



KAREN BASS  
MAYOR

March 21, 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. Valerie Shaw to the Board of Library Commissioners for the term ending June 30, 2025. Ms. Shaw will fill the vacancy created by Arianne Edmonds, who has resigned.

I certify that in my opinion Ms. Shaw 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 that reads "Karen Bass".

KAREN BASS  
Mayor

KB:tga

Attachment

## COMMISSION APPOINTMENT FORM

**Name:** Valerie Shaw  
**Commission:** Board of Library Commissioners  
**End of Term:** 6/30/2025

### 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?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Masters of Public Administration,  
University of Southern California
7. **Occupation/profession:** Boardmember, Board of Governors for the California  
Community College System
8. **Experience(s) that qualifies person for appointment:** See attached resume/bio
9. **Purpose of this appointment:** Appointment
10. **Current composition of the commission (excluding appointee):**

## ***Valerie Lynne Shaw***

In 2015, Valerie Lynne Shaw was appointed by Governor Jerry Brown to the Board of Governors for the California Community College System. Shaw was reappointed to a six- year term in 2017. The Board provides leadership and policy direction in the continuing development of the 115 community colleges in the State of California. Serving over 2.1 million students, the California Community College system is the largest educational system in the nation.

During her tenure on the Board of Governors, Ms. Shaw's activities have included attending bimonthly policy meetings of the Board; serving on the Chancellor's selection committee; supporting the Umoja Community and A2mend student support initiatives; supporting workforce development initiatives, and advocating for resources for Housing and Food Insecure students. She also serves on the Board of Trustees for Calbright Community College.

Previously, Shaw held the position of a high- ranking official in local government. Shaw served as the President, Vice President, and Commissioner of the five- member, full- time, City of Los Angeles Board of Public Works (1996-2013). In this position, Ms. Shaw made history, first by being the only commissioner appointed by three Mayors ( Riordan, Hahn, and Villaraigosa), and secondly, holding the honor of being the first African-American woman President of the 100 - year- old Board of Public Works.

The primary role of the Board of Public Works is to act as the general manager of the Department of Public Works that has an annual budget of \$1.5 billion and a workforce of over 5,500 employees. The purpose of the department is to maintain the physical infrastructure of the city. During her tenure, Shaw was the lead commissioner for the following departmental bureaus: Engineering, Sanitation, Street Lighting, and Contract Administration. In addition to her managerial duties, Shaw also focused on developing community enhancement programs. From 2008-2013, Shaw led the Mayor and Council sponsored South LA Initiatives program, which successfully invested over \$650 million into the community.

Ms. Shaw has a Masters of Public Administration from the University of Southern California (USC) and served as an adjunct professor in the Political Science Department from 2003-2012, teaching a class on local government operations.

Ms. Shaw is currently a Board member of LA County 211, California Community Foundation's \$60 million Centinela Medical Fund, the Los Angeles African American Women's Political Policy Institute (LAAAWPPI), PV Jobs, and the Wilfandel Club. Ms. Shaw was born in Los Angeles and is a member of a family that has a long and proud history of public service.



KAREN BASS  
MAYOR

March 21, 2023

Dear Ms. Shaw:

I am pleased to inform you that I hereby appoint you to the Board of Library Commissioners for the term ending June 30, 2025. 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 contact my Commissions team by email at [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org), to make arrangements for you.

To begin the appointment process, please review, sign, and return the enclosed Remuneration Form and Undated Separation Letters **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 all potential commissioners to be fingerprinted as part of the background check. The Commissions Team will assist in connecting you with the Personnel 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 at 200 North Spring Street, City Hall, 24th Floor, Los Angeles, California 90012. Any inquiries regarding this form should be directed to Nicole Enriquez at the Ethics Commission by email at [nicole.enriquez@lacity.org](mailto:nicole.enriquez@lacity.org).

Ms. Valerie Shaw  
March 21, 2023  
Page 2

As part of the City Council confirmation process, meetings will be offered to Heather Hutt, your Councilmember, and Councilmember Eunisses Hernandez, the Chair of the Neighborhoods and Community Enrichment 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 Neighborhoods and Community Enrichment Committee. Sometime 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.

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 that reads "Karen Bass". The signature is fluid and cursive, with the first name "Karen" and the last name "Bass" clearly distinguishable.

KAREN BASS  
Mayor

KB:tga

Attachment I  
Ms. Valerie Shaw  
March 21, 2023

### Nominee Check List

**I. Within 7 days:**

\_\_\_\_\_ Schedule an appointment to get fingerprinted to complete a background check. The Commissions team will assist in connecting you with the Personnel Background Unit.

\_\_\_\_\_ Email the completed forms, found on the last three pages of this letter, to: [myr-commissions@lacity.org](mailto:myr-commissions@lacity.org) OR mail them to: Commissions Team, Office of the Mayor, City Hall – Room 303, 200 N. Spring Street, Los Angeles, CA 90012.

- Remuneration Form
- Undated Separation Letters

**II. Within 21 days:**

\_\_\_\_\_ 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.*

- **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 Eunisses Hernandez, Chair of the Council Committee considering your nomination