



ERIC GARCETTI
MAYOR

July 25, 2022

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Thuy Huynh to the Los Angeles City Employees' Retirement System Board for the term ending June 30, 2027. Ms. Huynh will fill the vacancy created by Sandra Lee, who has resigned.

I certify that in my opinion Ms. Huynh 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:tga

Attachment

COMMISSION APPOINTMENT FORM

Name: Thuy Huynh
Commission: Los Angeles City Employees' Retirement System Board
End of Term: 6/30/2027

Appointee Information

1. **Race/ethnicity:** Asian Pacific Islander
2. **Gender:** Female
3. **Council district and neighborhood of residence:** 5 - West LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** Master in Public Administration, Harvard John F. Kennedy School of Government
7. **Occupation/profession:** Senior Associate Director/Chief of Staff, Community Programs Office, University of California, Los Angeles
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
Vacant					30-Jun-22
Vacant					30-Jun-24
Serrano, Nilza	East LA	14	Latina	F	30-Jun-25
Sohn, Sung Won	Central	4	Asian Pacific Islander	M	30-Jun-26



Thuy T. Huynh
Senior Associate Director/Chief of Staff
UCLA

Thuy currently serves as the Senior Associate Director and Chief of Staff at the UCLA Community Programs Office in the Division of Student Affairs and Campus Life, where she oversees all advising and operations of the department, basic needs and food security services, diversity and equity strategic initiatives, college access and retention efforts, university programs and events, and alumni relations. She is a member of the UCLA Student Affairs Leadership Academy for senior managers in the division.

Prior to her return to UCLA, Thuy worked at the University of Southern California as the Director of Programs and Community Engagement with the Institute of Politics. In that role, Thuy managed all programs ranging from large-scale conferences, electoral debates, and discussion panels on pressing policy and political issues. She also worked to get young people more involved in public service and government.

Thuy received her Bachelor's in Political Science and Psychology at UCLA and Master's in Public Administration at the Harvard John F. Kennedy School of Government. Thuy also participated in the Coro Fellows Program in Public Affairs, a post-graduate leadership training program in Southern California.



ERIC GARCETTI
MAYOR

July 25, 2022

Dear Ms. Huynh:

I am pleased to inform you that I hereby appoint you to the Los Angeles City Employees' Retirement System Board for the term ending June 30, 2027. 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. Thuy Huynh
July 25, 2022
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As part of the City Council confirmation process, meetings will be offered to Paul Koretz, your Councilmember, and Councilmember Paul Koretz, the Chair of the Personnel, Audits, and Animal Welfare 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 Personnel, Audits, and Animal Welfare 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, appearing to read 'E. Garcetti', with a horizontal line extending to the right.

ERIC GARCETTI
Mayor

EG:tga

Attachment I
Ms. Thuy Huynh
July 25, 2022

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 Paul Koretz

_____ Councilmember Paul Koretz, Chair of the Council Committee considering your nomination