



KAREN BASS
MAYOR

April 25, 2025

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Bianca Gervacio to the Police Permit Review Panel for the term ending June 30, 2025, and for the subsequent term ending June 30, 2030.

I certify that in my opinion Ms. Gervacio 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. Gervacio will fill the vacancy created by the departure of Omar Gonzales.

Sincerely,

A handwritten signature in black ink that reads "Karen Bass".

KAREN BASS
Mayor

KB:lap

Attachment

COMMISSION APPOINTMENT FORM

Name: Bianca Gervacio
Commission: Police Permit Review Panel
End of Term: 6/30/2025 and 6/30/2030

Appointee Information

1. **Race:** API
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 5 - Central
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Master of Arts in Education, Loyola Marymount University
7. **Occupation/profession:** Vice President, Diversity, Equity, and Inclusion, Lionsgate
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
VACANT					6/30/2025
Lippe, Gregory	South Valley	3	Caucasian	M	6/30/2029
Hopkins, Joella	Central	14	Latinx	F	6/30/2029
Islam, Maruf	Central	10	API	M	6/30/2028
Duckett, Ryan	Central	13	African American	M	6/30/2027
Mims, Charley	Central	4	Caucasian	M	6/30/2027
VACANT					6/30/2026

PROFESSIONAL EXPERIENCE

Vice President, Diversity, Equity, and Inclusion (Building Strategic Studio Partnerships at Scale)	May 2023-Present
Director, Diversity, Equity, and Inclusion (Streamlining Operations During Rapid Growth)	May 2022-May 2023
Manager, Diversity, Equity, and Inclusion (Executing Complex Partner Integration Strategies)	December 2020-May 2022
Lionsgate Santa Monica, CA	
<ul style="list-style-type: none">Built and maintained partnerships with 30+ industry organizations (Sundance Institute, Academy GOLD, California Film Commission, Cal State University Entertainment Alliance, and Hollywood Radio & Television Society Foundation), ensuring long-term alignment and successful program executionSpearheaded enterprise-wide strategic initiatives, including Lionsgate's Production Accounting Special Topics Course with Cal State University Entertainment Alliance, resulting in new talent pipeline and enhanced brand visibilityOperationalized new Supplier Diversity Program through the creation of external website and training material for critical buyers across the company, increasing diverse spend by \$2 million within first two quartersLed implementation of company-wide initiatives, such as a women's executive leadership program and emerging talent program, reaching 1,500+ employees to attract and retain top talent during period of rapid organizational changeDesigned and executed scalable training programs on cross-functional collaboration and leveraging diverse perspectives to drive innovation, achieving 95% adoption rate within a two-month period, including specialized sessions for senior executivesCreated structure for sustainable employee engagement programs resulting in 121 employee-led events annually and 83% satisfaction rate to address the needs of diverse stakeholdersStrategically advised STARZ's external accelerator programs to support underrepresented creative talent including screenwriters, directors and producers with the following strategic partners: Alliance of Women Directors, New FilmMakers LA, Coalition of Asian Pacifics in Entertainment (CAPE), National Association of Independent Latino Producers (NALIP), Inevitable Foundation, and Veterans in Media & EntertainmentOrchestrated product, marketing, and creative teams to launch social media initiatives reaching 1.1M global followersDeveloped and implemented metrics-driven frameworks to measure program success and drive continuous improvement	
Managing Director, Collective Leadership and Engagement (Scaling Global Training Programs)	October 2019-December 2020
Senior Director, Impact in Schools (Building and Managing Strategic Partnerships)	June 2018-October 2019
Director, Impact in Schools (Optimized Program Efficiency and Operations)	June 2016-June 2018
Manager, Leadership Development (Collaborate with External Stakeholders)	June 2013-June 2016
Teach For America Los Angeles, CA	
<ul style="list-style-type: none">Scaled operations across 200+ stakeholders across national offices while managing complex program requirementsLed global strategic initiatives across Philippines, Malaysia, Mexico, and Nepal marketsDesigned and executed change management strategies, achieving 57% increase in user satisfaction across national offices	
Part-Time Faculty Member (Accessibility and Engagement for Diverse Stakeholders)	August 2014-December 2021
Loyola Marymount University Los Angeles, CA	
<ul style="list-style-type: none">Designed and executed scalable training programs, achieving 95% effectiveness rating through application of adult learning theories, group facilitation best practices, and individualized learning opportunitiesImplemented user feedback systems to continuously improve program deliveryBuilt engagement frameworks that increased participant retention	
Resource Specialist Teacher (Assessment and Data-Driven Instruction)	August 2011 – June 2013
William and Carol Ouchi High School Los Angeles, CA	
<ul style="list-style-type: none">Designed and implemented scalable learning frameworks achieving 100% graduation success rate through data-driven methodology and user-centric approachBuilt and managed strategic partnerships with 12 stakeholders to execute collaborative programs, utilizing Universal Design principles to ensure accessibility and engagement across diverse user groups	

EDUCATION AND SKILLS

Loyola Marymount University
University of California, Berkeley

M.A. in Education, Awards: Kappa Delta Pi
B.A. in Public Health with Honors, Minor in Global Poverty and Practice

Skills/Certifications: Coach Diversity Certified Professional Diversity Coach (issued December 2022), Society for Human Resource Management (SHRM) Senior Certified Professional (Issued December 2021), Google #IamRemarkable Trainer



April 25, 2025

Dear Ms. Gervacio:

I am pleased to inform you that I hereby appoint you to the Police Permit Review Panel for the term ending June 30, 2025, and for the subsequent term ending June 30, 2030, 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 e-Disclosure 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, Katy Yaroslavsky, your Councilmember, and Councilmember John Lee, the Chair of the Public Safety Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Ms. Bianca Gervacio
April 25, 2025
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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 Public Safety 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 last name "Bass" clearly distinguishable.

KAREN BASS
Mayor

KB:lap

Attachment I
Ms. Bianca Gervacio
April 25, 2025

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: Luz Portillo
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 Katy Yaroslavsky
- ☐ Councilmember John Lee, Chair of the Council Committee considering your nomination

IV. Public Meetings at City Hall:

- ☐ Public Safety Committee Hearing
- ☐ Full Council Hearing