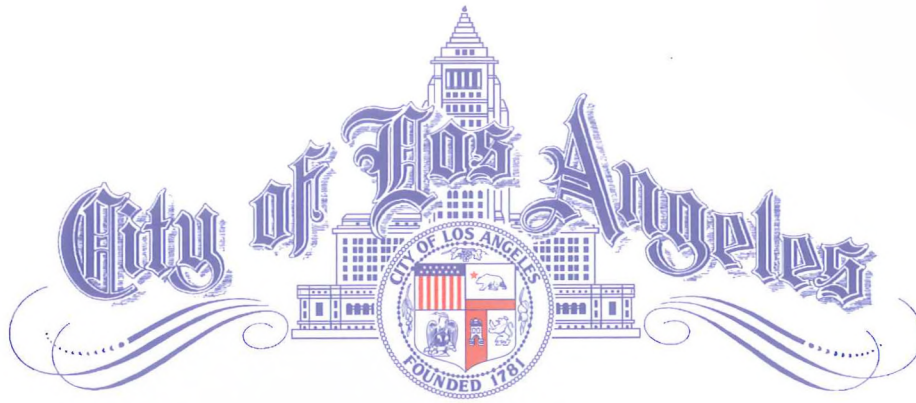




ERIC GARCETTI
MAYOR

January 6, 2014

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Roger S. Wolfson to the Board of Animal Services for the term ending June 30, 2016. Mr. Wolfson will fill the vacancy created by Maggie R. Neilson, whom I removed effective February 28, 2014 or at the time Ms. Neilson's successor is confirmed by the City Council.

I certify that in my opinion Mr. Wolfson is qualified for the work that will devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Roger S. Wolfson
Commission: Board of Animal Services
End of Term: June 30, 2016

Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 13 - East Los Angeles
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** See attached resume
7. **Occupation/profession:** Writer/Producer
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):**

Commissioner	APC	CD	Ethnicity	Gender	Appointment Date	Term Ends
Jensvold, James	South Valley	3	Caucasian	M	20-Apr-12	30-Jun-17
McCurdy, Lisa	South Valley	5	Caucasian	F	20-Apr-12	30-Jun-15
Neilson, Maggie R.	West LA	11	Caucasian	F	05-Mar-13	30-Jun-16
Yanez, Alana	East LA	1	Latina	F	20-Apr-12	30-Jun-14
Zaft, David	Central	4	Caucasian	M	13-Aug-13	30-Jun-18

ROGER SAMUEL WOLFSON, J.D., M.A.

PROFESSIONAL EXPERIENCE

CBS, NBC, TNT, USA, ABC STUDIOS, UNIVERSAL STUDIOS, WARNER BROS. STUDIOS, FOX TELEVISION STUDIOS, AND SONY STUDIOS

Writer 2003-Present. Los Angeles, CA

As writer/producer of five different TV shows: *Fairly Legal*, *Law and Order: SVU*, *The Closer*, *Saving Grace*, and *Century City*, responsible for all aspects of bringing multiple episodes of Television from conception to the screen. Solely responsible for writing several episodes per series, each time managing multi-million dollar budgets, overseeing casting, set design, set dressing, shooting, and editing. Assisted the writing of dozens of other episodes. Have written for Holly Hunter, Kyra Sedgwick, Mariska Hargitay, Hector Elizondo, Ioan Gruffud, Viola Davis, Amy Madigan, and others. Wrote an episode of "The Closer" that earned Kyra Sedgwick an Emmy nomination. Have sold six pilots; two to Sony Studios with Neal Moritz attached to produce, one to CBS and Paramount studios with Dennis Leary attached to produce, two to ABC Studios with Ed Bernero attached and with Temple Hill attached, and one to USA Network with Tim Kring attached. Have partnered with Academy-Award winning producer Bruce Cohen and Academy-Award nominated songwriter Bird York to create campaign ads in Ohio and with Amnesty International to create a short film to help release Troy Davis from death row in Georgia.

HAFT, HARRISON, AND WOLFSON

Founding Partner, '99-2003. New York, NY

Started and ran this forty-member, multi-city strategic consulting firm with clients such as Primedia, Sterling Energy, the African Heritage Network, Al Sharpton, and Arianna Huffington. Responsible for determining long-range needs of clients, developing steps to meet these goals, and managing their achievement. Helped expand Primedia's online presence, expand Sterling Energies solar energy business, and develop Al Sharpton's platform for President.

