



April 18, 2024

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Martina Diaz to the City Planning Commission for the term ending June 30, 2028.

I certify that in my opinion Ms. Diaz 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. Diaz will fill the vacancy created by the departure of Juan Aquino.

Sincerely,

A handwritten signature in black ink that reads "Karen Bass". The signature is written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Martina Diaz
Commission: City Planning Commission
End of Term: 6/30/2028

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 7 - North Valley
4. **Are you a registered voter in the City of Los Angeles?** Yes
5. **Prior commission experience:** North Valley Area Planning Commission
6. **Highest level of education completed:** M.P.A., California State University, Northridge
7. **Occupation/profession:** Air Resources Supervisor II, California Air Resources Board, Citations Registration and Enforcement Branch, Enforcement Division
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
Lawshe, Monique	Central	4	African American	F	6/30/2024
Choe, Caroline	North Valley	7	API	F	6/30/2026
Gold, Ilissa	Central	5	Caucasian	F	6/30/2027
Diaz, Martina "Tina" (pending ccl)	North Valley	7	Latinx	F	6/30/2028
Mack, Karen	Central	4	African American	M	6/30/2025
Newhouse, Michael	West LA	11	Caucasian	M	6/30/2024
Zamora, Elizabeth	South LA	10	Latinx	F	6/30/2028
Cabildo, Maria	East LA	14	Latinx	F	6/30/2025
Noonan, Jacob	East LA	14	Caucasian	M	6/30/2027

EXECUTIVE SUMMARY

Innovative, detailed oriented, dedicated problem solver. Known for cultivating a culture that fosters team building, creativity and innovation.

PROFESSIONAL EXPERIENCE

Air Resources Supervisor II – California Air Resources Board – Citations Registration and Enforcement Branch – Enforcement Division 2020-Pres.

- ***Second level manager – responsible for a Team of 37 staff including 1st line managers***
- ***Responsible for day to day operations of the branch including:***
 - ***Regulation development of the Heavy Duty Inspection and Maintenance Program***
 - ***Implementation of the Cargo Tank Vapor Recovery Program***
 - ***Implementation of the Statewide Portable Equipment Registration Program***
 - ***Implementation of the Citations Processing Section***
 - ***Stakeholder Engagement and Air District and multi-Agency engagement***
 - ***Member of Diversity and Racial Equity Task Force***

Air Resources Supervisor I – CARB/Incentive and Technology Assessment Branch – Mobile Source Control Division 2018-2020

- ***Directly responsible for managing a team of multi-disciplinary staff comprised of Air Pollution Specialists, Air Resource Engineers and Air Resource Technicians***
- ***Managed multi-million dollar of Community Air and Carl Moyer state incentive funding***
- ***Community Air Protection Policy Development and presentation to Hearing Board***
- ***Executive Office Briefings***

Air Resources Supervisor I – CARB/Enforcement Division-Diesel Program Enforcement Branch - Enforcement Division: 2013-2018

- ***Directly responsible for major and highly complex air pollution enforcement cases***
- ***Responsible for managing a team of 11 multi-disciplinary staff comprised of Aps, AREs, AirTechs and ARFRs***
- ***Prepared Performance Evaluation Reports / Individual Development Plans (IDPs), reviews/approves correspondence***
- ***Conducts enforcement settlement conferences and meetings with other ARB divisions, manufacturers and stakeholders***
- ***Directed and leads enforcement of the Transportable Refrigeration Unit (TRU), the Off-Road Diesel Equipment and the Verified Diesel Emission Control Strategies (VDECS) programs and collaborative enforcement of the Emission Control Label (ECL), Idling, Heavy Duty Diesel Vehicle Inspection Program (HDVIP) and the Periodic Smoke Inspection Program (PSIP)***

**Air Pollution Specialist/Investigator – ARB/Enforcement Division -Vehicle Enforcement
Section/Vehicle, Parts and Consumer Products Enforcement Branch:**

2009-2012

- **Conducted investigations and audits of uncertified vehicles, fleet tampering and off-road recreational vehicles and motorcycles**
- **Negotiated settlements, in conjunction with the Office of Legal Affairs and companies found in violation**
- **Participated in conference calls with Office of Legal Counsel, internal ARB divisions, and US EPA**
- **On a rotating basis, served as acting Section Manager and provided bilingual support.**

Private Sector Senior Project Manager:

2004-2006

Questa Environmental/Los Angeles Unified School District (LAUSD)/New School Construction Program

- **Managed environmental contractors, conducted team meetings, provided field oversight**
- **Negotiated contracts, reviewed/approved the scope of work and cost estimates, reviewed & approved budgets**
- **Participated in internal project team meetings with real estate, planners, community outreach and others. Represented the District with regulatory agencies**
- **Reviewed sampling plans, school project design plans. Prepared status reports for the LAUSD's School Board and conducted public meetings and presented the investigation findings to communities**

Project Management Experience/Inspector:

1991-2004 & 2007-2008

Department of Toxic Substances Control/Enforcement/Permitting/Emergency Response and Brownfields Cleanup Divisions

- **Managed project teams (internally and externally) for site investigation and clean-up actions**
- **Negotiated contracts, developed scope of work and cost estimates for project proponents. Provided environmental guidance & field oversight to school districts and environmental consultants**
- **Conducted trainings for charter school administrators on available funding for charter schools**
- **Negotiated Voluntary Cleanup Agreements with responsible parties and participated in public meetings**
- **Represented the agency in statewide and national conferences related to Brownfields**
- **Participated in Environmental Justice Team**

VOLUNTEER ACTIVITIES:

- **Current Commission Vice President for the City of Los Angeles North Valley Area Planning Commission**
- **Former Board Member with the American Youth Soccer Association North Valley Region (AYSO174)**
- **Former Board Member with Pacoima Beautiful**

AWARDS:

- **Recipient of the ARB's 2015 Silver Team Accomplishment Award**
- **Recipient of the ARB's 2017 Gold Team Accomplishment Award**

REFERENCES: Available upon request



KAREN BASS
MAYOR

April 18, 2024

Dear Ms. Diaz:

I am pleased to inform you that I hereby appoint you to the City Planning Commission for the term ending June 30, 2028, 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, Monica Rodriguez, 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. Martina Diaz
April 18, 2024
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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. Martina Diaz
April 18, 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 Monica Rodriguez
- ☐ 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