



ERIC GARCETTI
MAYOR

October 17, 2016

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

Honorable Members:

Subject to your confirmation, I have appointed Ms. Angelica Solis-Montero to the Human Relations Commission for the term ending June 30, 2018. Ms. Solis-Montero will fill the vacancy created by Leni Boorstin, who has resigned.

I certify that in my opinion Ms. Solis-Montero 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: Angelica Solis-Montero
Commission: Human Relations Commission
End of Term: 6/30/2018

Appointee Information

- 1. Race/ethnicity:** Latina
- 2. Gender:** Female
- 3. Council district and neighborhood of residence:** 14 - East Los Angeles
- 4. Are you a registered voter?** Yes
- 5. Prior commission experience:**
- 6. Highest level of education completed:** Master of Public Policy, University of Southern California.
- 7. Occupation/profession:** Chief Community Development Officer, Youth Policy Institute
- 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
Campos, Daniel	North Valley	7	Latino	M	30-Jun-18
Dela Cruz-Viesca, Melany	South Valley	4	Asian Pacific Islander	F	30-Jun-20
Herr, James	East LA	13	Asian Pacific Islander	M	30-Jun-20
Khalsa, Nirinjan S.	West	5	Other	M	30-Jun-20
Morgan-Greene, Courtney	South LA	10	African American	F	30-Jun-20
Rivera-Salgado, Gaspar	West LA	5	Latino	M	30-Jun-20
Rothman, Mark	Central	10	Caucasian	M	30-Jun-18
Tovar, Irene	North Valley	7	Latina	F	30-Jun-18

Angelica Solis-Montero

Experience

Chief Community Development Officer, Youth Policy Institute

August 2016 – Current

- *Overall Program and Operational Leadership* – Part of the executive leadership team at YPI, main responsibilities include providing oversight for all community development departments in support of the strategic implementation process. Hold the community development teams accountable for the cross coordination for workforce and financial empowerment programs and the successful implementation of program integration in all of the organization's community centers. Utilize results based approach with program directors to ensure programs effectively meet the needs of communities. This includes leading, coaching and developing YPI's high-performing Community Development directors with an emphasis on developing capacity in strategic analysis using the Results Based Accountability framework.
- *Strategic Plan Implementation* - Work collaboratively with organization's leadership to develop the departments' results driven goals and outcomes. This includes overseeing and monitoring program development and implementation, updating departments performance results and indicators, and aligning program goals and strategies with other organizational efforts. Work with staff to plan for integrated model approach of department programs throughout agency.
- *External Relationship and Coalition Building* - Establish and maintain key relationships with elected officials, civic and city leaders, community leaders, media, and philanthropic leaders. Convene official Taskforce meetings and Advisories and build coalitions between diverse communities such as housing developers, chambers of commerce, law enforcement officials, environmental advocates, and others- to gain support for key strategies that lead to improved outcomes for low-income communities. Represent the agency at external partner meetings, gatherings, and conferences to highlight the agency's successes and to build support for the agency's work.
- *Fundraising and Development* – Support the organization's development and fundraising goals for the department by meeting with existing and potential funders and connecting these funders with the development team as needed. Includes researching funding trends that are applicable to department programs and goals.

Director of Community Development, Youth Policy Institute

January 2014 – August 2016

- *Program Development and Implementation* – Provide strategic direction and oversight for three of the organization's White House Neighborhood Revitalization Initiatives and the agency's financial capability programs. This includes addressing affordable housing needs, public safety and crime prevention, and place-based collective impact. In addition, oversee the program development and implementation of asset and wealth building programs that provide financial stability to low-income families within these place-based initiatives and across multiple agency departments and programs. This includes working collaborative with key internal and external stakeholders to identify community needs and assets, develop goals and outcomes that lead to the reduction of poverty, and prioritize implementation of key strategies.



- *Staff Development* – Support and coach department staff to ensure grant and program goals are met and demonstrate successful impact. Build capacity of department staff to become positive ambassadors of the organization and the programs in the department. This includes, providing technical assistance and professional development to staff during monthly department meetings and during one on one coaching sessions. Oversee individual staff work-plans to ensure program outcomes are being met, and any challenges are identified and addressed. Evaluate staff annually and develop program and professional goals.
- *Grant Management* – Monitor and report grant program outcomes in a timely manner. Maintain and cultivate appropriate relationships and communications with funder representatives, including setting agendas for monthly calls, submitting written program updates, and reviewing and submitting official grant reports.
- *Fiscal and budget oversight*- Manage the department budget of more than \$820k annually. Develop budgets for grant proposals in partnership with the development team. Manage staff spending and expenses for program activity to ensure program goals are met and remain fiscally solvent over the life of the grant. Work with finance team to review and manage spending and staff payroll allocations on a regular basis.