CHANNEL ONE NEWS

Vice President '99-2002. New York, NY

Helped expand Channel One's Internet Interactive division. Channel One was a three-quarters of a billion dollar company which produced and sent award-winning news and social programming via satellite to four hundred thousand Channel One televisions in twelve thousand American secondary schools, reaching forty percent of all American Secondary students every school day.

SENATE COMMITTEE ON HEALTH, EDUCATION, LABOR, AND PENSIONS

SENATOR TED KENNEDY

SUBCOMMITTEE ON EMPLOYMENT, SAFETY, AND TRAINING

SENATOR PAUL WELLSTONE

Chief Education Counsel and Speechwriter '95-'99. Washington, DC

Joint Staff to Senators Wellstone and Kennedy, assigned to their Labor Committee payroll. Spent majority of time with Wellstone, writing most of his major speeches for four years. In charge of drafting and promoting legislation within the purview of his Subcommittee, which had oversight over much of the U.S. Departments of Education and Labor. Responsible for building grassroots, National, media, and Congressional support for Senators Wellstone and Kennedy's ambitious and progressive projects, including their opposition to several major bills (Ed-Flex, Bankruptcy reform), and their championship of under-represented constituencies. For example: wrote, promoted, and earned editorial endorsements from major newspapers for Wellstone's amendment to allow higher education to satisfy the 'work' requirements of the '96 Welfare Law. Was part of the Leadership team that wrote the successful \$2.7 billion education addback amendment to the '96 Appropriations Bill, which was widely considered the first effective Democratic counterattack of the Republican-dominated 104th Congress. Participated in the drafting of all major education related law that passed Congress during my tenure. During the Higher Education Act alone, wrote, developed support for, and carried into law a dozen major provisions, including the Clinton-endorsed "Distance Education Amendment." Responsible for overseeing numerous legislative aides, legislative correspondents, Congressional fellows, and interns.

SENATOR JOHN F. KERRY

Legislative Assistant, Speechwriter '94-'95. Washington, DC

Wrote or assisted in writing all major speeches for Senator Kerry for two years. Advised Kerry on and wrote legislation in all areas of social policy. Represented Kerry (at the time, the third ranking Democrat in the Leadership) in Democratic Leadership strategy sessions. Helped Kerry develop a solid record on education, technology, and crime, which he used to successfully beat back a Senate challenge from Massachusetts' popular Governor Weld in 1996. Involved in the creation of the Senate Education and Technology Working Group, along with staff of Senator Jim Jeffords and Bob Kerrey. Worked for Kerry on the Commerce Committee during the drafting of the Telecommunications Act that would become law in 1996. Drafted the portion of President Clinton's Education Tax Cut as introduced by the Senate Democratic Leadership that allows deductions for student loan payments. Protected '95 and '96 funding for YouthBuild (a program that trains high school dropouts to rebuild their lives) throughout authorization, appropriation, and conference processes. Oversaw the work of several legislative aides, legislative correspondents, and interns.

UNITED STATES CONGRESSIONAL HUNGER CAUCUS, REP. TONY HALL, MAJORITY CHAIR

Legal Counsel '94. Washington, DC

Brought in for two-month assignment to prepare hearing agenda for Caucus, create and market appropriate legislation to Caucus members, help raise bipartisan Caucus membership, promote the caucus in general, and ease transition from Select Committee to Caucus status.

SENATE SUBCOMMITTEE ON GOVERNMENT INFORMATION AND REGULATION**SENATOR JOSEPH I. LIEBERMAN, MAJORITY CHAIR**

Legal Intern '93. Washington, DC

Advised Lieberman and drafted policy on Subcommittee matters, plus additional social issues including education, technology, and crime. Wrote one and helped write three amendments that became law under the '94 Crime Act. Helped research and prepare Subcommittee hearings on technology and education, such as one on Children and Video Game Violence.

CNN, MSNBC, THE PAUL RISNEK SHOW, THE DENNIS PRAGER SHOW, AIR AMERICA

Interview Subject, 1999-present

Have appeared on TV and radio as an expert on politics and on the entertainment industry.

THE HUFFINGTON POST

Blogger, 2007-Present

Have written about politics, the Writers Guild strike, and personal experiences (such as working for Ted Kennedy).

