

BEFORE THE  
CALIFORNIA CITIZENS REDISTRICTING COMMISSION

In the matter of

Meeting of the  
Finance and Administration Advisory Committee

State Capitol Building

Room 447

Sacramento, California

Thursday, March 17, 2011

1:06 P.M.

Reported by:  
Peter Petty

APPEARANCES

Members Present

Cynthia Dai

Connie Galambos Malloy

Peter Yao

Other Commissioners Present

Gabino T. Aguirre

Angelo Ancheta

Michelle DiGuilio

Jodie Filkins Webber

M. Andre Parvenu

Staff Present

Dan Claypool, Executive Director

Janeece Sargis, Administrative Assistant

Deborah Davis, Budget Officer

Raul Villanueva, Business manager

Christina Shupe, Senior Administrative Assistant

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P R O C E E D I N G S

COMMITTEE MEMBER DAI: All right. We are on the record. And let the record show that -- actually, we are missing Commissioner Ward, but I imagine he will join us shortly.

COMMITTEE MEMBER YAO: He's in the building.

COMMITTEE MEMBER DAI: Okay. So, I'm sure he'll be joining us shortly.

And we're also being joined by Commissioners Aguirre, Ancheta, and DiGuilio as observers. Thank you for joining us.

So, we are on to the very exciting topic of our budget and budget augmentation, and so I'd like to turn that over to Mr. Claypool to tell us the latest in this ever-changing saga.

EXECUTIVE DIRECTOR CLAYPOOL: Well, I brought everybody from the office to actually give this conversation. But, first of all, I should introduce your newest staff person.

And if you choose to make that vote, I'm sure you will, this is Deborah Davis. Deborah was with the State for 31 years. She worked among many different offices, Department of Justice, Department of Insurance, the Secretary of State's Office, Employment Development Department and the State Fire Marshall.

1           She has extensive experience in all facets of  
2 budgeting and that's going to really be important if she  
3 tries to follow what I've done with our budget.

4           COMMITTEE MEMBER DAI: I understand you've been  
5 making a lot of corrections.

6           EXECUTIVE DIRECTOR CLAYPOOL: Minor corrections.

7           So, first of all, I should say that our budget  
8 augmentation letter is in with the Department of Finance,  
9 it's a second one, and with revisions. And we haven't  
10 heard back from them on that way, but they are very busy.

11           It's not an indication that they don't have more  
12 revisions, it's only an indication that they're busy.

13           And now we're moving on to getting in our budget  
14 change proposal, which is also the spring finance letter.  
15 And we are holding that spring finance letter, the  
16 completion of it, until Monday because we're waiting for  
17 the outcome of the selection of the VRA attorney and the  
18 selection of the line-drawer. I don't anticipate that  
19 those selections will impact what we're proposing to the  
20 Department of Finance, but it just seemed prudent to wait  
21 until we knew what the totals were.

22           So, that's the state of the budget change  
23 proposal. Are there any questions?

24           COMMITTEE MEMBER DAI: Well, actually, there have  
25 been some changes since our \$6 million original proposal.

1 I wonder if you, for the benefit of the public, want to  
2 highlight some of those?

3 We are. And at this time we'll go ahead and hand  
4 out the different --

5 COMMITTEE MEMBER DAI: And, Ms. Davis, are you  
6 going to be taking us through this?

7 BUDGET OFFICER DAVIS: Yes, I will.

8 COMMITTEE MEMBER DAI: So, before we begin, can  
9 you just speak a little, say a few words, yourself, about  
10 why you decided to join us in this enterprise?

11 BUDGET OFFICER DAVIS: Well, I've been taking a  
12 look at the redistricting and they had this opportunity, a  
13 one-person budget operation, which I've done several times  
14 in the past, and I thought it was going to be an  
15 interesting -- and we're probably going to go through a  
16 few knot holes, but I've been there before as far as  
17 trying to help a project stay on track, so I thought I had  
18 something to bring.

