



KAREN BASS
MAYOR

January 3, 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. Katherine Yeom to the Board of Commissioners on the Status of Women for the term ending June 30, 2024.

I certify that in my opinion Ms. Yeom 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. Yeom will fill the vacancy created by the departure of Dora Quach.

Sincerely,

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

KAREN BASS
Mayor

KB:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Katherine Yeom
Commission: Board of Commissioners on the Status of Women
End of Term: 6/30/2024

Appointee Information

1. **Race:** API
2. **Gender:** Female
3. **Council District and neighborhood of residence:** 10 - South LA
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, Teaching in Single Subject (Social Science), University of Southern California
7. **Occupation/profession:** Development Manager, Deputy Director, Executive Director, Korean American Family Services
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
Danielian, Lucig	Central	4	Caucasian	F	6/30/2027
Grace, Simona	South Valley	4	Caucasian	F	6/30/2024
Rose, Cristina	Central	4	Caucasian	F	6/30/2024
Bernard-Gibson, Erma	Central	10	African American	F	6/30/2027
Mendoza, Jerilyn	North Valley	12	Latinx	F	6/30/2027
VACANT					6/30/2024
Gray, Tracy	Central	14	African American	F	6/30/2027

KATHERINE YEOM

WORK EXPERIENCE

KOREAN AMERICAN FAMILY SERVICES, Los Angeles, CA

Executive Director

July 2020 – Present

Operate non-profit organization with \$6M+ budget, 42+ staff and 50 annual volunteers. Oversee all of organization's programs and services to provide culturally and linguistically responsive services to Korean immigrant families, particularly those struggling with mental health, domestic/family violence, and acculturation stresses. Launched Asian Foster Family Initiative, which operates the only licensed Foster Family Agency in the nation specializing in the needs of Asian Pacific Islander foster children and families. Develop programs and procure funding from government agencies, foundations, corporations, and individual donors. Work closely with board to carry out agency mission, conduct strategic planning, and carry out fundraising.

Deputy Director

October 2016 - Present

Manage all of organization's programs and services to provide culturally and linguistically responsive services to Korean immigrant families, particularly those struggling with mental health, domestic/family violence, and acculturation stresses. Focused on internal management and daily operations, run programs and procure funding from government agencies, foundations, corporations, and carry out fundraising. Work closely with Executive Director and Executive Team to carry out agency mission and helped conduct strategic planning.

Development Manager

February 2015 - Present

Planned and Executed KFAM fundraising events, campaigns, online fundraisers, community events and manage donor administration activities, including drafting donor reports, donor database entry, updates, invitations, thank you notes, and other materials. Oversaw creative production and distribution of regular external materials, develop text and graphics templates, managing interface for website and social media platforms. Worked closely with Executive Management, Department Managers and KFAM board to develop and implement strategies to improve fundraising, organizational visibility and public relations activities.

GYONGI INTERNATIONAL SCHOOL, Paju, South Korea

Foreign Faculty Manager/Senior Adviser/Teacher

August 2013 – August 2014

Managed Foreign Faculty, reviewed foreign language content and curriculum. Counsel High School seniors and juniors applying to Universities and Colleges in the United States and a member of the new student admission selection process. Taught Middle School United States history, Advance Placement United States history, Geometry, English 10 and Language Arts.

KOREAN AMERICAN FAMILY SERVICES, Los Angeles, CA

Child Care Food Program Representative/Manager

October 2009 – July 2013

Managed and monitored 50+ preschool and school aged centers enrolled in the CCF Program in Southern California. Collaborated with the Department of Education, USDA and NSD in enforcing rules and regulations in culturally competent and language needs for center school directors. Responsible for Certification of Enrollment of each center, educating the community about nutrition and health and recruited new centers into the program. Organized annual Civil Rights Compliance Trainings, child abuse and neglect training. Created and developed the Readiness for School Program, preparing

immigrant parents through educational seminars and school visits on the Education system in Los Angeles.

VOLUNTEERS OF AMERICA, Los Angeles, CA

Teacher for Upward Bound Boyle Heights/Senior Advisor

August 2010 – July 2013

Created weekly math lessons, homework for high school students in Algebra I, Geometry, Algebra II, Pre-calculus, Trigonometry, AP Calculus AB and AP Statistics. Constructed science lessons and labs for high school students in Biology and Chemistry. Helped Seniors with their College Application process, Essay writing and applying for FAFSA and scholarships.

AMERICAN HEART ASSOCIATION, Baltimore, Maryland

Special Projects Coordinator Assistant

September 2004 – June 2009

Planned and helped executed fundraising events, planned community outreach and education events. Managed 100+ volunteers for events and created monthly newsletters for donors and community.

VOLUNTEER EXPERIENCE

KOREAN AMERICAN UNITED FOUNDATION, Los Angeles, CA

Board Member and Treasurer

2019 – 2022

Create new bylaws and regulations in the grant making process, restructure and build up the foundation to provide monetary support to local Korean American organizations in Los Angeles.

Korean American Organization, Los Angeles, CA

September 2020 – Present

Board Member

LA City DV Alliance, Los Angeles, CA

September 2020 - 2022

Executive Board Member and Secretary

Provide guidance to LA County on publicly-funded domestic violence programs. Work closely with the Board of Supervisors and Mayor's office to educate the public about DV by plan events throughout the year, develop and update policies around DV and advocate for culturally responsive programs to reach vulnerable and underserved victims of crime in Los Angeles.

EDUCATION

UNIVERSITY OF SOUTHERN CALIFORNIA, *Master of Arts, cum laude*, June 2013

- Major: Teaching in Single Subject (Social Science)

UNIVERSITY OF MARYLAND, *Bachelor of Arts and Bachelor of Science, cum laude*, June 2008

- Major: Biology and History
- Minor: Pre-Med and East Asian Studies

TRAININGS & CERTIFICATIONS

KOREAN AMERICAN FAMILY SERVICES DOMESTIC VIOLENCE

40-Hour Domestic Violence Training

Los Angeles, CA

February 2017

5-week, 40-hour training to meet the state requirements for certification as a Domestic Violence Counselor.

LA COUNTY DEPARTMENT OF MENTAL HEALTH

Mental Health First Aid Certification

Los Angeles, CA

April 2018

2-day skills-based training course to respond to mental health and substance abuse crises.

LANGUAGES

- Korean: Proficient in speaking, reading and writing



KAREN BASS
MAYOR

January 3, 2024

Dear Ms. Yeom:

I am pleased to inform you that I hereby appoint you to the Board of Commissioners on the Status of Women for the term ending June 30, 2024, 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, Heather Hutt, your Councilmember, and Councilmember Hugo Soto-Martinez, the Chair of the Civil Rights, Equity, Immigration, Aging, and Disability Committee, may wish to meet with you to answer any questions they have. Our office will assist with arranging these meetings.

Ms. Katherine Yeom
January 3, 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 Civil Rights, Equity, Immigration, Aging, and Disability 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 written in a cursive, flowing style.

KAREN BASS
Mayor

KB:tga

Attachment I
Ms. Katherine Yeom
January 3, 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 Heather Hutt

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

IV. Public Meetings at City Hall:

- Civil Rights, Equity, Immigration, Aging, and Disability Committee Hearing

- Full Council Hearing