CAMPAIGN EXPERIENCE

ELIZABETH WARREN FOR SENATE, LIEBERMAN FOR SENATE (MULTIPLE CAMPAIGNS), GORE/LIEBERMAN FOR PRESIDENT, LIEBERMAN FOR PRESIDENT, WELLSTONE FOR SENATE (MULTIPLE CAMPAIGNS) WELLSTONE FOR PRESIDENT, KERRY FOR SENATE, KERRY/EDWARDS FOR PRESIDENT, DEMOCRATIC NATIONAL COMMITTEE, BRUCE MORRISON FOR CONGRESS, BRUCE MORRISON FOR GOVERNOR, ROSA DE LAURO FOR CONGRESS (MULTIPLE CAMPAIGNS)

Campaign Staff, 1988-present

Served in various capacities from speechwriter to surrogate speaker. Often in charge of marketing and creatively promoting the central core mission of the candidacy. At times responsible for leading and inspiring groups of campaign workers, active voters, and union members. Raised press attention, got out the vote, increased visibility, drafted editorials, prepared long-term strategy, and developed policy. Helped write Elizabeth Warren's speech for the 2012 Democratic National Convention. Helped write Al Sharpton's stump speech for President (2000).

LEGAL EXPERIENCE

LIEBERMAN, SEGELOF, AND WOLFSON
SACHS, BERMAN & SHURE
LITTLER, MENDELSON, FASTIFF & TICHY
WIGGIN & DANA

Attorney or Legal Support, various years

Developed a specialty in Civil Rights law. Lieberman, Segelof, and Wolfson is the firm founded by my mother and Senator Lieberman. Littler, Mendelson is the largest labor law firm in the world.

EDUCATION, HONORS, AND MEMBERSHIPS

JOHNS HOPKINS UNIVERSITY, Masters in Writing, 2004

UNIVERSITY OF PENNSYLVANIA LAW SCHOOL, J.D., 1992

Associate Editor of the *UNIVERSITY OF PENNSYLVANIA COMPARATIVE LABOR LAW JOURNAL*

Comment, *Social Security and its Effect on Women, A Comparative Analysis Exploring the U.S. and Europe*

VASSAR COLLEGE, B.A., 1989

Cum Laude Generali et Cum Laude in Materia Subiecta (Vassar's highest academic honors)

MEMBER OF THE BAR:	DISTRICT OF COLUMBIA
	NEW YORK
	CONNECTICUT
	UNITED STATES SUPREME COURT

APPENDIXES

Speeches Delivered

Awards Earned by Senator Wellstone for Work in my Purview

Sample of Editorial Board Endorsements and Major Press Coverage of Work in my Purview

Laws and Major Legislation Written

Speeches Written

SPEECHES DELIVERED
(Representative, not exhaustive list)

AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS

NATIONAL ASSOCIATION OF DRUG AND ALCOHOL ABUSE COUNSELORS

ADVISORY COMMITTEE ON STUDENT FINANCIAL ASSISTANCE

THE NATIONAL COALITION ON ALCOHOL AND OTHER DRUGS

THE COMMITTEE FOR EDUCATION FUNDING

THE GRANTMAKER FOUNDATION ON COMMUNITY AND NATIONAL SERVICE

THE DIRECT STUDENT LOANS ASSOCIATION

THE NATIONAL YOUTH LEADERSHIP FORUM (MULTIPLE KEYNOTE ADDRESSES)

NATIONAL COUNCIL OF EDUCATIONAL OPPORTUNITY ASSOCIATIONS

THE EDUCATION TRUST

FEDERATION FOR CLINICAL SOCIAL WORK

THE WASHINGTON INSTITUTE FOR JEWISH LEADERSHIP

CLOSE-UP FOUNDATION AND THE PRESIDENTIAL CLASSROOM

THE U.S. CENTER FOR CIVIC EDUCATION'S WE THE PEOPLE NATIONAL FINALS (AS A JUDGE)

THE LEADERSHIP INSTITUTE (AS TEMPORARY FACULTY)

THE CONGRESSIONAL YOUNG LEADERS COUNCIL (BI-MONTHLY KEYNOTE ADDRESSES)

