



December 15, 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. Corissa Hernandez to the Board of Building and Safety Commissioners for the term ending June 30, 2024.

I certify that in my opinion Ms. Hernandez 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. Hernandez will fill the vacancy created by the departure of Joselyn Geaga Rosenthal.

Sincerely,

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

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Corissa Hernandez
Commission: Board of Building and Safety Commissioners
End of Term: 6/30/2024

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 14 - East LA
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Masters in Education, University of California, Los Angeles
7. **Occupation/profession:** Founder and Financial Educator, Legacy Full Circle Financial and Insurance Services
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
Yap, Nancy	South Valley	2	API	F	6/30/2026
VACANT					6/30/2024
Nunez, Javier	North Valley	7	Latinx	M	6/30/2025
Rosales, Moises	South LA	8	Latinx	M	6/30/2027
Stevens, Jacob	East LA	14	Latinx	M	6/30/2027

Corissa Hernandez

Objective: Dedicated and passionate individual seeking to serve as a Commissioner for the Mayor of Los Angeles in a service-forward role, driven by a strong commitment to my community.

Education:

- Bachelor of Arts in Sociology Cal Poly Pomona, Pomona, CA Graduated: 2003
- Masters in Education UCLA, Los Angeles, CA Graduated: 2006

Professional Experience:

Legacy Full Circle Financial & Insurance Services | Covina, CA Founder & Financial Educator | 2008 - Present

- Established and managed a successful financial brokerage firm dedicated to promoting financial literacy among women, communities of color, and middle-income working families.
- Developed and delivered educational seminars and workshops on topics such as budgeting, investing, retirement planning, and debt management.
- Collaborated with local schools and community organizations to offer financial education programs tailored to the needs of parents and families.

Xelas Craft Beer Bar | Los Angeles, CA Co-Founder | 2018 - Present

- Co-founded and managed a vibrant craft beer and cocktail bar that quickly became a hub for community engagement and cultural events.
- Leveraged strong interpersonal skills to foster a welcoming environment, encourage dialogue, and promote collaboration among patrons.
- Organized community-driven events, fundraisers, and workshops to address social and educational topics of relevance.

Nativo Bar | Los Angeles, CA Co-Founder | 2020 - Present

- Co-created and managed a culturally rich craft cocktail bar that celebrated the heritage of the community.
- Designed and executed events that facilitated open conversations on topics ranging from local history to contemporary social issues, fostering an atmosphere of inclusivity and learning.

Belvedere Middle School, Los Angeles Unified School District | Los Angeles, CA
Middle School Teacher | 2004 - 2008

- Delivered engaging lessons to diverse student populations, fostering an environment of learning and growth.
- Collaborated with fellow educators to develop innovative teaching strategies and improve overall student outcomes.
- Actively engaged with parents to address concerns, provide progress updates, and promote parental involvement in students' education.

Volunteer Experience:

- No Us Without You, Volunteer
- Dolores Mission Church in Boyle Heights, Volunteer
- Homeboy Industries, Volunteer

Recognition:

- Recognized for outstanding contributions to the community with Business Woman and Community Service awards from Congressman Gomez, Senator Durazo, Assemblymember Santiago, and Councilmember of the 14th District De Leon.

Skills:

- Workshop Design and Facilitation
- Financial Education and Literacy
- Community Engagement
- Public Speaking and Presentation
- Event Planning and Coordination
- Cultural Awareness and Sensitivity
- Interpersonal and Communication Skills

Professional Memberships:

- Boyle Heights Chamber of Commerce, Board Member
- Boyle Heights Neighborhood Council, Board Member & Planning and Land Use Chair
- Independent Hospitality Coalition, Board Member
- Small Business Majority, Board Member

Languages:

- Fluent in English and Spanish

References:

Available upon request.



KAREN BASS
MAYOR

December 15, 2023

Dear Ms. Hernandez:

I am pleased to inform you that I hereby appoint you to the Board of Building and Safety Commissioners for the term ending June 30, 2024, 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, Kevin de Leon, your Councilmember, and Councilmember Marqueece Harris-Dawson, the Chair of the Planning and Land Use Management Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Ms. Corissa Hernandez
December 15, 2023
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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 Planning and Land Use Management 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 fluid and cursive, with the first name "Karen" and the last name "Bass" clearly distinguishable.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Corissa Hernandez
December 15, 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 Kevin de Leon
- ☐ Councilmember Marqueece Harris-Dawson, Chair of the Council Committee considering your nomination

IV. Public Meetings at City Hall:

- ☐ Planning and Land Use Management Committee Hearing
- ☐ Full Council Hearing