



October 3, 2024

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

Re: Appointment of Executive Director, Charter Reform Commission: Ms. Anna Hovasapian

Honorable Members:

Pursuant to the Los Angeles Administrative Code §8.333(c), Council President Marqueece Harris-Dawson and I hereby appoint Ms. Anna Hovasapian as the Executive Director of the Charter Reform Commission, effective as of the date of your confirmation of her appointment.

Attached please find a copy of Ms. Hovasapian's resume, which provides greater detail about her experience. We certify that in our opinion Ms. Hovasapian is especially qualified by reason of training and experience for the work which shall devolve upon her, and that we make the appointment solely in the interest of the City.

Sincerely,

A handwritten signature in black ink that reads 'Karen Bass'.

KAREN BASS
Mayor

A handwritten signature in black ink that reads 'Marqueece Harris-Dawson'.

MARQUEECE HARRIS-DAWSON
City Council President, 8th District

KB:tga

Attachment

ANNA HOVASAPIAN

• GOVERNMENTAL AFFAIRS AND
POLICY PROFESSIONAL •

PROFILE

A decade of experience in government, policy development, advocacy, research, municipal lawmaking and budget analysis.

EDUCATION

2007-2011 Dickinson College, Carlisle, PA
Bachelor of Arts, Political Science and
Philosophy

EXPERIENCE

Office of Council President Paul Krekorian • Los Angeles, CA

Deputy Chief of Staff, April 2023 - Present

- Advise Council President on policy matters, including governance and Charter reform, homelessness, budget and labor relations.
- Develop policy platform, set agendas and create the implementation strategy for the Ad Hoc Committee on City Governance Reform.
- Develop several citywide ballot measures for the November 2024 elections, including independent redistricting, ethics and Charter reform, in concert with City Departments, non-profit organizations and other City stakeholders.
- Set the City Council's agendas, approve all items to be included on the agendas, track items coming from all other Committees to Council, and run the Council floor operations.
- Act as a liaison for Council President with other Council Offices, Mayor's Office, City Departments, community members and stakeholders.
- Assist Chief of Staff in managing a staff of over 20, directly supervise policy deputies and oversee all policy matters.

Office of Council President Nury Martinez • Los Angeles, CA

Deputy Chief of Staff, June 2022 - April 2023

- Advised Council President on citywide issues, including homelessness, equity, budget, women's issues and labor relations.
- Coordinated with City Attorney, City Administrative Officer, Chief Legislative Analyst and other Council Offices to develop the City's strategy and term sheet for the LA Alliance for Human Rights v. City of Los Angeles lawsuit.
- Negotiated with City departments, community and advocacy organizations, Council Offices, and other groups on sensitive citywide policies, such as eviction and workers' protections, homelessness, budget priorities.
- Developed strategy and recommendations on labor negotiations for Executive Employee Relations Committee, worked with City Administrative Officer on implementation of strategy.
- Established a process and working group with City Attorney and City Clerk to oversee the City's ballot measures for the March and November 2022 elections.
- Developed, launched and oversaw the Elevate LA agenda, aimed at building intergenerational wealth, ending family poverty and creating green jobs in underserved areas of the City, through the expansion of homeownership, ADU program, and the creation of the Office of Job Quality Stabilization and Office of Community Wealth.
- Managed, oversaw and handled day-to-day staffing issues at City Hall and field offices.
- Reviewed and revised briefing notes, reports, and memoranda prepared by staff for Council President.

Chief Legislative Director, January 2020 - May 2022

- Developed and implemented Council President's policy platform as well as the City's policy agenda and tracked those policies across the Council's 16 committees.
- Set the City Council's meeting agendas, managed Council meetings, ran the Council floor operations and strategized in real-time. Coordinated with Council offices, City Clerk and City Attorney to facilitate the meetings in compliance with Council Rules and the Brown Act.
- Drafted the agendas for and led the Ad Hoc Committee on COVID-19 Recovery and Neighborhood Investment and Rules, Elections, and Intergovernmental Relations Committee.

- Developed, launched and oversaw \$600 million in COVID-19 recovery programs, including rent and utility relief, childcare and small business assistance, food security, alternative learning centers, domestic violence, and COVID-19 Homelessness Roadmap.
- Drafted COVID emergency policies to address workers' protections, supplemental paid leave, procurement of emergency supplies and vaccination policy for City employees and indoor venues.
- Created a plan to transition away from COVID emergency ordinances.
- Worked with Mayor's Office, Chair of the Budget and Finance Committee and City departments to oversee the City's \$7 billion budget process, ensure Council priorities are incorporated in the budget and provide avenues of public engagement in the process.
- Planned and developed policy to assist in the creation of the Community Investment and Families Department in order to consolidate social programs related to children, families, women and poverty.
- Proposed, drafted and negotiated a paid family leave policy for City employees.
- Prepared briefing notes, memoranda, and other documents for City Council and Committees meetings.

Office of Supervisor Janice Hahn • Los Angeles, CA

Senior Deputy for Public Safety and Justice, August 2019 - December 2019

- Advised Supervisor on all matters and issues involving public safety, including Sheriff's Department, Probation Department, Public Defender, Alternate Public Defender, Fire Department and all justice reform and diversion efforts underway for both adults and juveniles.
- Assisted in preparing the Public Safety Cluster agendas and ran the Public Safety Cluster meetings.
- Worked with the Probation Reform and Implementation Team to establish the next steps to operationalize their recommendations.
- Provided recommendations and drafted policies to implement the *Care First, Jails Last* initiative.
- Worked with LA County Fire Department to prepare and place Measure FD, a Fire District parcel tax, on the March 2020 ballot.
- Acted as a liaison to departments, commissions, organizations and constituents; served as Supervisor's representative on commissions and boards.

Office of Councilmember Paul Krekorian • Los Angeles, CA

Policy Director, December 2018 - July 2019

- Oversaw development and implementation of Councilmember's policy agenda.
- Managed, provided guidance and coordinated with policy deputies to guide day-to-day work and staffing for Council and Committees.
- Managed the agenda and meetings for the City Council's Budget and Finance Committee.
- Led the annual budget hearing process for the City's budget, worked with departments to prepare for the hearings and other Council Offices to incorporate district priorities into the budget process.
- Prepared briefings for Councilmember on issues pending before Council and staffed Councilmember in City Council and Committees meetings.

Senior Policy Deputy, January 2013 - November 2018

- Researched, analyzed and provided policy recommendations on issues of economic development, gun violence prevention, public safety, film and entertainment, gender equality and women's issues.
- Drafted the City's large capacity magazine prohibition and safe storage requirement; brought together a coalition of gun safety groups and Los Angeles Police Department to advocate for the passage of these policies.
- Researched and drafted motions for the City's bad apple gun dealer study, worked with Crime Gun Solutions, Los Angeles Police Department and Brady Center to develop the scope of work and the contract for the study, established timelines and managed the completion of the study.
- Managed the City Council's Ad Hoc Job Creation Committee, drafted agendas and determined issues to be heard in committee; oversaw the completion of Jobs and Business Advancement in Los Angeles Action Plan.

SKILLS

Fluent in Armenian; Microsoft Office; previously served on the board of Los Angeles County Young Democrats and Democratic Party of the San Fernando Valley and advised on campaigns.