocacy programs for a range of human and civil rights issues
- Developed and coordinated strategies with local, national and international partners and impacted communities, and represented CCR in national and international networks
- Lobbied decision makers; collaborated with legislative staffers on advocacy strategies, media appearances, information requests and briefings
- Pursued advocacy strategies and provided information and testimony to the United States Congress and to a wide range of international bodies including UN Commissions, UN Special Rapporteurs and the Inter-American Commission on Human Rights
- Planned and participated in advocacy strategy development and issue research with impacted communities and local human rights offices; planned and led delegations to South Africa, Haiti, Honduras and Geneva
- Worked closely with CCR legal teams on coordinating legal and advocacy strategies and provided input, contacts and background for human and civil rights litigation, FOIA requests and human rights complaints to international bodies

### Coordinator

National Lawyers Guild, International Committee, Virtual (2007)

- Coordinated the international human rights work of a team of volunteer lawyers and law students
- Wrote reports and press releases, planned retreats and panels, and managed membership

## **National Student Organizer**

National Lawyers Guild (NLG), National Office, New York, NY (2003-2006)

- Principal staff person responsible for the growth and programmatic work of over 100 NLG law student chapters; increased student membership by 35% and doubled student attendance at national conventions including through co-founded a student of color travel scholarship program
- Led NLG student campaigns including a nationwide election monitoring project for the 2004 elections
- Worked within a team to organize national conventions and regional conferences
- Coordinated legal observers for mass demonstrations including for 600 volunteers for 2004 RNC protests

## **Education**

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### **Master of Arts in Service, Leadership, and Management**

SIT Graduate Institute, Brattleboro, VT (2010)

*Coursework included: Policy Advocacy, International Policy and Citizen Advocacy, Training Design for Experiential Learning, Training for Social Action, Social Entrepreneurship, Marketing, Organizational Management, Program Planning and Project Design, Organizational Behavior I & II, Financial Management*

### **Bachelor of Arts in Community Studies**

University of California, Santa Cruz, CA (2001)

## **Selected Presentations, Briefings and Lectures**

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Guest Lecturer, Harvard Graduate School of Design Seminar, March 2020

Guest Lecturer, UCSD Leadership Studies Graduate Seminar, April 2019

Panelist, CA Senate Transportation and Housing Committee Informational Hearing, November 2019

Guest Lecturer, UCLA Community Scholars Seminar, May 2018

Panelist, Rent Burden Crisis, Los Angeles City Council Housing Committee, April 2018

Guest Lecturer, Policy Advocacy Graduate Seminar, UCSD, April 2018

Debater, AirTalk Debate on Measures S and H. Southern California Public Radio, March 1, 2017

Panelist, U.S. Congressional briefing on Health Impacts of the Iraq War, March 2014

## **Activities**

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Chair, United to House LA, 2022

Coordinating Committee and City Advocacy Chair, Healthy LA, 2020-2021

Fellow, Social Venture Partners-Los Angeles, 2019-present

Member, Los Angeles Housing Element Task Force, 2019-present

Member, LA Metro Transit Oriented Communities Working Group, 2018-2021

Member, LA Metro Joint Development Task Force, 2020-2021

Steering Committee, Coalition for a Just LA, 2017-2021

Human Rights Delegation Leader, Honduras, National Lawyers Guild, 2013

Shop Steward, NOLSW/UAW Local 2320, Center for Constitutional Rights, 2011-2012

Participant, Rockwood Leadership Institute, Art of Leadership Training, 2011

Elected Board Member, National Lawyers Guild, 2009-2011

Outreach Paralegal Volunteer, Centro de los Derechos del Migrante, Zacatecas, Mexico, 2006

Researcher, Centro de Análisis Político e Investigaciones Sociales y Económicas, Chiapas, Mexico, 2002-2003

**Language:** Spanish proficiency



KAREN BASS  
MAYOR

June 12, 2023

Dear Ms. Raymond:

I am pleased to inform you that I hereby appoint you to the House LA Citizens Oversight Committee for the term ending June 30, 2024, subject to confirmation by the City Council.

To begin the appointment process, please review, sign, and return the enclosed Remuneration Form and undated Letters of Separation **within one week** of receiving this letter. These documents are necessary to ensure the most efficient, open, and accountable city government possible.

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 Personnel's 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 via the California Fair Political Practices Commission's eDisclosure website, or by mailing the forms to City Hall at 200 N. Spring Street, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the City Ethics Commission by email at [nicole.enriquez@lacity.org](mailto:nicole.enriquez@lacity.org).

As part of the appointment process, Hugo Soto-Martinez, your Councilmember, and Councilmember Nithya Raman, the Chair of the Housing and Homelessness Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Ms. Laura Raymond  
June 12, 2023  
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Additionally, you will be required to attend public meetings at City Hall where your appointment will be considered. You will be hearing from our office and a City Council Clerk who will let you know when your appointment will be considered by the Housing and Homelessness Committee. Sometime thereafter, you will be notified of the date when your appointment will be presented to the full City Council. Before you may begin serving, you will be required to take the Oath of Office in the City Clerk's Office located in Room 395 of City Hall. If you require parking for these meetings, please contact my Commissions team by email at [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org).

Per the City Charter, most commissioners must be registered voters of the City of Los Angeles, and must therefore reside within Los Angeles. If you move at any point during your term, or your contact information changes, please contact my Commissions team immediately at the email address listed below. While we hope that you complete a successful term, if for some reason you intend to resign, please do so in writing to my Commissions team at [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org).

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 fluid and cursive, with the first letters of each word being capitalized and prominent.

KAREN BASS  
Mayor

KB:tga

Attachment I  
Ms. Laura Raymond  
June 12, 2023

### Nominee Check List

#### I. Within 7 days:

- Email the below completed documents, found on the last three pages of this letter, to: [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org) OR mail them to:  
Office of the Mayor  
Attn: Commissions Team  
200 N. Spring Street, Room 303  
Los Angeles, CA 90012
  - Remuneration Form
  - Undated Separation Letters (2)
- Schedule an appointment to get fingerprinted to complete a background check. The Commissions team will assist in connecting you with the Personnel Background Unit.

#### 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 Hugo Soto-Martinez
- Councilmember Nithya Raman, Chair of the Council Committee considering your nomination

#### IV. Public Meetings at City Hall:

- Housing and Homelessness Committee Hearing
- Full Council Hearing