19 COMMITTEE MEMBER DAI: Excellent. I think we're  
20 going to need every bit of help we can get.

21 BUDGET OFFICER DAVIS: Yes.

22 COMMITTEE MEMBER DAI: So thank you for joining  
23 us.

24 BUDGET OFFICER DAVIS: Thank you.

25 COMMITTEE MEMBER YAO: I'm glad you used the word

1 "interesting". I would have used a slightly different  
2 word.

3 COMMITTEE MEMBER DAI: Well, there's an old  
4 Chinese curse called may you live in interesting times.

5 BUDGET OFFICER DAVIS: Oh. I've been on board  
6 since Monday, so I'm working furiously to get through the  
7 numbers and the whole process, so bear with me.

8 I believe you've seen this spread sheet and it now  
9 has updated numbers. Hopefully, over the next week, or  
10 when we're before you again, I will have a better handle  
11 on the actual numbers that have been put in.

12 COMMITTEE MEMBER DAI: I'm sorry to interrupt.  
13 Mr. Claypool, is this available on the web for the public?

14 EXECUTIVE DIRECTOR CLAYPOOL: We've posted it,  
15 right?

16 BUDGET OFFICER DAVIS: Yes.

17 EXECUTIVE DIRECTOR CLAYPOOL: Yes, it's posted.

18 COMMITTEE MEMBER DAI: Great.

19 BUDGET OFFICER DAVIS: So we're showing the  
20 numbers for 2010-11. Let's see the third column over has  
21 the possible augmentation that we're -- estimate of what  
22 we're planning to propose for the finance letter.

23 Let's see, what else? We've got our staff costs  
24 estimated, the meetings are estimated with the travel.

25 Is there anything in particular that --

1 EXECUTIVE DIRECTOR CLAYPOOL: Probably, and this  
2 is something that Deborah didn't have the opportunity to  
3 really work with because I had already taken a lot out of  
4 this from when we had the original estimate, so it might  
5 be helpful if I just -- for the benefit of everyone, just  
6 kind of ran through what disappeared and how --

7 COMMITTEE MEMBER DAI: That would be great.

8 EXECUTIVE DIRECTOR CLAYPOOL: -- and how we  
9 suddenly got to where we're at.

10 The most important disappearing item, if you go to  
11 the third page and you look at our interagency agreements  
12 and we're still showing the Center for Collaborative  
13 Policy in there, but this was originally about a \$1.2  
14 million venture. I can't remember exactly how much was in  
15 there.

16 But there was 800,000, I think in one year, and  
17 actually six in the other, so it would have been 1.4.

18 And this came about when we removed the  
19 educational outreach portion of it, and then we were  
20 talking about doing the toolkit with them and we had  
21 actually been authorized to move forward on the toolkit.  
22 But we had a very good opportunity to augment our budget  
23 by working with Common Cause on that -- I'm sorry --

24 COMMITTEE MEMBER DAI: RedistrictingCA?

25 EXECUTIVE DIRECTOR CLAYPOOL: I think it must --

1 yeah, RedistrictingCA, I apologize. So we moved forward  
2 with that.

3 And at that time we had a meeting with Susan  
4 Sherry, of the CCP, and she just thought that it would be  
5 better if given the way that we were moving, that they  
6 remove themselves from the project.

7 We left under good terms and we left saying that  
8 if we were going to continue with that particular focus of  
9 using somebody for those services, we would certainly  
10 revisit CCP.

11 Since then, however, we've moved more in the  
12 posture of having staff do that. And I believe that  
13 effort, or that reduction allowed us then to move to a  
14 position where we could be under 3.5 million through  
15 August.

16 Now, Deborah's since pointed out to me, along with  
17 the Department of Finance, that several of the ways that I  
18 did that may not be ways that we can actually do that, but  
19 part of it was deferring some of our contract costs until  
20 after a budget was passed.

21 So that's -- Deborah's been working with our  
22 contacts at Department of Finance because I've just  
23 completely turned it over to her to work with Mr.  
24 Fitzpatrick and Kia Cha to figure out how we can augment  
25 this budget, and then ask for the additional funds, and

1 have it all fall into place as we have what Department of  
2 Finance refers to as a continuing activity.