THE GEORGE WASHINGTON UNIVERSITY COLLEGE DEMOCRATS AND THE GW UNIVERSITY YOUNG REPUBLICANS

THE AMERICAN POLITICAL SCIENCE ASSOCIATION

THE NATIONAL ASSOCIATION OF PARTNERSHIPS IN EDUCATION

THE NATIONAL JEWISH DEMOCRATIC COUNCIL

THE GEORGE WASHINGTON UNIVERSITY SCHOOL OF LAW AND THE GEORGE WASHINGTON UNIVERSITY HILLEL

THE MICKEY LELAND HUNGER FELLOWSHIP PROGRAM

THE DISTRICT OF COLUMBIA BAR ASSOCIATION

THE UNIVERSITY OF CALIFORNIA, LOS ANGELES SCHOOL OF LAW

THE SOUTHERN CALIFORNIA MEDIATION ASSOCIATION

THE ACTORS NETWORK

LAWS AND MAJOR LEGISLATION WRITTEN (page 1)

(Over two dozen amendments written and voted on that did not pass the Senate are not included in this list)

106TH CONGRESS

Enacted into law:

P.L. 106-25 S.Amdt.31, The Wellstone “**Title I funding to Poorest Schools First Act**” to the Education Flexibility Act.

Introduced:

The Wellstone/Harkin “**Motion to Keep the Doors of the Senate Open to the Public During the Impeachment Trial**” (a procedural motion offered to Chief Justice Rehnquist during the impeachment proceedings)

S. 616 The Wellstone “**Child Development Act of 1999**” (largest child care bill in Congressional history; completely offset).

S.890 The Wellstone “**Naturalization of Hmong and Lao Veterans Act**”

105TH CONGRESS

Enacted into law:

P.L. 105-17 The “**Individuals with Disabilities Education Act, (IDEA)**” (part of the staff working group that rewrote the law, which passed without alteration in both Houses).

P.L. 105-119 The Wellstone “**Legal Services Needs Analysis Change for Victims of Domestic Violence Act**” (amendment 1032 to S.1022, the Commerce/Justice/State Appropriations Bill) (with other Wellstone staff).

P.L. 105-78 The Harkin/Wellstone “**School Facilities Investment Act**” (amendment 1112 to S. 1061, the Labor/HHS Appropriations Bill) (With Harkin staff).

P.L. 105-659 The DeWine/Wellstone “**Workforce Investment Act of 1998**” (produced by Wellstone’s Subcommittee, includes the complete overhaul and reauthorization of all Federal Job training, Adult Education, and Vocational Rehabilitation programs).

P.L. 105-178 The “**Higher Education Act of 1998**” (specifically, a dozen Wellstone provisions adopted during drafting, markup, and Floor action, including the Wellstone/Santorum “**Distance Education Act**,” the Wellstone/Byrd and Wellstone/Biden “**Prevention of Alcohol Abuse on Campus**” provisions, the Wellstone/DeWine “**Child Care Loan Forgiveness Act**,” the Wellstone/Rep. Hastert “**Non-Revenue Generating Sports Act**,” the Wellstone/Moseley-Braun “**Fair Play Act**,” the Wellstone/Gregg “**Campus Safety Act**” {enacted, then later funded by the Commerce, Justice, State Appropriations Bill}, the Wellstone “**Mental Health Package**” and “**The Full-Year Pell Availability Act**”).

S. 1029 The DeWine/Wellstone “**Quality Child Care Loan Forgiveness Act**” (with DeWine staff). (Passed, on a smaller scale, as part of HEA).

S. 212, H.R. 744 The Wellstone/Kerry “**Affordable Higher Education through Pell Grants Act**,” (increasing the authorization of the Maximum Pell Grant to \$5,000) (H.R. 744 is the companion simultaneously introduced by Rep. McGovern and 37 Members of Congress) (Both bills effectively folded into HEA during drafting).

P.L. 105-332 The “**Vocational Education Act of 1998**” (produced by Wellstone’s Subcommittee).

Passed the Senate:

S. 1061, sec. 521 The Wellstone “**Anti-Tobacco Company Protection Act**” (to the Labor/HHS Appropriations Bill).

S. 1022, am. 1033 The Wellstone “**Legal Services Restrictions Study**” (to the Commerce/Justice/State Appropriations Bill).

S. 858, am. 415 The Wellstone “**Sense of the Senate that tax legislation passed by this body meet a standard of fairness**” (to the Intelligence Appropriations Bill).

S.104, am. 30 The Wellstone “**Sense of the Senate regarding Federal assistance for elderly and disabled legal immigrants.**” (To the bill to amend the Nuclear Waste Policy Act).

105TH CONGRESS, Passed the Senate (continued):

S.Amdt. 3111 The Wellstone/Ford **"Education as Work for the purposes of TANF Act"** (To HEA. Dropped in conference).

