



KAREN BASS
MAYOR

February 2, 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. Maria Roman-Taylorson to the Board of Human Relations Commissioners for the term ending June 30, 2024. Ms. Roman-Taylorson will fill the vacancy created by Elmer Roldan, who withdrew from consideration.

I certify that in my opinion Ms. Roman-Taylorson 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: Maria Roman-Taylorson
Commission: Board of Human Relations Commissioners
End of Term: 6/30/2024

Appointee Information

1. **Race:** Latinx
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 1 - Central
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:**
7. **Occupation/profession:** Vice President & Chief Operations Officer, The Translatin@ Coalition
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
Vacant					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

Maria L Roman-Taylorson

Objective

To utilize my expertise in community service and advocacy to continue to make Los Angeles a safe haven for all residents. To also advocate for inclusion of marginalized community in Los Angeles ensuring that issues regarding Transgender Residents are addressed.

Experience

5/1/19- Present

The TransLatin@ Coalition

Los Angeles, CA

Vice President & Chief Operations Officer

- Working in partnership with the President/CEO to create the five-year strategic plan and implement new processes and approaches to achieve it
 - Maintain continuous lines of communication, keeping the CEO informed of all critical issues.
 - Serve as one of the executive leaders of the organization and manages other supervisors within the organization
 - Prepare and submit an annual operational plan and report that aligns with the strategic plan and coordinates with annual organization's operations and budget
 - Analyze the current technology infrastructure and scope out the next level of information technology that support the growth of the organization and programs within the organization
 - Development and implementation of systems for reporting, measurement and evaluation to supporting effectiveness of programs and service delivery
 - Administrative aspects including but not limited to: monthly, quarterly and annual program reports, proposal preparation and granting writing support
 - Provide for all staff a strong day-to-day leadership presence; bridge national and regional operations and support an open-door policy among all staff
 - Instill a human capital development and "coaching" culture within the organization; work in collaboration with CEO to upgrade human resources functions including: training, development, compensation and benefits, employee relations, performance evaluation and recruiting
 - Lead a high performing team to the next level by further developing and implementing recruitment, training, and retention strategies.
 - Ensure that all program activities operate consistently and ethically within the mission and values of the organization.
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10/1/16- 4/30/19

APAIT (Asian Pacific AIDS Intervention Team)

Los Angeles, CA

Housing Specialist

- Assist client with application for housing related services, short-term housing assistance, and permanent housing.
 - Provide information and referrals regarding program and services available to people living with HIV/AIDS.
 - Determine eligibility, calculate income allowances, assets, and rent and perform data entry and/or continued eligibility.
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- Develop relationships with other community agencies in order to facilitate an effective referral system.
 - Remain familiar with current U.S. Department of Housing and Urban Development federal regulations as related to Section 8
 - Work with client case managers and other care providers to ensure appropriate care coordination
 - Facilitate and mediate communications with client and landlord needs.
 - Ability to work overtime and perform duties during weekends, holiday, and evenings when required.
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2/15/13-10/1/16

APAIT (Asian Pacific AIDS Intervention Team)

Los Angeles, CA

Counselor I

- Provide comprehensive drug and alcohol treatment for Transgender women
 - Maintain up-to-date records on client progress
 - Prepare monthly and annual reports
 - Act as a community liaison and appropriately represent agency at approximately 30 community events per year.
 - Network with local community partners and national organizations to bring additional resources for program and organization.
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10/18/15-2/15/13

APAIT (Asian Pacific AIDS Intervention Team)

Los Angeles, CA

CRCS Counselor

- Provide risk reduction counseling for Transgender women
 - Provide HIV and Health Education Services
 - Develop new outreach and group facilitation strategies to maximize program effectiveness while maintaining scope of work compliance
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2004- 2005

Bienestar Human Services

Los Angeles, CA

Program Manager Transgeneros Unidas

- Supervised and train 10 staff members to effectively deliver four HIV Prevention contracts throughout Los Angeles County.
- Curriculum development and adaptation of Interventions to fit monolingual transgender Latina Women
- Develop new outreach and group facilitation strategies to maximize program effectiveness while maintaining scope of work compliance
- Served as a member for internal quality management team, which was in charge of developing quality assurance tools to ensure agency effectiveness in delivery of services
- Act as a community liaison and appropriately represent agency at approximately 30 community events per year.
- Network with local community partners and national organizations to bring additional resources for program and organization.

2003-2004

Bienestar Human Services

Los Angeles, CA

Program Coordinator Transgeneros Unidas

- Develop tracking systems for effective implementation of services to over 400 transgender Latina women in Los Angeles County.
- Assist in preparing monthly and quarterly program reports to keep accurate up to date records and documentation to meet contractual obligations.
- Work with the Program Manager and Evaluation specialist in the development and implementation of community needs assessment and program evaluations.

Bienestar Human Services

2002-2003

Los Angeles, CA

Community Health Specialist

- Worked directly with Program Manager to ensure proper completion outcome measurements.
- Conducted 2 weekly outreach activities at venues frequented by the target population (Transgender Latinas
- Responsible for facilitating curricula based and support groups at different agency sites prepared weekly/monthly/quarterly program reports.

Education

2014-2014

UCLA

Los Angeles, CA

Drug and Alcohol Certificate

1999-2000

Marinello Schools of Beauty

Los Angeles, CA

Cosmetology Certificate

- Current certification by the State of California

1990-1991

Sierra Nevada College

Reno,NV

Medical Assistant Certificate

1986-1989

Elko, High School

Elko,NV

High School Diploma

Additional skills and certifications

Excellent communication skills in English and Spanish
computer literate in Microsoft office, including Power Point, Excel MSWord, Publisher
Expertise in conference and event design and implementation
Some of my personal attributes and leadership qualities include; exceptional team player,
ability to generate and implement viable ideas, able to motivate and develop new activist

and leaders through empowered activism, great listener, quick learner and goal achiever.
Skillful speaker, presenter and trainer. **Seeking Safety Certified**

Certified HIV/Counselor Tester

References are available on request.

Certifications

CADC-CAS

CCAPP Credential #C037460516

Los Angeles, CA



KAREN BASS
MAYOR

February 2, 2023

Dear Ms. Roman-Taylorson:

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. 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.

Ms. Maria Roman-Taylorson
February 2, 2023
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As part of the City Council confirmation process, meetings will be offered to Eunisses Hernandez, 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.

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 written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Maria Roman-Taylorson
February 2, 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 Eunisses Hernandez

_____ Councilmember Hugo Soto-Martinez, Chair of the Council Committee considering your nomination