3 So, we removed -- as you look at this, we removed  
4 all of those contracts. We reduced the Commission travel  
5 by the educational outreach meetings. We reduced the  
6 Commission reimbursements for educational outreach. And  
7 we reduced some of our venue and meeting costs.

8 No, we didn't, I apologize for that. That was  
9 always going to be handled under the subcontract by CCE.  
10 But those were the combination, between the Commission's  
11 travel and the Commission's per diem, and the CCE and CCP  
12 costs that's how we came down to this number.

13 COMMITTEE MEMBER GALAMBOS MALLOY: Okay. Just a  
14 small clarification, so then as I'm reading this, CCP and  
15 CCE, all our engagement with them has now ended?

16 EXECUTIVE DIRECTOR CLAYPOOL: It has. The only  
17 thing we -- and Raul will be talking about this in a  
18 second. The only thing that we have left, I think, is to  
19 finish the last interagency agreement to ensure that  
20 they're paid for the work that they did for us. But we  
21 have no longer involvement -- no more involvement with  
22 them.

23 COMMITTEE MEMBER DAI: Okay. Thank you.

24 COMMITTEE MEMBER YAO: As you identified earlier,  
25 this is really a cash flow type of budget as compared to a

1 commitment budget, as far as the \$3.5 million is  
2 concerned. Is that --

3 BUDGET OFFICER DAVIS: It's a projection.

4 COMMITTEE MEMBER YAO: It's a projection?

5 BUDGET OFFICER DAVIS: Yes.

6 COMMITTEE MEMBER YAO: So if no additional money  
7 comes in are we going to be in trouble?

8 EXECUTIVE DIRECTOR CLAYPOOL: No, there's a way  
9 for us not to be in trouble, but you're going to have to  
10 follow with me on this.

11 We are projecting our meetings out -- if you look  
12 at -- if you look at the first line, we're looking at a  
13 total of 30 -- or, actually, Commissioner per diem is a  
14 good place to look at it, and look at the public input  
15 meetings.

16 We're projecting 38 public input meetings and then  
17 we're also projecting a total of 24 business meetings, and  
18 we're projecting, I think, ten meetings -- where we've  
19 told the contractor to give us ten meetings with him.

20 And then we have funds in that ten-meeting  
21 estimate, and that would be on page 2, I apologize. In  
22 the public hearings, you'll see the line-drawer has an  
23 additional input of hearing sites of up to 20, and  
24 additional meetings with Commissioners up to ten.

25 If -- we will know before we finish our initial

1 sites, we'll know well before then, our initial input  
2 sites, whether or not they've augmented us for the  
3 million. And I still remain absolutely confident that the  
4 million is there for us because we can show a clear need  
5 for it.

6           However, if we were to not get the augmentation,  
7 the next -- the next step is to start cutting back on  
8 meetings. We would reduce the number of public input pre-  
9 hearings, we would probably go -- probably go -- it would  
10 be clearly the Commission's decision, but it would make  
11 sense to go to an eight-region post-hearing plan, rather  
12 than going to another 19.

13           If we subtract out that many meetings and the  
14 Commission costs, and the costs associated with it, we can  
15 be under the 3.5 to finish.

16           Now, when I say to finish, that means that on  
17 September 1<sup>st</sup> you would have no more staff and I don't know  
18 who would complete the post -- the post-map deal.

19           COMMITTEE MEMBER DAI: The report?

20           EXECUTIVE DIRECTOR CLAYPOOL: Well, not  
21 necessarily the report. We'll finish the report and all  
22 the maps, even if we have to pull back the number of  
23 meetings. The part that wouldn't be done will be your  
24 archiving, which is required by law, and the other things  
25 that we'd talked about.

1           COMMITTEE MEMBER DAI: Yeah, and I want to  
2 distinguish between the report that's required to  
3 accompany the maps, with the report that's supposed to  
4 assess the evaluation of the Commission and what needs to  
5 be changed, I mean on that report?

