



ERIC GARCETTI
MAYOR

August 13, 2014

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

Honorable Members:

Subject to your confirmation, I have reappointed Mr. Leonard Shaffer to the Board of Neighborhood Commissioners for the term ending June 30, 2019. Mr. Shaffer's current term expired on June 30, 2014.

I certify that in my opinion Mr. Shaffer is qualified for the work that will devolve upon him, and that I make the appointment solely in the interest of the City.

Sincerely,

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Leonard Shaffer
Commission: Board of Neighborhood Commissioners
End of Term: 6/30/2019

Appointee Information

1. **Race/ethnicity:** Caucasian
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 3 - South Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** J.D., University of Southern California
7. **Occupation/profession:** Owner, Colonial Security and Expert Witness on Insurance Fraud
8. **Experience(s) that qualifies person for appointment:** See attached resume
9. **Purpose of this appointment:** Reappointment
10. **Current composition of the commission (excluding appointee):**

Name	APC	CD	Ethnicity	Gender	Appt date	Term end
Atkinson, Joy	South LA	10	African American	F	09-Oct-13	30-Jun-15
Grant, Lydia	North Valley	7	Caucasian	F	16-Oct-13	30-Jun-17
Lipmen, Eli	West LA	5	Caucasian	M	04-Feb-14	30-Jun-16
Mack, Karen	Central	4	African American	F	05-Mar-09	30-Jun-18
Medina, Victor	Harbor	15	Latino	M	05-Aug-13	30-Jun-15
Rubio, Olivia	East LA	14	Latina	F	16-Oct-13	30-Jun-16
Shaffer, Leonard	South Valley	3	Caucasian	M	19-Sep-11	30-Jun-14

Leonard J. Shaffer, Esq.

Resume

Personal:

Married to Tobey Shaffer
Two adult daughters
Resident of the San Fernando Valley since 1971

Education and Military:

K through High School, LAUSD
BA Political Science, University of Southern California
JD Law, University of Southern California School Of Law
01/1966: Admitted to practice before all California Courts
01/1966: Admitted to practice before the U.S. District Court, Central District of California
11/1976: Admitted to practice before the U.S. Supreme Court

11/1965 to 11/1971: US Air force Reserve

Community Service:

1972 to present: Board of Directors, Tarzana Property Owners Association
Currently serving as First Vice President

2000 to 2003: Board of Directors, Tarzana Community and Cultural Center

2002 to 2003: Chair, Tarzana Neighborhood Council Formation Committee

2003 to present: Board of Governors, Tarzana Neighborhood Council
Chair, Rules Committee
Member, Land Use Committee

2003 to present: President, Tarzana Neighborhood Council

2003: CD3 Representative, City Wide Burglar Alarm Task Force

2005: Executive Committee, Valley Alliance of Neighborhood Councils

2005 to 2006: Chair, Los Angeles Neighborhood Councils Congress Working Group

2006 to present: Chair, Los Angeles Neighborhood Councils Coalition

2006 to 2007: Member Neighborhood Council Review Commission

2009 to present: Member Temple Judea Caring Community

Work Experience:

1966 to 2001: Los Angeles County District Attorneys Office

1980 to present: Owner Colonial Security (Residential Alarm Company)
State of California, Qualified Manager License No. 741

2001 to present: Expert witness – Insurance Fraud

2003 to 2008: Professor, School of Criminal Justice, University of Phoenix

Guest Lecturer:

- | | |
|------|--|
| 1993 | San Fernando Valley Fraud Investigators Association
<i>Evidence needed for successful filing and prosecution of fraud cases</i> |
| 1994 | Southern California Check Investigators Association
<i>"Ins and Outs" of filing fraud cases with the District Attorney's Office.</i> |
| 1995 | FBI Academy Local Field Police Training Program Involving White Collar Crime
<i>Gathering evidence in fraud cases. Applicable statutes in fraud prosecution.</i> |
| 1995 | California Financial Crimes Investigators Association
<i>"Ins and Outs" of filing fraud cases with the District Attorney's Office.</i> |
| 1997 | Los Angeles Police Academy - Fraud Training Seminar
<i>Application of fraud statutes to present day crimes. What does the future hold for fraud investigators and prosecutors?</i> |
| 1997 | International Association of Financial Crimes Investigators
<i>The use of "Business Records Exception" in fraud cases.</i> |
| 2000 | Mealey's Fraud Conference
<i>The Use of Conspiracy in Fraud Prosecutions</i> |
| 2000 | California District Attorney Association Insurance Fraud Conference
<i>Basics of Insurance Fraud, Major Auto Insurance Fraud Rings, The Use of Conspiracy in Fraud Prosecutions</i> |



ERIC GARCETTI
MAYOR

August 13, 2014

Mr. Leonard Shaffer

Dear Mr. Shaffer:

I am pleased to inform you that I hereby reappoint you to the Board of Neighborhood Commissioners for the term ending June 30, 2019. 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 Cary Gross in my Office at (213) 978-0621 to make arrangements for you.

To begin the reappointment 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.

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.

As part of the City Council confirmation process, you will need to meet with Bob Blumenfield, your Councilmember, and Councilmember Bernard C. Parks, the Chair of the Education and Neighborhoods 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

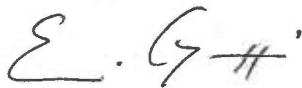
Mr. Leonard Shaffer
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reappointment will be considered by the Education and Neighborhoods Committee. Some time thereafter, you will be notified by the committee clerk when your reappointment will be presented to the full City Council for confirmation. 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 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", with a stylized flourish at the end.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Mr. Leonard Shaffer
August 13, 2014

Nominee Check List

I. 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 email: cary.gross@lacity.org.

- _____ **Remuneration Form**
- _____ **Undated Separation Forms**
- _____ **Background Check Release**
- _____ **Commissioner Information Sheet/Voluntary Statistics**

II. Within 21 days:

File the following forms with the City Ethics Commission. *If you are required to file, you will receive these forms in 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. As soon as possible, the Mayor's Office will schedule a meeting with you and:

- _____ **Your City Councilmember Bob Blumenfield** (contact at (213) 473-7003).
- _____ **Councilmember Bernard C. Parks, Chair of the Council Committee considering your nomination** (contact at (213) 473-7008).

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