



December 5, 2024

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

Honorable Members:

Subject to your confirmation, and effective no earlier than January 17, 2025, I have appointed Ms. Yolanda DeLaTorre to the Board of Harbor Commissioners for the term ending June 30, 2025.

I certify that in my opinion Ms. DeLaTorre 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. DeLaTorre will fill the vacancy created by the departure of Michael Muñoz.

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: Yolanda DeLaTorre
Commission: Board of Harbor Commissioners
End of Term: 6/30/2025

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 15 - Harbor
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Master's of Business Administration, University of Phoenix, Gardena, CA
7. **Occupation/profession:** Regional Vice President, YMCA of Metropolitan Los Angeles, Wilmington, CA
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
Pérez, John A.	Central	14	Latinx	M	6/30/2029
Roybal-Allard, Lucille	Central	14	Latinx	F	6/30/2028
Williams, Ishmun "Lee"	Harbor	15	African American and Latinx	M	6/30/2026
Munoz, Michael	East LA	14	Latinx	M	6/30/2025
Renwick, Edward	West LA	11	Caucasian	M	6/30/2027

Yolanda DeLaTorre

Regional Vice President

Experienced Regional Vice President with over 29 years of driving fundraising success through collaboration, strategic planning, and relationship building. Skilled in leading board restructuring, organizing successful events, and securing contributions from diverse stakeholders.

Employment History

Regional Vice President

May 1995 - Present

YMCA Of Metropolitan Los Angeles • Wilmington CA

- Collaborated with center boards and key volunteers to develop and implement project-specific plans to achieve annual campaign goals, demonstrating strategic planning and campaign management.
- Consistent year after year fundraising growth demonstrated by increase giving specifically in major gifts.
- Elevated the Y's mission and vision in community to be one of the leading nonprofits in the Wilmington Community
- Scheduled, prepared, and led committee meetings with local board of managers and key stakeholders to develop and finalize cases for support, showcasing excellent organizational skills.
- Developed strategic cultivation and solicitation plans and crafted successful personal proposals, utilizing strategic planning and campaign management skills.
- Organized and engaged in early cultivation and solicitation events and one-on-one meetings with key stakeholders from corporate partners, community nonprofits, and local government offices, enhancing donor relations and stewardship.
- Achieved monthly, quarterly, and yearly fundraising goals through effective strategic planning and campaign management.
- Established and cultivated partnership relationships in alignment with funders and collaborators to secure individual, corporate, and foundation contributions, highlighting the ability to build and maintain strong relationships with colleagues and prospects.
- Built and maintained strong collaborative working relationships with organizations (Chamber of Commerce, Rotary, local community clinics, credit union), municipalities (City, County, Assembly, Senate, Congress), and other institutions with similar values, vision, and mission, demonstrating leadership and team empowerment.
- Worked closely with board of managers and key staff leaders to develop and implement annual support campaigns and special events such as golf tournaments, 5ks, and annual giving, showcasing event planning and management.
- Collaborated with board members to create and execute major gift fundraising strategies, including donor relations and stewardship and cultivation.
- Oversaw business development initiatives to expand organizational impact and reach within the community.
- Enhanced customer service strategies to improve stakeholder engagement and satisfaction.
- Support San Pedro's Executive Director, helped secure a \$20k donation from local refinery, in the process of securing board seat
- Supervised a team of 5 staff leads, 3 regionals and provided support as line officer to one executive director

Regional Executive Director for Wilmington and Gardena-Carson

May 2021 - Dec 2023

YMCA of Metro LA • Gardena, CA

- Restructured the board of managers by recruiting new board members that aligned with the mission of the Y and helped in identifying new sources of funding as well as prospect board members, demonstrating strong implementation skills and strategic planning and campaign management.

- Developed and stewarded a portfolio of relationships from the corporate community to continue providing funding, showcasing donor relations and stewardship and communication and persuasion.
- Successfully identified a key title sponsored for the golf tournament whose involvement resulted in a significant net gain for three consecutive years, netting over \$100K, largest amount in center's history.
- Established and cultivated partnership relationships and aligned them with funders and collaborators in order to secure individual, corporate, and foundation contributions, emphasizing prospect pipeline development and ability to build and maintain strong relationships with colleagues, and prospects.
- Aligned the center to continue successful fundraising goals, employing strategic planning and campaign management and excellent organizational skills.
- Hired a new executive director that aligned with the mission and vision of the center, reflecting leadership and team empowerment.

Executive Director

Apr 2002 - Jan 2021

Wilmington YMCA • Wilmington, CA

- Recruited a board of 16 members to fundraise for program center expansion and official branch recognition
- Led two successful Capital Campaigns, raising \$1.5 million in 2015 and \$5.4 million in 2013
- Managed operations of the YMCA and initiated partnership with local schools for Safety Around Water program fully funded by a local partner.
- Partnered with local business to adopt Youth and Government program, increasing funding and organizing successful golf tournament, netting over \$100K

Skills

Excellent Organizational Skills Ability to build and maintain strong relationships with colleagues, and prospects

Strong Implementation skills Strategic Planning and Campaign Management Donor Relations and Stewardship

Communication and Persuasion Leadership and Team Empowerment Event Planning and Management

Prospect Pipeline Development

Education

Master's Business Administration (Business)

Aug 2015 - Jun 2018

University of Phoenix • Gardena, CA

GPA: 3.8

Bachelor's Human Services

Sep 2000 - Dec 2004

Springfield College • Los Angeles

Languages

Bilingual Proficiency in Spanish Written and Spoken

Recognitions

- Wilmington Chamber of Commerce recognized the Wilmington YMCA as non profit of the year, 2017
- Wilmington Chamber of Commerce recognition as Woman of the year in 2019 and 2021
- Regional Hispanic Chamber of Commerce recognition as Community Leader in 2019



KAREN BASS
MAYOR

December 5, 2024

Dear Ms. DeLaTorre:

I am pleased to inform you that I hereby appoint you to the Board of Harbor Commissioners for the term ending June 30, 2025, 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 Samantha Rodriguez at the City Ethics Commission by email at samantha.rodriguez@lacity.org.

As part of the appointment process, Tim McOsker, your Councilmember, and Councilmember Traci Park, the Chair of the Trade, Travel, and Tourism Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Ms. Yolanda DeLaTorre
December 5, 2024
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 Trade, Travel, and Tourism 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. Yolanda DeLaTorre
December 5, 2024

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 Tim McOsker
- ☐ Councilmember Traci Park, Chair of the Council Committee considering your nomination

IV. Public Meetings at City Hall:

- ☐ Trade, Travel, and Tourism Committee Hearing
- ☐ Full Council Hearing