



ERIC GARCETTI  
MAYOR

March 27, 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. Teri Stein to the East Los Angeles Area Planning Commission for the term ending June 30, 2015. Ms. Stein will fill the vacancy created by David Marquez, whom I removed effective May 31, 2014 or at the time Mr. Marquez's successor is confirmed by the City Council.

I certify that in my opinion Ms. Stein 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, appearing to read 'E. Garcetti'.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Teri Stein  
**Commission:** East Los Angeles Area Planning Commission  
**End of Term:** 6/30/2015

### Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 14 - East Los Angeles
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** J.D., Stanford Law School
7. **Occupation/profession:**
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	APC	CD	Ethnicity	Gender	Appt date	Term ends
Chavoya, Monique	East LA	14	Latina	F	29-Mar-13	30-Jun-18
Choi, Donna	East LA	14	Caucasian	F	21-Jan-14	30-Jun-16
Fukushima, Mayumi	East LA	1	Asian Pacific Islander	F	25-Sep-12	30-Jun-17
Hanson, Ana	East LA	1	Latina	F	07-Jul-11	30-Jun-14
Marquez, David	East LA	1	Latino	M	28-Sep-05	30-Jun-15

# TERI M. STEIN

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## EDUCATION

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### STANFORD LAW SCHOOL, Stanford, CA 2000-2003

- Awarded Juris Doctor, June 2003. GPA: 3.678
- Kirkwood Moot Court Semi-Finalist
- Co-Chair and Curriculum Developer, Stanford Street Law Program
- Volunteer Attorney, East Palo Alto Community Law Project

### STANFORD UNIVERSITY, Stanford, CA 1993-1997

- A.B. with Honors and Distinction, Humanities, June 1997. GPA: 3.94
- Awards: Bocock-Guerard Fiction Writing Prize; Ruth Headley Award for Excellence in the Humanities
- Rhodes Scholar finalist, Western Region, 1997 and 1998

## EXPERIENCE

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### MORRISON & FOERSTER LLP, San Francisco/Los Angeles, CA 2004 - 2010

#### *Litigation Associate*

- Maintained diverse civil litigation practice in state and federal courts with a primary focus on complex litigation at both the trial and appellate levels. Extensive experience researching, briefing and arguing dispositive motions. Managed complex cases; directed and supervised the work of junior associates.
- Robust pro bono practice included award-winning work in multiple subject areas, including education, asylum, prisoner's rights, access to justice and homeless advocacy. Obtained significant victories for clients through written and oral argument, including the releases of two battered women imprisoned for 20 years and a grant of withholding of removal for an HIV positive, transgendered Mexican national.
- Assembled and led teams of public service lawyers, community organizations, private attorneys and experts regarding special education matters, immigration/asylum work and prisoners' rights.
- Served as associate representative for the LA office from 2009-2010. Worked with regional partners and firm management on associate life issues; served as liaison between associates and management.
- Awards: Pro Bono Award, HIV/AIDS Legal Services Alliance (2009); California State Bar President's Pro Bono Service Award (2008); Los Angeles County Bar Association Aranda Outstanding Public Service Award (2008); Wiley Manuel Award for Pro Bono Legal Services (2005-2007; 2009-2010).

### NINTH CIRCUIT COURT OF APPEALS, Pasadena, CA 2003-2004

#### *Clerk to Hon. Kim McLane Wardlaw*

- Researched and drafted opinions, memorandum dispositions and bench memoranda in all areas of law.
- Reviewed opinions and prepared recommendations regarding potential en banc matters.
- Assisted judge with all aspects of oral argument preparation.

### YOUTH AND EDUCATION LAW PROJECT, Stanford, CA 2002-2003

#### *Clinical Supervising Student/Student*

- Successfully procured special educational services for clients, prevented expulsions in cases involving school-related crimes and counseled clients regarding educational rights under state and federal law.
- Supervised clinical students; provided guidance regarding case strategy, client management and risk management issues. Reviewed legal writing and assisted with oral argument preparation.
- Co-authored and presented "Representing Youth in the Juvenile Justice System" to San Mateo Probation Officers to assist officers in identifying detained youth in need of special educational services.

### CHILDREN'S RIGHTS, INC. New York, NY 2001

#### *Intern*

- Extensive memoranda and motion writing for leading foster care impact litigation organization.
- Wrote section and edited prospective law review article on the Adoption and Safe Families Act.

## INTERESTS & SKILLS

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Reading fiction; food writing; whitewater rafting; cooking; gardening; Lakers basketball. Proficient in Spanish.



ERIC GARCETTI  
MAYOR

March 27, 2014

Ms. Teri Stein

Dear Ms. Stein:

I am pleased to inform you that I hereby appoint you to the East Los Angeles Area Planning 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 Justin Gonzalez in my Office at (213) 922-9788 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.

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As part of the City Council confirmation process, you will need to meet with Jose Huizar, who is both your Councilmember and the Chair of the Planning and Land Use Management Committee, to answer any questions he 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 Planning and Land Use Management 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. Cary Gross 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". The signature is stylized and cursive.

ERIC GARCETTI  
Mayor

EG:dlg

Attachment I  
Ms. Teri Stein  
March 27, 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 fax: 213-978-9719 or email: cary.gross@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.
- \_\_\_\_\_ **CEC Form 60**

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

- \_\_\_\_\_ **Councilmember Jose Huizar (contact at 213-473-7014).**

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