



ERIC GARCETTI
MAYOR

April 25, 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. Raul Claros to the Police Permit Review Panel for the term ending June 30, 2016. Mr. Claros will fill the vacancy created by Rickey Gelb, whom I removed effective May 31, 2014 or at the time Mr. Gelb's successor is confirmed by the City Council.

I certify that in my opinion Mr. Claros 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 'E. Garcetti'.

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Raul Claros
Commission: Police Permit Review Panel
End of Term: 6/30/2016

Appointee Information

1. **Race/ethnicity:** Latino
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 8 - South Los Angeles
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** B.A., California State University, Dominguez Hills
7. **Occupation/profession:** Director of Community and Government Affairs, Community Harvest Foundation
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
Bustamante, Juan	South Valley	12	Latino	M	28-Feb-13	30-Jun-17
Castellanos, Anita	South Valley	3	Latina	F	21-Sep-05	30-Jun-15
Gelb, Rickey M.	South Valley	5	Caucasian	M	04-Apr-06	30-Jun-16
Haskins, Angela S.	Central	9	Caucasian	F	26-Apr-10	30-Jun-15
Kil, William O.	East	14	Asian Pacific Islander	M	17-Mar-06	30-Jun-14
Robinson, Steve	West	5	Caucasian	M	14-Aug-13	30-Jun-18
Yeretsian, Lara	Central	4	Other	F	09-Dec-13	30-Jun-14

Raul Claros

SUMMARY OF SKILLS

- Proven success setting up a non-profit organization from conception to operation.
- Expertise in Physical education and athletic program administration.
- Expertise in strategic planning and organizational development.
- Specialized in educational reform; program development and management.
- Skilled with public relations; building constituent relationships.
- Experience with working closely with political and non-profit boards and volunteer leadership committees.
- Effective, persuasive communication skills; especially the ability to make presentations to top management, public groups, and/or executive Boards of Directors.

COMPUTER SKILLS

- MS Office Suite (including Word, Excel, Publisher, PowerPoint and Outlook)
- Internet Explorer

EDUCATION

Cal State Dominguez Hills,
B.A. - Physical Education
2005

KEYWORDS

- Expertise in Political Organizing, Visionary, Reliable, Trustworthy, Educator, Sense of Humor

PROFESSIONAL SUMMARY OF Raul Claros

Experience:

Director of Community & Government Affairs *Community Harvest Foundation*
September 2007–Present

- Summary of responsibilities: Development of youth programs, networking, fundraising, representing the organization in the community, developing and managing partnerships.

Physical Ed Teacher/Athletic Director *New Designs Charter* August 2010–June 2012

- Teaching five periods of physical education including lifetime fitness and development of social skills in youth. Manage the day to day operations of the athletic department, coordinate the fund development efforts to secure the department's budget, acting as compliance liaison between the school and LAUSD, and staff.

Field Representative *Assemblyman Mike Davis* June 2009–August 2010

- Summary of responsibilities: Management of constituent cases, special event planning, attending community meetings, developing fundraisers and networking.

Youth Advocate for L.A. City G.R.Y.D. *Brotherhood Crusade* March 2009–June 2009

- Summary of responsibilities: Case management, youth recruitment, developing partnerships, attending community meetings and advocating for youth.

Athletic Director *Community Harvest Charter* July 2006 – Jan. 2009

- Summary of responsibilities: Manage the day to day operations of the athletic department, coordinate the fund development efforts to secure the department's budget, acting as compliance liaison between the school and LAUSD, and staff.

Physical Ed. Teacher *Community Harvest Charter* June 2004– Jan. 2009

- Duties and responsibilities include: Teaching five periods of physical education including lifetime fitness and development of social skills in youth.

Activities:

- Board Member, Pico Union Neighborhood Council 2010–2012
- Head Baseball Coach, West Adams High School June 2009–November 2010
- Vice President, Pico Union Neighborhood Council 2010–2011
- Founder & President, Latino Coalition of Los Angeles PAC 2009–Present
- Founding Member, Latino Forum (LAPD Olympic Division) Sept. 2009
- Founder & President of University Little League Spring 2008–Present
- Founder & Director, Life Skills Sports Academy
September 2007–Present
- Founder & President, MLK Park Advisory Board February 2008–Present
- Founding Vice President, Olympic Booster Association (LAPD)
July 2008–August 2009

Honors:

- Certificate of Recognition, L.A. City Council District 1
July 22, 2009
- Certificate of Recognition, Chamber of Commerce El Salvador
June 28, 2009
- Recognition of Dedicated Services, County of Los Angeles
December 20, 2009
- Certificate of Recognition, National Interscholastic Athletic Administrators
Association, June 2007
- Certificate of Recognition, Hyde Park–Ready for School Center
November 23, 2004



ERIC GARCETTI
MAYOR

April 25, 2014

Mr. Raul Claros

Dear Mr. Claros:

I am pleased to inform you that I hereby appoint you to the Police Permit Review Panel 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) 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.

Mr. Raul Claros
April 25, 2014
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As part of the City Council confirmation process, you will need to meet with Bernard C. Parks, your Councilmember, and Councilmember Mitch Englander, the Chair of the Public Safety 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 Public Safety 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 "E. Garcetti". The signature is fluid and cursive, with the first name "Eric" and last name "Garcetti" clearly distinguishable.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Mr. Raul Claros
April 25, 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:

_____ **Your City Councilmember Bernard C. Parks** (contact at 213-473-7008).
_____ **Councilmember Mitch Englander, Chair of the Council Committee considering your nomination** (contact at 213-473-7012).

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