6           EXECUTIVE DIRECTOR CLAYPOOL: Well, so four  
7 things, and I said three. There's the report that would  
8 assess us, there's the archiving of the data, there's any  
9 Commission recommendation for a legislative change -- or I  
10 mean for a Constitutional change, and you would have no  
11 staff to carry out your Public Records Act requests, which  
12 could be a major legal problem.

13          COMMITTEE MEMBER DAI: Right. I have a feeling  
14 we'll be able to convince the Legislature that we need  
15 that kind of funding.

16          EXECUTIVE DIRECTOR CLAYPOOL: Okay.

17          COMMITTEE MEMBER DAI: Okay, that's helpful.

18           I have a question, Mr. Claypool. Originally, when  
19 you came to us with a proposal, before CCP was in the  
20 picture, you gave us an estimate of staff that you felt  
21 you need to -- you would need to go ahead and have  
22 permanent staff essentially fill the logistics function.

23           And I know that we've been making great use of  
24 retired annuitants, which is great. I'm just wondering,  
25 with the staff configuration that's been authorized so far

1 are you comfortable that staff can handle this, given that  
2 we've kind of taken them out of the picture at this point?

3 EXECUTIVE DIRECTOR CLAYPOOL: Well, staff can  
4 handle this with a lot of overtime, which they're already  
5 putting in. With our -- with our AGPA level positions,  
6 that means overtime costs as well. With your E class  
7 employees, above that, there is no overtime component.

8 So, I would say that it would be -- we have one  
9 person that we're trying to bring aboard right now, that  
10 we're advertising for. We've run into some difficulties  
11 with that with Department of General Services. And again,  
12 it's because of the requirement to advertise for that  
13 position.

14 And so we're now going to, because we have the  
15 exemption to move around them, we're going to just go  
16 ahead and advertise through our 1,300 e-mail blasts and  
17 take that approach, so that we can find somebody to fill  
18 that position.

19 We've also hired one student assistant, you'll see  
20 him, Kermit will be in and out with things, and he's --  
21 but he's good with the way the funding works, he's good  
22 for about six weeks. Six to eight weeks.

23 And then we're planning on hiring another one.  
24 And those individuals can get us through the planning  
25 cycle.

1           It would be -- if we get the person that we need,  
2 the additional assistant that was authorized last time,  
3 and we have those two, we can plan it.

4           It would be helpful to bring one more short-term  
5 person aboard for going out to -- helping here, while we  
6 take this new person, Janeece, Kirk and myself, out on the  
7 road with you. Because now we're going to fulfill the  
8 same function as CCP, so we'll be your crowd control,  
9 we'll be your people who bring them forward.

10           COMMITTEE MEMBER DAI: So it would be short term  
11 for the period of the public hearings?

12           EXECUTIVE DIRECTOR CLAYPOOL: I would say short  
13 term for the period leading all the way through to  
14 September 1<sup>st</sup>. I would keep them for that interim period,  
15 while we're trying to archive and so forth, so we're  
16 looking at a person for about five months.

17           COMMITTEE MEMBER DAI: Okay. I wanted to follow  
18 up on your comment about the problem, I'm assuming it's  
19 just a delay with advertising. Is it a certain amount of  
20 days it has to be advertised, or a certain number of  
21 places, or what was the issue we were running into with  
22 DGS?

23           EXECUTIVE DIRECTOR CLAYPOOL: Raul?

24           BUSINESS MANAGER VILLANEUVA: If I may, part of it  
25 is because we're not Civil Service, and they're used to

1 doing things according to Civil Service, is helping them  
2 delineate the difference and what we can and can't do,  
3 according to the permissions we have in the Constitution.

4 And so, sometimes that engenders short  
5 conversations and sometimes it engenders longer  
6 conversations.

7 COMMITTEE MEMBER DAI: So this was a longer  
8 conversation.

9 BUSINESS MANAGER VILLANEUVA: This was a longer  
10 conversation.

11 COMMITTEE MEMBER DAI: Do they understand that we  
12 are not beholden to the Civil Service rules then, at this  
13 point?