Introduced:

S. 2489 The Wellstone **"Child Development Act of 1998"**
S.1636 The Wellstone **"Benefits to Same-Gender Domestic Partners of Federal employees Act"**
S.1763 The Wellstone **"Food Stamp Benefits for Immigrants Restoration Act"**
S. 1503 The **"Voting Rights for Homeless Citizens Act"** (with Rep. John Lewis' staff).
S. 480 The Wellstone **"Bill to Repeal the Restrictions on Welfare and Public Benefits for Aliens."**

104TH CONGRESS

Enacted into law:

18 U.S.C. 922 The Lautenberg **"Firearm Ban for Domestic Violence Offenders"** (originally written for introduction by Wellstone, amends Title 18 Sec. 921(a), adding subparagraph 33; Amends Sec. 922(d) and (g), and amends 922(s)(3)(B)(I); 925(a)(1).) (Passed as part of the Defense Appropriations Bill).
S.Res.282 The Bradley/Wellstone Resolution to Designate October 10, 1996 as the **Day of National Concern About Young People and Gun Violence** (Cosponsored by 84 Senators).
P.L. 104-612 The Wellstone **"Children's Impact Amendment"** (to the "Congressional Budget Resolution," Title III, sec.404) (preventing Congress from passing law that increases the number of hungry or homeless children).
P.L. 104-134 The Daschle/Harkin/Wellstone **"Education Addback Amendment"** (to the 1996 "Omnibus Appropriations Bill") (restoring \$2.7 Billion to education funding) (with Democratic Leadership staff).
P.L. 104-134 \$40 million in 1996 Funding for **YouthBuild USA** (an educational and vocational program for troubled youth supported by a Kerry letter to Chairman Bond, signed by 31 Senators) (1995 VA/HUD Approps bill, page 42, line 15) (adapted into 1996 Omnibus Appropriations Bill). 110 Stat. 1321
P.L. 104-19 The Kerry **"Safe Schools Amendment"** (to H.R. 1158, the "Emergency Supplemental Appropriations Rescissions Act") (restoring \$100 million to the Safe and Drug-Free School Program).
P.L. 104-19 The Kerry **"Substance Abuse Treatment Preservation Act"** (to H.R. 1158, the "Emergency Supplemental Appropriations and Rescissions Act") (restoring \$14.7 million in funds for the Substance Abuse and Mental Health Services Administration).

Passed the Senate:

H.R. 4 The Kerry **"Expanded School Day Act"** (am. 2662 to "The Family Self-Sufficiency Act," a.k.a. The Welfare Bill) (creating demonstration projects for expanding school hours).
H.R. 4 The Kerry **"Parent Involvement Act"** (am. 2664 to "The Family Self-Sufficiency Act," a.k.a. the Welfare Bill) (creating parental responsibility contracts).

Introduced:

S. 556 The Kerry/Kennedy **"Trade Adjustment Assistance Program Improvement Act of 1995"**
S. 433 The Kerry/Simon **"Handgun Ammunition Safety Act of 1995"** (banning armor piercing bullets).
H.R. 1403 The Joe Kennedy **"Handgun Ammunition Safety Act"** (Identical companion to S.433 introduced subsequently).
S. 242 The Daschle/Kerry **"Higher Education Student Loan Interest Deduction Act,"** (Kerry provision created a tax deduction for interest paid on student loans) (with Daschle staff).

103RD CONGRESS

Enacted into law:

P.L. 103-327 \$50 million in 1995 Funding for **YouthBuild USA** (supported by a Kerry letter to Chairwoman Mikulski, signed by 42 Senators) (1994 VA/HUD Appropriations bill, 108 STAT. 2309).

18 U.S.C. 2119(3) The Lieberman **“Carjacking Death Penalty,”** (Sec. 60003 of the 1994 Crime Law, P.L. 103-322). (With other Lieberman staff).

8 U.S.C. 1101(a)(15) The Lieberman **“Alien Witness Cooperation and Counterterrorism Information Act”** (Sec. 130003 of the 1994 Crime Law, P.L. 103-322). (With other Lieberman staff)

42 U.S.C. 14053 The Lieberman **“Violent Crime and Drug Emergency Areas Act”** (Sec. 90107 of the 1994 Crime Law, P.L. 103-322) (With other Lieberman staff).