Executive Director, Alliance for a Better Community

January 2011 – January 2014

- *Vision and Strategy*- Provided the overall vision and strategic direction for the organization's policy and advocacy work. Led the implementation of the organization's three-year strategic plan. This included evaluating the organization's policy and advocacy initiatives in the areas of education, health, economic development, and civic engagement to ensure that program goals were continually met.
- *Fundraising and Development*- Developed and implemented an organizational fundraising plan with goals that lead to the organization's sustainability. Raised \$1.1 million annually to sustain the organization's mission and vision. Cultivated and maintained relationships with potential and existing funders and organizational ambassadors. □
- *Policy Advocacy*- Monitored and analyzed existing and proposed public policies that impacted ABC's areas of focus and developed strategies for engagement in key work. Worked with Associate Director to ensure that staff work-plans and advocacy strategies were developed in accordance with organization's mission and goals. Led high profile policy advocacy campaigns and acted as the lead representative for the organization publicly through participation in media events, speaking engagements, lectures, high profile meetings, etc. □
- *Public Relations and Communications*- Developed and implemented the organization's media and communications plan to generate public support and awareness of the organization's mission and purpose. Acted as the principal spokesperson for the organization. Generated press releases, opinion editorials, and promoted the organization daily using social media. Spoke to representatives of the media, key stakeholders at conferences, and facilitated discussions amongst policy makers at public meetings. □



- *Fiscal Oversight*- Provided direction and oversight of organization's finances and budgetary spending and reported these monthly to the Board of Directors. Oversaw and managed contractual relationships with vendors and consultants to ensure fiscal prudence as well as delivery of services.

Education

University of Southern California

May 2003

Master of Public Policy (MPP)

University of California, Berkeley

May 2000

Bachelor of Arts (BA), Sociology

Volunteer Work

- Gabriella Charter Schools, Vice-President, Board of Directors: Spring 2013 – Current □
- Latino Jewish Roundtable, Planning Committee Member: Fall 2011 – Current □
- California Association for the Education of Young Children, Board Member: Spring 2009 – Spring 2011 □
- 2004 National Democratic Convention, Boston MA. Spoke to convention audience regarding the importance of afterschool programs and educational funding following speech by former U.S. President Jimmy Carter.

Honors

- 2012 National Fellow, Lead the Way Leadership Institute for Emerging Women of Color Executive Directors at New York University's Wagner Graduate School of Public Service □
- Senate Certificate of Recognition from Senator Richard Alarcon, 20th District □
- City of Los Angeles Certificate of Recognition by Mayor Antonio Villaraigosa □
- Community Advocate Award, Presented by LA City Mayor Antonio Villaraigosa □

Publications

- *The Bottom-Up Approach to Quality Education: How Youth and Parent Organizing Strengthen Linked Learning Pathways to Both College and Career*. 2011 Policy Paper. Contributor. □
- *Maximizing After School Opportunities for English Learners*. 2010. Contributor.
- *Gang Resistance is Program (GRIP): Program Evaluation*. October 2003. Co-Author.



ERIC GARCETTI
MAYOR

October 17, 2016

Ms. Angelica Solis-Montero

Dear Ms. Solis-Montero:

I am pleased to inform you that I hereby appoint you to the Human Relations Commission for the term ending June 30, 2018. 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. Angelica Solis-Montero
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As part of the City Council confirmation process, you will need to meet with Jose Huizar, your Councilmember, and Councilmember Mitch O'Farrell, the Chair of the Arts, Parks and River 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 and River 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

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, fax or email the following forms to: Legislative Coordinator, 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 Jose Huizar** (contact at (213) 473-7014).
- _____ **Councilmember Mitch O'Farrell, Chair of the Council Committee considering your nomination** (contact at (213) 473-7013).

Staff in the Mayor's Office of Legislative and External Affairs will assist you with these arrangements.