



KAREN BASS
MAYOR

March 21, 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. Brittany McKinley to the Human Relations Commission for the term ending June 30, 2026. Ms. McKinley will fill the vacancy created by Stacy Twilley, whom I removed effective May 5, 2023 or at the time Ms. Twilley's successor is confirmed by the City Council.

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

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Brittany McKinley
Commission: Human Relations Commission
End of Term: 6/30/2026

Appointee Information

1. **Race:** African American
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 11 - West LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** J.D., University of Chicago Law School
7. **Occupation/profession:** Corporate Associate, Blank Rome, LLP, Los Angeles
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):**

Brittany McKinley

PRIVATE PRACTICE EXPERIENCE

BLANK ROME, LLP, Los Angeles, CA

Corporate Associate

September 2022 -Present

Corporate. Represent financial institutions, private equity firms and strategic buyers on a wide range of corporate transactions. Represent multiple PE sponsors, firms, start-ups, professional service firms, family offices and middle-market and publicly traded companies and their investors in complex transactions including emerging growth and venture capital financings, joint ventures, corporate restructurings, corporate governance and mergers and acquisitions across a variety of industries including engineering, consulting and technologies. Act as "outside general counsel" to clients as the primary point of contact for legal needs, including the preparation and negotiation of an array of commercial contracts.

Pro Bono. Instruct black businesses on corporate governance; represent minority and small business owners in corporate transactions; assist minority and small business owners with their corporate governance; represent nonprofit housing organization in real estate transaction.

Firm Activities. Member of Black Affinity Group. Organize events and assist in firm recruiting and mentorship.

MORRISON & FOERSTER, LLP, Los Angeles, CA

Corporate Associate

August 2021-September 2022

Corporate. Represent financial institutions and private equity firms on a wide range of corporate transactions. Represent multiple PE sponsors and firms in complex transactions including venture financings and mergers and acquisitions across a variety of industries including engineering, architecture, and technologies. Conduct due diligence, draft due diligence memorandum, and ancillaries for aforementioned transactions.

Pro Bono. Represent refugees seeking asylum; represent nonprofit mental health organization in a merger transaction, assist formerly incarcerated women with reentry matters, instruct black businesses on corporate governance; and assist individuals in obtaining DACA renewals.

Firm Activities. Chair the Black Affinity Group and develop firm-wide programming for Black History Month. Organize events and assist in firm recruiting and mentorship.

KIRKLAND & ELLIS, LLP, New York, NY

Corporate Associate

2019 – July 2021; Summer 2018

Corporate. Represented financial institutions and private equity firms on a wide range of corporate transactions. Advised private equity firms and other private company clients on COVID-19 compliance. Represented multiple PE sponsors and firms in complex transactions including a reverse Morris trust, private placement of new shares, and mergers and acquisitions across a variety of industries including insurance, healthcare, and entertainment. Conducted due diligence and drafted due diligence memorandum for aforementioned transactions.

Pro Bono. Assisted refugees seeking asylum, including obtaining their employment authorization cards and green cards; assisted individuals seeking bankruptcy; represented client on an appeal for social security benefits; represented domestic violence survivors in obtaining orders of protection; assisted individuals in obtaining custody and child support in family law courts; and represented client seeking clemency.

HUMAN RIGHTS/POLITICAL EXPERIENCE

KAREN BASS FOR MAYOR, Los Angeles, CA

Campaign Super Volunteer, Site Coordinator, Precinct Captain

Summer- Fall 2022

Assisted in organizing and staffing Campaign events. Acted as one of the Site Coordinators and Canvassing Trainers for Mar Vista. Canvassed as a Precinct Captain in Marina Del Rey. Assisted in organizing and staffing phone banking at campaign headquarters.

THOMAS ALLISON FOR JUDGE, Los Angeles, CA

Campaign Volunteer

Summer 2022

Organized Campaign events and advised on Campaign strategy and outreach with potential voters.

LAUREN UNDERWOOD FOR CONGRESS, St. Charles, IL

Campaign Volunteer

Fall 2018

Researched and drafted articles for the Campaign's Press Division. Canvassed district engaging with potential voters on various policy issues of concern to the campaign and its constituents.

MANDEL LEGAL AID CLINIC, INTERNATIONAL HUMAN RIGHTS CLINIC, Chicago, IL

Clinic Intern

Summer 2017

Researched case law, international law and treatises, and drafted and edited reports for multiple projects including the Police Use of Force project with Amnesty International. Wrote, edited, and posted articles regarding current human rights issues in the *Huffington Post*.

MARYKNOLL OFFICE FOR GLOBAL CONCERNS, Washington, DC

U.S. Foreign Policy Sustainable Peace Intern

Summer 2014

Conducted research and wrote articles for online journal and for the National Religious Campaign Against Torture. Collaborated with Torture Abolition and Survivors Support Coalition to lead a delegation of torture survivors to Capitol Hill and to advocate for bills that supported the humane treatment of refugees.

BUSINESS EXPERIENCE

BEAUTIFUL DISCOURSE, Los Angeles, CA

Founder and Editor-in-Chief

February 2016 – March 2017

Supervised day-to-day operations of online sociopolitical magazine with staff of nine. Managed the magazine's budget, publication hires, and all external relations. Approved all articles and established article timelines, managed magazine's online presence, assessed story pitches, and supervised editing.

EDUCATION

THE UNIVERSITY OF CHICAGO LAW SCHOOL

J.D., 2019

Human Rights Law Society, Director of Programming

International Human Rights Clinic

Black Law Student Association, 1L Representative

Law School Musical, Producer

LOYOLA MARYMOUNT UNIVERSITY

B.A., Sociology, History, Philosophy, 2015

Dean's List (Spring of 2012, 2013, 2015; Fall of 2013)

Georgetown University, Semester in Washington DC: Law, Politics, and Legislation

Loyola Marymount University Collegiate Debate Team, Captain

ADMISSIONS

New York

Passed California Bar, Admission Pending.

MEMBERSHIPS

Black Women's Democratic Club

Emily's List

Los Angeles African American Woman Political Action Committee

Founding Member, The Gathering Spot Los Angeles



KAREN BASS
MAYOR

March 21, 2023

Dear Ms. McKinley:

I am pleased to inform you that I hereby appoint you to the Human Relations Commission 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.

Ms. Brittany McKinley
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As part of the City Council confirmation process, meetings will be offered to Traci Park, your Councilmember, and Councilmember Hugo Soto-Martinez, the Chair of the Civil Rights, Equity, Immigration, Aging, and Disability 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 Civil Rights, Equity, Immigration, Aging, and Disability 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
Ms. Brittany McKinley
March 21, 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 Traci Park

_____ Councilmember Hugo Soto-Martinez, Chair of the Council Committee considering your nomination