42 U.S.C. 13721 The Lieberman **“Task Force on Prison Construction Standardization & Techniques”** (Sec. 20406 of the 1994 Crime Law, P.L. 103-322) (With other Lieberman staff).

SPEECHES WRITTEN THAT ARE NOW PART OF THE CONGRESSIONAL RECORD
(Fewer than five percent of those written are listed here)

106TH CONGRESS

Sen. WELLSTONE, "**What is Really Missing from Congress' Agenda,**" March 3, 1999 145 *Cong Rec* S 2160
(a four hour speech)

105TH CONGRESS

Sen. WELLSTONE, "**The Affordable Higher Education Through Pell Grants Act,**" January 28, 1997 143 *Cong Rec* S 738

104TH CONGRESS

Sen. WELLSTONE, "**Reduce the Deficit While Protecting Our National Security: Eliminate Wasteful Military Spending Not Requested By the Pentagon,**" July 18, 1996 141 *Congressional Record* S 58331

Sen. WELLSTONE, "**Despite its flaws, a responsible budget agreement**" April 29, 1996 141 *Congressional Record* S 4366

Sen. WELLSTONE, "**Vote in Support of the Anti-Terrorism Bill,**" April 18, 1996 141 *Congressional Record* S 3681

Sen. WELLSTONE, "**Harkin/Wellstone Amendment (no. 3467) to Restore \$3.1 Billion for Education Programs,**" March 12, 1996 141 *Congressional Record* S 1792

Sen. KERRY, "**Protecting Crime Act Funds,**" September 28, 1995 141 *Congressional Record* S 14508

Sen. KERRY, "**The Housing Provisions of the VA-HUD Approps Bill,**" September 27, 1995 141 *Cong. Record* S 14387

Sen. KERRY, "**The Ryan White CARE Act,**" July 27, 1995 141 *Congressional Record* S 10750

Sen. KERRY, "**Product Liability Reform,**" May 10, 1995 141 *Congressional Record* S 6401

Sen. KERRY, "**The Rescissions Bill,**" March 9, 1995 141 *Congressional Record* S 3731; includes dialogue with Sen. HARKIN

103RD CONGRESS

Sen. KERRY, "**Campaign Finance Reform,**" September 21, 1994 140 *Congressional Record* S 13082

Sen. KERRY, "**The Crime Bill,**" August 12, 1994 140 *Congressional Record* S 11392

Sen. KERRY, "**Pensacola Antiabortion Murder and Religious Fanaticism,**" August 2, 1994 140 *Cong. Record* S 10393

Sen. KERRY, "**S. 55, the Workplace Fairness Act,**" July 12, 1994 140 *Congressional Record* S 8543

Sen. KERRY, "**Swearing in of Deval L. Patrick,**" April 21, 1994 140 *Congressional Record* S 4749

Sen. KERRY, "**Women's History Month**" April 12, 1994 140 *Congressional Record* S 4160

Sen. LIEBERMAN, "**The Crime Bill,**" November 13, 1993 140 *Congressional Record* S 14926



ERIC GARCETTI

MAYOR

January 6, 2014

Mr. Roger S. Wolfson

Dear Mr. Wolfson:

I am pleased to inform you that I hereby appoint you to the Board of Animal Services for the term ending June 30, 2016. 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 Justin Gonzalez in my Office at (213) 300-9935 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.

Mr. Roger S. Wolfson
January 6, 2014
Page 2

As part of the City Council confirmation process, you will need to meet with Mitch O'Farrell, your Councilmember, and Councilmember Paul Koretz, the Chair of the Personnel and Animal Welfare 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 Personnel and Animal Welfare Committee.

Some time 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. Julie Ciardullo with the Mayor's staff 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 "Eric Garcetti", with a stylized flourish at the end.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Mr. Roger S. Wolfson
January 6, 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: Julie Ciardullo, Office of the Mayor,
Office of External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA 90012
or fax: 213-978-9719 or email: julie.ciardullo@lacity.org.

_____ **Remuneration Form**

_____ **Undated Separation Forms**

_____ **Background Check Release**

_____ **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 in the mail 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.

_____ **Residence Verification Form**

IV. As soon as possible, the Mayor's Office will schedule a meeting with you and:

_____ **Your City Councilmember Mitch O'Farrell** (contact at 213-473-7013).

_____ **Councilmember Paul Koretz, Chair of the Council Committee
considering your nomination** (contact at 213-473-7005).

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