



KAREN BASS  
MAYOR

December 15, 2022

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

Honorable Members:

Subject to your confirmation, I have appointed Mr. Laurence Frank to the Board of Neighborhood Commissioners for the term ending June 30, 2026. Mr. Frank will fill the vacancy created by Eli Lipman, who has resigned.

I certify that in my opinion Mr. Frank is qualified for the work that will devolve upon him, 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:** Laurence Frank  
**Commission:** Board of Neighborhood Commissioners  
**End of Term:** June 30, 2026

### Appointee Information

1. **Race:** Caucasian
2. **Gender:** Male
3. **Council district and neighborhood of residence:** 11 - West LA
4. **Are you a registered voter?** Yes
5. **Prior commission experience:**
6. **Highest level of education completed:** UCLA School of Law
7. **Occupation/profession:** Director, Special Projects, UCLA Labor Center
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
Atkinson, Joy	South LA	10	African American	F	30-Jun-25
Darett-Quiroz, Margarita	East LA	1	Latina	F	30-Jun-26
Vacant	West LA				30-Jun-26
Wehbe, Debra "Debbie"	Central LA	4	Caucasian	F	30-Jun-23
Caldivia, Jennifer	North Valley	12	Latinx	F	30-Jun-27
Regalado, Raymond	Harbor	15	Latino	M	30-Jun-24
Shaffer, Leonard	South Valley	3	Caucasian	M	30-Jun-24

## Bio for Laurence “Larry” Frank

Larry Frank grew up in Maine and New York and graduated from St. Lawrence University in 1976 with a degree in Religious Studies. While enrolled at Princeton Theological Seminary he became involved in a cannery strike in Colorado that caused him to redirect his life and move to California to join the UFW. He worked on the staff of the United Farm Workers (UFW), the Amalgamated Clothing & Textiles Workers Union (ACTWU) and the Communication Workers of America (CWA), going on to lead committees and local ballot measures that helped reinvigorate progressive grassroots electoral politics in Los Angeles.

In 1990, Larry graduated from UCLA School of Law and developed a private sentencing practice in the criminal justice arena for ten years continuing to work on electoral and criminal justice policy. He joined the staff of the UCLA Labor Center in 2000 where he worked as a project director and then staff director.

In 2005, he was hired by Mayor Villaraigosa as the Deputy Mayor for Neighborhood and Community Services, hiring and overseeing 25 organizers and responsible for Public Works, the Community Development Department, Neighborhood Empowerment and additional departments. He was also responsible for external Labor relations, workforce development, special projects and ended the Mayor’s two terms as Deputy Chief of Staff.

In 2013, Larry was hired as the President of Los Angeles Trade-Technical College (LATTC), supporting the development of Pathways to Academic, Career & Transfer Success (PACTS) throughout the college and focused on connecting the nine pathways developed to the “good jobs” in LA. Larry was recruited to the District Office in July 2019 to develop district-wide workforce and resource development before retiring in July 2020.

In October 2020, Larry was hired at the UCLA Labor Center as the Capital Campaign Director, working half-time to help raise the now twenty million dollars required to renovate the newly purchased Downtown Labor Center and support the renaming of the building after civil rights and worker rights icon, Rev. James M. Lawson, Jr. This year he led the successful effort to raise \$13 million ongoing to bring Labor Centers to all nine UC campuses. He continues to work on a Labor & Employment History website with geographic markers along with faculty in Labor Studies. He sits on the California Workforce Development Board and lives in Venice, CA with his spouse, Catherine, who together have two sons: Julian (age 29) and Elliot (age 25).



KAREN BASS  
MAYOR

December 15, 2022

Dear Mr. Frank:

I am pleased to inform you that I hereby appoint you to the Board of Neighborhood Commissioners for the term ending June 30, 2026. 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](mailto: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](mailto:nicole.enriquez@lacity.org).

Mr. Laurence Frank  
December 15, 2022  
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As part of the City Council confirmation process, meetings will be offered to Traci Park, your Councilmember, and Councilmember John Lee, the Chair of the Arts, Parks, Health, Education and Neighborhoods 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 Arts, Parks, Health, Education and Neighborhoods 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 fluid and cursive, with the first name "Karen" and the last name "Bass" clearly distinguishable.

KAREN BASS  
Mayor

KB:tga

Attachment I  
Mr. Laurence Frank  
December 15, 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](mailto: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 Traci Park

\_\_\_\_\_ Councilmember John Lee, Chair of the Council Committee considering your nomination