



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 Mr. Luis Vasquez to the Commission for Community and Family Services for the term ending June 30, 2024. Mr. Vasquez will fill the vacancy created by Ingrid Estrada, whom I removed effective May 5, 2023 or at the time Ms. Estrada's successor is confirmed by the City Council.

I certify that in my opinion Mr. Vasquez is qualified for the work that will devolve upon him, 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: Luis Vasquez
Commission: Commission for Community and Family Services
End of Term: 6/30/2024

Appointee Information

1. **Race:** Latinx
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 8 - South Valley
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** B.A., Mass Communication (Advertising and Public Relations), California State Los Angeles
7. **Occupation/profession:** Senior Vice-President, Executive Leadership, Brotherhood Crusade, Los Angeles
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):**

Professional Summary: Luis Vasquez is an executive with more than 15 years of leadership experience in all aspects of operations, including team building and talent management, leading complex and diverse organizations. In his former role at Brotherhood Crusade, his focus was on scaling up interventions in inner city youth development and closing the gap in education. Luis is passionate about the work he does and enjoys being a leader and a mentor to those he manages. He has program development, proposal development and grant implementation experience, which includes managing federal and state grants and coordinating large and complex proposals. In these positions, he has managed external partnerships with clients and subcontractors, and has provided internal cross-discipline support in coordination with relevant departments, such as programs, human resources, and finance.

Skills:

- | | | |
|------------------------|----------------------------------|-----------------------------|
| • Operation Management | • Cultural Improvement | • Risk Mitigation |
| • Project Management | • Knowledge of emotional, mental | • Strategic Planning |
| • Security Clearance | disorders and trauma sensitive | • Executive Team Management |
| • Fluent in Spanish | techniques. | |

EXPERIENCE

Brotherhood Crusade - Los Angeles, CA

2021-2022

Senior Vice-President- Executive Leadership

- Establish the strategic vision, as well as deliver strategic direction and oversight to the Trauma Informed Youth Development and Career Development Programs.
- Drive the organization's mission by assessing and addressing program needs through new programming, proposed improvements, outreach activities, strategic partnerships, and funding strategies.
- Engage in strategic planning with a focus on growth, long-term sustainability, and successful outcomes.
- Oversaw a 3 million dollar budget from various funding sources.
- Completed all annual and quarterly reporting requirements, grant writing, and grant reports.
- Cultivated value-added relationships and collaboration by liaising with funders and community partners.
- Ensured productive and effective staff performance by providing supervisory leadership, guidance, feedback, and opportunities for professional development.
- Lead instruction of approved curriculum to ensure formerly incarcerated individuals successfully transition into the community and navigated university life

arc - Los Angeles, CA

2019-2021

Deputy Director – Executive Leadership

- Provide oversight for 10 million dollars budget to serve 10,000 youth daily across 16 school districts in Los Angeles and San Diego counties including creating a new and extensive inventory system to track all equipment/material/budgets
- Manage a team of 6 full time staff and 30-40 part-time staff creating new systems and process to align weekly/monthly/quarterly/ yearly goals and successfully rolling out new programming to 84 different schools/partners/stakeholders
- Increased revenue by 120% within the first quarter of taking over as department head
- Served as Chair of Distance Learning Committee

Up2Us Sports - Los Angeles, CA

2015-2019

Program Director (10/2017-11/2019)

- Managed innovative program recruiting and training military veterans to serve as coaches in afterschool youth sports organizations ultimately increasing enrollment and retention from 30% and 20% to 70% and 90% over three years
- Manage wide range of stakeholders including 90 AmeriCorps Members, 20 managers, and 25 partnerships with leading

organizations such as Woodcraft Rangers, America Scores LA and the Los Angeles Dodgers Foundation

- Create and implement process around recruitment, including individualized timelines, assess/identify potential bottlenecks in each project/program process to achieve goals within specific timeframes
- Built new partnerships with 9 professional sports teams in Los Angeles and managed operations and program budget of composed of government, corporate, foundation and individual dollars of \$2.5 million annually

Program Manager (06/2015-10/2017)

- Manage all aspects of veteran recruitment including building partnerships with local organizations such as Bob Hope Patriotic Hall, The Mission Continues and Merging Vets and Players to source high quality candidates
- Support coaches throughout their service term providing individualized mentorship support to member coaches and tools to partner programs to effectively manage transitional veterans including those experiencing PTSD
- Improved operational efficiency by decreasing time to hire from 3 weeks to 4 days (73% decrease) by creating a streamlined one-day event where cohorts of coaches were interviewed, completed paperwork, and subsequently received background checks
- Collaborate with Up2Us Sports Marketing team on implementing national and local campaigns for brand awareness and fundraising.

Holding Hands Inc - Burbank, CA

2012-2016

Behavioral Therapist

- Apply behavioral principles consistently in all interactions with clients with a focus on implementing Individualized Treatment Plans (ITPs) under the direction of the behavior analysts/consultants helping clients to acquire language, academic, self-help, and social skills
- Familiar in implementing ABA (applied Behavior Analysis) treatment for clients in clinic, home, and school settings
- Submit compliance reports, lead data collection strategies serve records, and report the condition and behavior of the client; Observe records, and report the condition and behavior of the clients, including maintaining daily records
- Developed and implemented appropriate treatment programs based on diagnosis
- Worked with families to determine the progress of patients and possible program adjustments

The United States Navy - San Diego, CA

2005-2017

Aviation Ordnancemen- 2nd Class Petty Officer

- Expertly provided professional guidance, coordination assistance, and advice to the commander of the Weapons Department on all projects involving future development of department and control technologies across all divisions.
- Meticulously coordinated and scheduled all events for an aircraft carrier through multiple at sea evolutions, combat deployment and major maintenance period. Led 90 military personnel in the operation of shipboard weapons systems, radar, and sensors providing exceptional ship defense and air traffic control
- Augment the Navy's Combat Logistics Force ships with fully trained and certified personnel in support of naval task forces and multinational task force operations
- Served as training officer for 3,200 service members aboard the command.
- Sexual Assault Preventive and Response Victim Advocate for 1800 members NOSC Los Angeles; Funeral Honors for Southern California Veterans

EDUCATION

California State Los Angeles - Los Angeles, CA

2012

Bachelor of Arts Degree- Mass Communication (Advertising and Public Relations)

BOARD MEMBERSHIPS

America Scores Development Board	Culver City, CA	Southern California Leadership Network	Los Angeles, CA
Rainbow Labs Board Member	Los Angeles, CA	Wilson High School Alumni Board	Los Angeles, CA
Street Soccer USA Board Member	Los Angeles, CA	Young Non-profit Professionals	Los Angeles, CA
A World Fit for Kids Board Member	Los Angeles, CA	Promise Zone- Safety working group	Los Angeles, CA
District 14 Neighborhood Council	El Sereno, CA		



KAREN BASS
MAYOR

March 21, 2023

Dear Mr. Vasquez:

I am pleased to inform you that I hereby appoint you to the Commission for Community and Family Services 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, 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.

Mr. Luis Vasquez
March 21, 2023
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As part of the City Council confirmation process, meetings will be offered to Marqueece Harris-Dawson, your Councilmember, and Councilmember Curren Price, the Chair of the Economic and Community Development 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 Economic and Community Development 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 City 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
Mr. Luis Vasquez
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 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 Marqueece Harris-Dawson

_____ Councilmember Curren Price, Chair of the Council Committee considering your nomination