14 BUSINESS MANAGER VILLANEUVA: You know, I'm not  
15 quite sure. And part of the reason for that is they just  
16 inherited us at the beginning of March. The first things  
17 we had to do didn't really impact Civil Service as much,  
18 the VRA attorney, and so that was a little bit easier to  
19 work through some of those issues.

20 This one, because the AG position traditionally  
21 is --

22 COMMITTEE MEMBER DAI: Civil Service.

23 BUSINESS MANAGER VILLANEUVA: -- a Civil Service  
24 position, then they have to go through their processes to  
25 make sure that what we're saying is accurate, and then we

1 dialogue some more. So, it's the beginning of that  
2 relationship.

3 My hopes is that as we establish this with them  
4 and set that groundwork, the conversations will be less  
5 frequent and shorter.

6 COMMITTEE MEMBER GALAMBOS MALLOY: Mr. Claypool,  
7 to go back to the conversation around what happens if we  
8 don't get our augmentation, and your hopefulness that we  
9 will get the augmentation is great, and at the same time I  
10 know the budget environment is very dismal here, in  
11 Sacramento. And so I am a bit concerned regarding,  
12 timing-wise, what we would have to do if we don't get our  
13 augmentation, that it will be scaling back our outreach  
14 and hearings.

15 And I think what we've heard time and time again  
16 from the public are really how important those hearings  
17 are. And we've had many offers from different types of  
18 networks, and different types of organizations, like the  
19 Chamber of Commerce, I think many of the organizations  
20 that came and presented on February 26<sup>th</sup>, as well.

21 I think this might be a point we want to bring  
22 back to the full Commission and maybe make a formal  
23 request of interested parties, and organizations, and  
24 networks who have connections to please also show their  
25 support for the Redistricting Commission receiving our

1 augmentation in order that we can do the best effort at  
2 public outreach and hearings.

3 EXECUTIVE DIRECTOR CLAYPOOL: Absolutely. And we  
4 have already taken that course. Three things that I  
5 should say we're doing, preliminarily, to make sure that  
6 we can get all the way through September 1<sup>st</sup>.

7 The first one is we've budgeted for separate  
8 business meetings than meetings with the input, but we're  
9 going to calendar, or show a calendar this afternoon that  
10 really shows them combined.

11 So we're saying we'll combine those up, we'll have  
12 them in the daytime, at the same venues, and then we're  
13 going to have a savings there just against -- against the  
14 possibility that we don't get the augmentation.

15 The other thing that we've done is we've reached  
16 out to -- I think Janeece had reached out to five  
17 different sites already and said we don't have a date for  
18 you, but will you be able to assist us in venues, and  
19 costs and so forth?

20 And all five of them, they're offering up  
21 significant -- either the entire site and the venue, or  
22 the venue and we pay for certain costs.

23 So we're working -- we're working actively towards  
24 engaging the public that way as well. Because we can  
25 always -- the greatest thing we could do is come through

1 with these maps and also give the State back some money.

2 So we are -- we will continue to look at that,  
3 whether we get the augmentation or not.

4 COMMITTEE MEMBER DAI: Uh-hum.

5 EXECUTIVE DIRECTOR CLAYPOOL: The third place that  
6 we're really going out to is through the different  
7 partners. You know, my best example for that is we had a  
8 meeting yesterday, on a teleconference, where we were  
9 discussing the plans for the schedule, the proposed  
10 scheduling for the meetings, the input meetings. And  
11 specifically asked if they could help us get a venue in  
12 Central L.A., so that we could have a site that would be  
13 placed between Pico Union and Watts, so that we could get  
14 that very important information from those communities of  
15 interest.

16 And we just instantly received two recommendations  
17 for people to call that might be able to provide the  
18 venues for us.

19 So, we're -- your staff is engaging in that and  
20 we're looking for ways to do this as inexpensively as  
21 possible, regardless of the funding we get.

22 COMMITTEE MEMBER GALAMBOS MALLOY: Thank you.

23 COMMITTEE MEMBER YAO: I think this is something  
24 for the three or the four of us to decide as to whether we  
25 want to request staff to put together another budget for

1 two and a half million dollars, as compared to the three  
2 and a half million dollars between now and August 15<sup>th</sup>.

