



KAREN BASS  
MAYOR

March 21, 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. Tanisha Saunders to the Los Angeles Homeless Services Authority for the term ending June 30, 2023. Ms. Saunders will fill the vacancy created by Kelvin Sauls, whom I removed effective May 5, 2023 or at the time Mr. Sauls' successor is confirmed by the City Council.

I certify that in my opinion Ms. Saunders 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:** Tanisha Saunders  
**Commission:** Los Angeles Homeless Services Authority  
**End of Term:** 6/30/2023

### Appointee Information

1. **Race:** African American
2. **Gender:** Female
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:** B.S., Child Development, California State University, Dominguez Hills
7. **Occupation/profession:** Resident Manager, Venice Community Housing
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):**

# Tanisha L. Saunders

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## PUBLIC SPEAKING EXPERIENCE

### **Keynote Address**

UCLA CCCP Power 2 The Foster Transfer Conference (2021) • LAPC Commencement Ceremony Student Speaker (2016)

### **Guest Speaker**

NFYI An Afternoon of Learning and Celebration Karen Bass Introduction (2021) • 3FN The Faith Foster Families Network and The Rightway Foundation G.U.I.D.E Mentor Program Orientation (2021) • SOH Woke Moments Podcast: Reflections from South Africa Trip (2020) • CSULB Guardian Scholars Fall Orientation - Co-Presenter with LACOE FYSCP (2019)

• California Foster Youth Education Summit (2019) • Education Writer's Association: Higher Education Seminar (2018)

• MEF 15<sup>th</sup> Annual Father's Day Awards Brunch (2017)

### **Panelist**

SOH Our Vote Our Voice (2022) • UCLA CCCP Power to the transfer Foster Youth Transfer (2022) • 3FN For the Children Foster Care Townhall (2022) • SOH Woke Moments: Faith Matters in Foster Care (2021) • California FYSCP Statewide Coordinator's Meeting (2021)

• Venice Youth Network Black History Month - Black Staff Experience Working in Youth Homeless Industry (2021) • UCLA CCCP Power to the transfer Foster Youth Transfer (2020) • Young Invincibles Medical Debt Among Young People -COVID's Lasting Impact (2020) • Future x Sounds Music, Community and Activism (2020) • LAPC Business Department Monetizing Your Skills (2019) • LACOE Conference Current and Former Foster Youth (2018) • CSU Basic Needs Initiative Conference Student Panel (2018)

### **Moderator**

SOH Woke Moments Podcast: Foster Youth Transforming the Foster Care System (2021) • SOH National Homeless Youth Awareness Month Panel Moderator (2019)

## COMMUNITY ENGAGEMENT, RECOGNITION, & PUBLICATIONS

### **Awards/Honors**

BLAYD Member of the Year (2022) • VCH Employee of the Month (2022) • SPY Employee of the Month (2021) • LA Sparks We Are Women Social Justice Award (2021) • VCH Outstanding Partner (2021) • Westside Coalition SPY Staff Honoree (2019) • CSUDH Watts Rebellion Commemorative Award for Social Justice (2018) • CSUDH Toro Guardian Scholars Achievement Award (2018) • Circle of Change Leadership Outstanding Student Award (2017) • LAPC President's Outstanding Student Award (2016) • Judge Mablean Ephriam Continuing Education Scholar (2016) • Bright Horizons Bright Future Scholar (2016)

### **Publication/Article/Report Features**

Addressing Homelessness and Housing Insecurity in Higher Education: Strategies for Educational Leaders (2019) • LAHSA Report and Recommendations of the Ad Hoc Committee on Black People Experiencing Homelessness (2018)

• Spectrum News In Focus Feature: From Foster Child to Foster Care Advocate (2018) • CSUDH Dominguez Today Magazine Feature: Activism and Engagement (2018) • Teen Vogue Op-Ed: I Was A Foster Child Now I am A Foster Care Activist (2018) • Cosmopolitan Magazine Expose Feature: Women and College Debt (2017) • Pierce College Roundup Newspaper Feature (2016)

## SKILLS & INTERESTS

Microsoft Word • Excel • PowerPoint • Social Media (Facebook, Instagram and LinkedIn) • Communication (Oral and Written) • Conflict Resolution • Problem Solving • Housing First • Restorative Justice • Collaboration • Empowerment • Harm Reduction • Trauma Informed Care • Healing Centered Engagement • Public Speaking • Leadership • Mentoring • Advocacy • Policy • Child Welfare • Capacity Building • Networking • Activism • Community Organizing • Financial Literacy • Independent Living Skills • Self Care • Wellness • Social Justice • Diversity • Equity • Inclusion • Safety

# Tanisha L. Saunders



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## EMPLOYMENT EXPERIENCE

**Venice Community Housing, Venice, CA**

December 2021 – Present

*Resident Manager*

- Partner with Advocacy Committee to advocate for affordable housing retention , development and access
- Perform lease-up/lease-out to new tenants, including all needed documentation
- Rent collection, including follow-up with tenants' payment plans, sending three-day notices to pay or quit, and entering rents into property management software
- Perform regular site work/visits at each assigned property including, but not limited to, collecting and monitoring work orders, tenant communications, general site cleaning, and monthly tenant meetings
- Daily buildings and grounds inspections to maintain curb appeal and resident safety
- Represent VCH and interact with tenants with the intent of solving problems, enforcing house, lease, and parking rules
- Coordinate work orders and other needed maintenance repairs, with the Maintenance Team
- Work with the Housing Authority of the City of Los Angeles on rent and tenant issues in relevant units
- Coordinate with VCH Policy and Programs Department regarding social service needs of tenants, including participation in relevant integrated property management-social service meetings

