



KAREN BASS  
MAYOR

March 16, 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. Candice Cho to the Board of Human Relations Commissioners for the term ending June 30, 2024. Ms. Cho will fill the vacancy created by Ysabel Jurado, who has resigned.

I certify that in my opinion Ms. Cho 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:** Candice Cho  
**Commission:** Board of Human Relations Commissioners  
**End of Term:** 6/30/2024

### Appointee Information

1. **Race:** API
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 10 - Central
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** J.D., Columbia Law School, Master of Public Policy, Georgetown University, B.A., Harvard University
7. **Occupation/profession:** Managing Director of Policy and Counsel, AAPI Equity Alliance
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):**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Dela Cruz-Viesca, Melany	South Valley	4	Asian Pacific Islander	F	30-Jun-24
Khalsa, Nirinjan S.	West LA	5	Other	M	30-Jun-24
Morgan-Greene, Courtney	South LA	10	African American	F	30-Jun-24
Solis-Moreno, Angelica	East LA	14	Latina	F	30-Jun-23
Roman-Taylorson, Maria	Central	1	Latinx	F	30-Jun-24
Russell, Rosa	South LA	10	African American	F	30-Jun-24
Twilley, Stacy	Central	4	Caucasian	F	30-Jun-22
Tovar, Irene	North Valley	7	Latina	F	30-Jun-22
Khatchadorian, Herpsima	North Valley	7	Caucasian	F	30-Jun-22
Wirtschafter, Brooke	South Valley	3	Caucasian	F	30-Jun-25
Jurado, Ysabel	West LA	5	API	F	30-Jun-24

# CANDICE CHO



Policymaker, lawyer, and senior manager with over a dozen years of high-level experience in government and nonprofit sector successfully leading systems-level change within organizations and at local, state, and federal levels

## **EXPERIENCE**

### **AAPI EQUITY ALLIANCE, CO-FOUNDING PARTNER OF STOP AAPI HATE, Los Angeles, CA, 2021-now** *Managing Director of Policy and Counsel*

Lead local civic engagement efforts for AAPI Equity Alliance and creation of data-based policy for Stop AAPI Hate coalition, foremost aggregator of self-reported hate incidents against Asian Americans and Pacific Islanders (AAPIs) nationwide

- Led engagement of AAPI communities during 2021 redistricting cycle and testified before city, county, and state redistricting commissions
- Launched inaugural [AAPI Resume Bank](#) and supervised launch of [LA County teach-in series](#) to increase AAPI representation in, and understanding of, local government
- Led development of No Place for Hate California ([policy memorandum](#), [campaign website](#)), first-in-the-nation public policy solutions to address the verbal harassment of AAPIs, Black and Latinx women, LGBTQ+ and other vulnerable communities in public spaces, resulting in two bills signed into law in the state
- Lead team developing landmark nationwide survey and report on AAPIs and civil rights
- Research, draft, and advocate for legislation to address anti-AAPI racism
- Advise U.S. Department of Justice, California Civil Rights Department, and other federal, state, and local government partners on policy initiatives impacting AAPIs
- Provide policy direction and strategy to coalition leadership and across internal teams
- Recruit, hire, and manage two staff, two interns, consultant, and five pro bono teams
- Speak before corporate, university, government, and media audiences

### **NEW YORK CITY LAW DEPARTMENT, New York, NY, 2012-2020**

#### *Deputy Chief of Staff*

Advised Mayor-appointed Corporation Counsel Zachary Carter and executive leadership team in developing city's legal and policy positions and managing agency with 1,900 attorneys and support professionals and \$250 million budget

- Served as city's chief legal advisor on immigration, managing multi-year and interagency strategic efforts to protect immigrant New Yorkers during the Trump Administration, including sanctuary city laws and impact litigation
- Co-managed executive-level team of six advancing DEI initiatives within office
- Supported Press Secretary in executing public relations strategy for cases before U.S. Supreme Court
- Managed honors fellowship program for recent graduates, including hiring and supervising fellows

- Advised Mayor's Office, agency heads, and agency general counsels
- Developed partnerships with law firms, law schools, and local jurisdictions
- Lectured on local government and immigration at law schools

#### *Assistant Corporation Counsel, Legal Counsel Division*

Advised Mayor's Office and city officials and agencies across two mayoral administrations on legal issues with policy initiatives ranging from affordable housing to tobacco regulation

- Drafted, reviewed, and negotiated city and state legislation
- Served as member of Diversity Committee recruiting underrepresented communities

#### *Corporation Counsel Honors Fellow*

Selected from more than 400 candidates to assist Corporation Counsel Michael Cardozo on special projects while representing city in trial and appellate litigation

### **NEW YORK CITY CHARTER REVISION COMMISSION, New York, NY, 2018**

#### *Chief of Staff and Special Counsel*

Supported Mayor-appointed Executive Director in reviewing city's constitution, conducting extensive public outreach and engagement process, and proposing amendments to increase democratic participation in city government, all of which were approved by voters into law

- Managed team of twenty, including determining workflow, deadlines, and staffing and handling procurement and other operational needs
- Conducted stakeholder outreach, developed charter amendments related to civic engagement and community boards, and drafted excerpts of reports ([preliminary staff report](#), [final commission report](#))

### **U.S. SENATOR RICHARD J. DURBIN, Washington, DC, 2006-2009**

#### *Legislative Assistant*

Developed and advanced Senator's legislative priorities in food safety, consumer product safety, disaster relief, and telecommunications

- Drafted bills, amendments, floor statements, and letters to federal agencies
- Conducted outreach to White House, federal agencies, stakeholders, and constituents
- Staffed Senator at meetings with Cabinet Secretaries and agency heads and briefed Senator before media events

#### *Legislative Correspondent*

Responded to constituent mail on health policy and nutrition

### **BAR ADMISSIONS – California, New York**

**EDUCATION** – Columbia Law School, Juris Doctor; Georgetown University, Master of Public Policy; Harvard College, Bachelor of Arts

**INTERESTS** – Cycling (completed five century rides and cycle-toured New Zealand, Scotland, Austria, and New York State), running (completed 12 marathons and five ultramarathons), memorizing poetry



KAREN BASS  
MAYOR

March 16, 2023

Dear Ms. Cho:

I am pleased to inform you that I hereby appoint you to the Board of Human Relations Commissioners for the term ending June 30, 2024, subject to confirmation by the City Council. 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. Candice Cho  
March 16, 2023  
Page 2

As part of the City Council confirmation process, meetings will be offered to Heather Hutt, your Councilmember, and Councilmember Hugo Soto-Martinez, the Chair of the Civil Rights, Equity, Immigration, Aging, and Disability 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 Civil Rights, Equity, Immigration, Aging, and Disability 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.

Per the Charter, 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. Candice Cho  
March 16, 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 Hugo Soto-Martinez, Chair of the Council Committee considering your nomination