



ERIC GARCETTI
MAYOR

November 6, 2020

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Nahtahna Cabanes to the Police Permit Review Panel for the term ending June 30, 2021. Ms. Cabanes will fill the vacancy created by Renee-Marie Ma, who withdrew from consideration.

I certify that in my opinion Ms. Cabanes is qualified for the work that will devolve upon her, and that I make the appointment solely in the interest of the City.

Sincerely,

ERIC GARCETTI
Mayor

EG:dlg

Attachment

COMMISSION APPOINTMENT FORM

Name: Nahtahna Cabanes
Commission: Police Permit Review Panel
End of Term: 6/30/2021

Appointee Information

- 1. Race/ethnicity:** Caucasian
- 2. Gender:** Female
- 3. Council district and neighborhood of residence:** 4 - South Valley
- 4. Are you a registered voter?** Yes
- 5. Prior commission experience:**
- 6. Highest level of education completed:** M.S.W., University of California, Los Angeles
- 7. Occupation/profession:** V.P. of Strategic Partnerships, L.A. Works, Los Angeles
- 8. Experience(s) that qualifies person for appointment:** See attached resume
- 9. Purpose of this appointment:** Replacement
- 10. Current composition of the commission (excluding appointee):**

Commissioner	APC	CD	Ethnicity	Gender	Term End
Islam, Maruf	Central	10	Asian Pacific Islander	M	30-Jun-23
Kil, William O.	East	14	Asian Pacific Islander	M	30-Jun-24
Gandara, Rocio	East	14	Latina	F	30-Jun-25
Duckett, Ryan	South	10	African-American	M	30-Jun-22
Mims, Charley M.	Central	4	Caucasian	M	30-Jun-22
Yeretsian, Lara	Central	4	Armenian	F	30-Jun-24

Nahtahna Cabanes, M.A., M.S.W.

WORK EXPERIENCE

2016-Present

L.A. Works, Los Angeles CA
V.P. of the Strategic Partnerships
Director of RSVP

- Develop and maintain strategic relationships with Los Angeles change-makers for Los Angeles' largest volunteer network
- Manage requirements, reporting, and renewal of \$1.3 million federal grant from the Corporation for National and Community Service
- Hire and supervise 5 member Retired and Senior Volunteer team that mobilizes 700+ volunteers and works with 100+ nonprofits throughout Los Angeles
- Help to position L.A. Works as the volunteer engine of Los Angeles
- Design and implement professional development training program for 20+ nonprofit coordinators covering topics that lead to improved capacity

2016-2017

Coalition to Abolish Slavery & Trafficking, Los Angeles CA
Health Navigation Consultant
Case Manager

- Provided training to enhance identification and interventions for victims of human trafficking
- Built relationships with, and increase potential referrals from, health care providers who serve victims of human trafficking in Los Angeles County
- Developed and mitigated relationships between law enforcement, clients, case managers, and legal advocates to ensure client needs were met
- Worked with partners to provide seamless coordination of services
- Participated in the design of a youth program model for the Empowerment Program

2013-2015

Court Appointed Special Advocates, Monterey Park CA
Volunteer Recruitment and Outreach Coordinator

- Developed and implemented volunteer recruitment strategies for a volunteer organization that mobilized 400+ long term volunteers in Los Angeles County
- Managed outreach team
- Supervised 100+ volunteers executing outreach in the field
- Designed and maintained evaluation methods to determine success

2012-2013

Los Angeles Mayor's Office of Education, Los Angeles CA
Bohnett Fellow

- Organized and managed community listening sessions, where education policy was discussed among 50 nonprofit leaders
- Analyzed data on program efficacy for Partnership for Los Angeles Schools based on goals of the Partnership compared to CST and API outcomes
- Served as liaison between the Mayor's Office and the 22 Partnership for Los Angeles Schools

2005-2011

New Roads High School, Santa Monica CA

History Instructor

- Instructed students at a socio-economically diverse high school where 50% of the budget was allocated to need-based financial assistance
- Forged connections between parents and students to facilitate academic success
- Lead speaker for yearly 300+ person marketing events in order to promote the mission and vision of the organization

VOLUNTEER EXPERIENCE

2010-Present

Sherman Oaks Community Quad

Police Community Representative

- Established and maintain communication for 200+ neighborhood watch program

2017-2019

City Council District 4

Discretionary Fund Task Force Committee Chair

- Review and provide input on the use of discretionary funds to ensure funds are focused to benefit District 4
- Craft guidelines and policies to distinguish appropriate use of discretionary fund budget

2013-2016

CASA of Los Angeles

Court Appointed Special Advocate

- Advocated for foster youth in dependency and criminal court
- Made recommendations to the court, through court reports, about placement, counseling, and educational services

EDUCATION

Master of Social Welfare - UCLA Luskin School of Public Affairs

Master of Arts - Tufts University

Bachelor of Arts - University of Massachusetts, Boston

ADDITIONAL ACTIVITIES

Ridley Foundation, Director, 2013-Present. Emerge Program, Participant, 2014. UCLA Social Welfare Latino Caucus, Associate Chair, 2013.



November 6, 2020

Dear Ms. Cabanes:

I am pleased to inform you that I hereby appoint you to the Police Permit Review Panel for the term ending June 30, 2021. 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 call Claudia Luna in my office at (213) 978-0621 to make arrangements for you.

To begin the appointment process, please review, sign and return the enclosed Remuneration Form, Undated Separation Forms, Background Check Release and Information Sheet **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 you to be fingerprinted as part of the background check that is done on all potential Commissioners. To do so, please bring this letter to the Background Unit of Employment Services Division, Personnel Department Building, 700 East Temple Street, Room 235, Los Angeles, California 90012. The division phone number is (213) 473-9343. Fingerprints must be taken **within three working days** from the **receipt** of this letter.

Under separate cover 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, 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 at (213) 978-1960.

Ms. Nahtahna Cabanes
November 6, 2020
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As part of the City Council confirmation process, you will need to meet with David Ryu, your Councilmember, and Councilmember Monica Rodriguez, the Chair of the Public Safety 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 Public Safety 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. Claudia Luna will assist you during the confirmation process if you have questions.

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 dark ink, appearing to read 'E. Garcetti', with a horizontal line extending to the right.

ERIC GARCETTI
Mayor

EG:dlg

Attachment I
Ms. Nahtahna Cabanes
November 6, 2020

Nominee Check List

I. Within three days:

- _____ **Get fingerprinted to complete a background check.**
No appointment is necessary. Bring the Mayor's letter to:
Background Unit of Employment Services Division, Personnel
Department Building, 700 East Temple Street, Room 235, Los Angeles,
California 90012. Phone: (213) 473-9343.

II. Within seven days:

Mail or email the following forms to: Claudia Luna, Office of the Mayor, Office of
Legislative and External Affairs, City Hall, 200 N. Spring Street, Los Angeles, CA
90012 or email: Claudia.Luna@lacity.org.

- _____ **Remuneration Form**
_____ **Undated Separation Forms**
_____ **Background Check Release**
_____ **Commissioner Information Sheet/Voluntary Statistics**

III. 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**

IV. As soon as possible, the Mayor's Office will schedule a meeting with you and:

- _____ **Your City Councilmember David Ryu**
_____ **Councilmember Monica Rodriguez, Chair of the Council Committee
considering your nomination.**

Staff in the Mayor's Office will assist you with these arrangements.