**Safe Place for Youth, Venice, CA**

February 2019 – November 2021

*Resident Coordinator*

- Lived on site while managing general oversight of the property, cleanliness, safety, crisis responses, and conflict management for the Ashton House within the Roots to Grow Transitional Housing program for Transitional Age Youth experiencing homelessness
- Administered Covid-19 site infection control, including testing, daily house and property inspection
- Utilized housing first, trauma-informed care, harm reduction, positive youth development, restorative justice and low-barrier approaches throughout interactions with program residents
- Coordinated on site programming, meals and services across two housing sites with 20 resident capacity
- Created program reports, presentations and other official program forms
- Ensured adherence to policies and contributed to program sustainability through consistent data entry and documentation
- Established and maintained collaborative relationships among community partners, neighbors and elected officials
- Assisted leadership with hiring, development, and retention of staff members, including formal mentoring 2 staff
- Led direct service housing staff weekly sessions with focus on support, self-care, wellness and anti-burnout
- Chaired Diversity, Equity, and Inclusion (DEI) Committee which served to participate in the decision-making process for organizational culture and direction of SPY

**Los Angeles County Office of Education, Downey, CA**

June 2020 – March 2021

*Foster Youth Voice Representative*

- Co-created and facilitated monthly foster youth Roundtable for current students
- Attended collaborative meetings to share the foster youth perspective
- Upheld the values and mission of LACOE and FYSCP at meetings, trainings and within the community
- Established and maintained collaborative working relationships with committee members, FYSCP staff and community partners
- Assessed how education is engaging foster youth as leaders and made recommendations
- Identified strategies and resources which improve services to foster youth
- Worked successfully as a part of a team to develop and maintain strong working relationships

# Tanisha L. Saunders



**Los Angeles Homeless Services Authority**, Los Angeles, CA

September 2018 – February 2019

*Policy and Legislative Affairs Fellow*

- Researched issue areas related to homelessness, housing, and service programming trends with an emphasis on best practices and relevant regulations/statutes
- Prepared a range of materials regarding pending legislation and policy including resolutions and policy memorandums
- Expanded knowledge of local supportive housing resources, service providers through participation in community and staff meetings
- Contributed child welfare recommendations on groundbreaking report by LAHSA's Ad Hoc Committee on Black People Experiencing Homelessness, which addressed racism as leading cause for disproportionality in population

**Office of Councilwoman Nury Martinez**, Los Angeles, CA

July 2018 - September 2018

*Ready for Women Summer Fellow*

- Collaborated with staff to improve positive outcomes within the district by identifying challenges and possible solutions through effective public policy and community engagement
- Prepared policy recommendations pertaining to issues city wide and within the council district with a focus on education, criminal justice, housing/homelessness, violence against women, and health
- Assisted 10-15 constituents daily in accessing benefits and services through referrals to city departments, public services, and other community resources
- Represented Councilwoman Martinez at meetings, conferences, and various community events
- Established relationships with elected officials, representatives, and staff throughout City Hall and the greater Los Angeles area

**National Foster Youth Institute**, Los Angeles, CA

December 2016 - June 2018

*Youth Organizer*

- Advocated at the local, state, and national level alongside elected officials, community leaders, constituents, and peers for the improvement of the child welfare system
- Identified community resources to support youth with in kind donations such as field trips, clothing, entertainment, food, as well as housing, employment and personal development trainings and opportunities
- Administered needs assessment survey focused on the wellbeing of foster youth to 20 Transitional Age Youth
- Assisted with the recruitment, training, and supervision of 110 current and former foster youth ages 18-30 during residential congressional advocacy program in Washington, D.C.
- Utilized trauma informed practices to rapidly respond to and resolve conflicts and ensure participant safety and adherence to program policies and procedures
- Provided technical support for youth; bi-weekly contact, one-on-one coaching around problem solving, personal sustainability and organizational skills for 15 youth ages 18 to 27

**Torrid**, Northridge, CA

November 2007 - November 2015

*Lead Sales Associate*

- Achieved \$100k sales as highest performing sales associate in the region for 2015
- Assisted management with hiring, development, and retention of new associates

# Tanisha L. Saunders



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## EDUCATION

**California State University, Dominguez Hills**, Carson, CA  
*Bachelor of Science in Child Development* | 3.7 GPA Honors in Major

May 2018

**Los Angeles Pierce Community College**, Woodland Hills, CA  
*Associate of Arts in Child Development* | 3.8 GPA Dean's and President's List  
*Associate of Science in Early Childhood Education*  
*Associate of Arts in Social and Behavioral Science*

June 2016



KAREN BASS  
MAYOR

March 21, 2023

Dear Ms. Saunders:

I am pleased to inform you that I hereby appoint you to the Los Angeles Homeless Services Authority for the term ending June 30, 2023. 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).

Ms. Tanisha Saunders  
March 21, 2023  
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As part of the City Council confirmation process, meetings will be offered to Traci Park, your Councilmember, and Councilmember Nithya Raman, the Chair of the Housing and Homelessness 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 Housing and Homelessness 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.

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  
Ms. Tanisha Saunders  
March 21, 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](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 Nithya Raman, Chair of the Council Committee considering your nomination