



KAREN BASS
MAYOR

November 13, 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. Zerita Jones to the House LA Citizens Oversight Committee for the term ending June 30, 2026.

I certify that in my opinion Ms. Jones 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. Jones will fill the vacancy created by the departure of Christopher Zamor.

Sincerely,

A handwritten signature of Karen Bass in black ink, enclosed in a dashed rectangular box.

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Zerita Jones
Commission: House LA Citizens Oversight Committee
End of Term: 6/30/2026

Appointee Information

1. **Race:** African American
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 10 - South LA
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** A.A., Paralegal Studies, A.A., Real Estate, West Los Angeles College
7. **Occupation/profession:**
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Appointment
10. **Current composition of the commission (excluding appointee):**

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

ZERITA JONES



Select Skills and Abilities

- Communicate effectively
- Positive attitude
- Great with problem-solving
- Adaptability & Flexibility
- Attention to Detail
- Relationship builder
- Motivated
- Team Player

Other Member Affiliations

- Black & Asian Coalition
- Black and LatinX Community Coalition
- End Homelessness Now!-LA, Campaign

Related Coursework

- Community Organizing
- Affordable Housing Development
- Organizing and Civil Engagement
- Community Development and Cooperatives
- Contract & Business Law
- Property Management
- Real Estate
 - Finance
 - Economics
 - Principles
 - Practice
 - Appraisal
 - Escrow

Summary/Objective

Community organizer and activist with the focus on decommodifying housing, and tenant advocacy to encourage long standing community members to organize and work on community issues in solidarity.

Education

- Susan Miller High School 1983
- Cal State University, Los Angeles
 - Computer Information Systems 1991
- West Los Angeles College
 - AA Paralegal Studies 2015
 - AA Real Estate 2016
- Los Angeles Trade Technical College
 - Certificate Community Organizing 2019

Experience

- Albertsons, Grocery Manager (1994-2013)
- Lucky Stores, 4th Manager (1992-1994)
- Boys Market, Journeyman Checker/ Key Manager (1986-1992)

Volunteer Experience

- **Co-Founder of the Concerned Community Members of Chesapeake Apartments** (Tenant Association of 425 units)
- **Co-Founder of the Baldwin Leimert Crenshaw Local** (Los Angeles Tenants Union)
- **Board Vice-Chairperson of the Liberty Community Land Trust** (Crenshaw Corridor, South Central Los Angeles)
- **Board Secretary of the Los Angeles County Client Coalition Inc.**, (Advocacy against the incarceration of women with mental health issues)
- **Tenant Chapter Secretary of Alliance of Californians for Community Empowerment** (CD 10 Chapter Member)
- **Active participant in the Right To Counsel Coalition** (Steering Committee)
- An active partner in the Emergency Renter Assistance Program
- **Member of Our Future LA Coalition to end homelessness** (Steering Committee)
- **Vice Chairperson of Jefferson Exposition Park West Adams Community Land Trust** (South Central Los Angeles and Korea Town Neighborhoods) Currently **Executive Director**
- **Board Member, Los Angeles County Affordable Solutions Agency** (Civilian Oversight Committee Chairperson, Expert as Housing Justice Organizer)

References

- Amy Schur, State wide Organizer ACCE , aschur@calorganize.org
- Jonathan Jager, Attorney LAFLA, jjager@publiccounsel.org
- Sandra McNeill, sandramcneillconsulting@gmail.com
- Eli Lipman, Executive Director Move LA, Eli@movela.org
- Allyson Riley, Director of Housing Development VCH, ariley@vchcorp.org
- Joe Donlin, Director UHLA, Joe@unitedtohousela.com



KAREN BASS
MAYOR

November 13, 2023

Dear Ms. Jones:

I am pleased to inform you that I hereby appoint you to the House LA Citizens Oversight Committee for the term ending June 30, 2026, 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.

As part of the appointment process, Heather Hutt, 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.

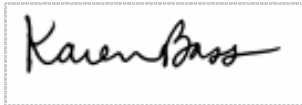
Ms. Zerita Jones
November 13, 2023
Page 2

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.

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.

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 enclosed in a dashed rectangular border.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Zerita Jones
November 13, 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 OR mail them to:

Office of the Mayor
Attn: Thomas Arechiga
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. Before your appointment is heard in committee or full council (you will be contacted by the Clerk's Office with this date):

- 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. Be sure to take no more than 21 days to file, per City law.

- 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 Heather Hutt
- 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