3 By having a separate budget, at least we would  
4 have a definite plan as to at what point we need to cut  
5 off what activity, as compared to -- you know, this still  
6 would be our operating budget, but having a --

7 COMMITTEE MEMBER DAI: Contingency plan.

8 COMMITTEE MEMBER YAO: -- contingency budget  
9 forces us to look at things a little more precisely. So I  
10 think maybe before the end of our advisory committee  
11 meeting, we need to make that decision.

12 COMMITTEE MEMBER DAI: It sounds like you have a  
13 pretty good idea, Mr. Claypool, of exactly what we would  
14 cut though, cut it down.

15 EXECUTIVE DIRECTOR CLAYPOOL: We do. And the one  
16 thing, I appreciate Commissioner Yao's concern on the two  
17 and a half million.

18 The third -- the million dollars that's in the  
19 budget right now is appropriated, it's simply waiting for  
20 a release by the Department of Finance.

21 We have -- I would say that if -- we will know  
22 very quickly from the Department of Finance whether or not  
23 that's going to be released. They have shown no  
24 indication than it was anything other than the necessity  
25 to give them the additional --

1 COMMITTEE MEMBER DAI: Justification.

2 EXECUTIVE DIRECTOR CLAYPOOL: -- documentation,  
3 justification so that it will be released.

4 I would ask that we hold off on doing that  
5 additional budget until we know we need it. We're giving  
6 you the three and a half million here and we can make that  
7 work. If we -- we've got so many other things that we  
8 have to do between now and not only our next meeting, but  
9 to start these meetings, that I just would hesitate to  
10 switch over on that.

11 COMMITTEE MEMBER DAI: Can we be fairly clear  
12 about how quickly we're going to hear back from the  
13 Department of Finance, is this one week, two weeks, a  
14 month?

15 EXECUTIVE DIRECTOR CLAYPOOL: It's a 30-day clock,  
16 and since we put it in, that's what they refer to it as.  
17 But again, this isn't -- this is much different than the  
18 budget change proposal. This is a 30-day clock on money  
19 that's already appropriated. And so it's just a  
20 different -- we're dealing with a different situation.

21 I'm still very hopeful that we will get the budget  
22 change proposal, as well, because I believe that we do  
23 have -- as you pointed out, we do have the benefit of  
24 public opinion and so forth.

25 And at the same time, if we don't for the three

1 and a half million level, we're already making -- taking  
2 steps to make sure that we can meet it by doing what  
3 Commissioner Galambos Malloy had suggested.

4 COMMITTEE MEMBER GALAMBOS MALLOY: Is March 8<sup>th</sup>  
5 the date when our 30-day clock began ticking? I had a  
6 draft of the letter that was dated the 8<sup>th</sup>.

7 EXECUTIVE DIRECTOR CLAYPOOL: Right. And I would  
8 have to say that our date would probably -- would more  
9 than likely be this last Monday. That's the first letter,  
10 last Monday. We put in the second letter, I got it to --  
11 was it Monday or last --

12 COMMITTEE MEMBER GALAMBOS MALLOY: They reset the  
13 clock every time they ask us for more?

14 EXECUTIVE DIRECTOR CLAYPOOL: No, what -- no. But  
15 they can reset the clock every time we ask them for more.  
16 No, Department of Finance has been extremely helpful. I  
17 mean, they're a very talented group and we have good  
18 people that are working for us.

19 But they did come back to me and say we want you  
20 to make this letter stronger. And I made the letter  
21 stronger. And then they asked some questions about some  
22 of the numbers in our budget and Deborah has followed up  
23 with that.

24 And so, I think that our 30 days is ticking in --  
25 you know, started on Monday. But again, I don't see -- I

1 don't see us not getting that million.

2 COMMITTEE MEMBER DAI: Okay. So, just to clarify  
3 and make sure that everyone on this Committee understands,  
4 the first -- this first set of letters is really about  
5 getting the money, the extra million that's already been  
6 appropriated.

7 And the budget change proposal is for getting  
8 funding over that for ongoing operations.

9 EXECUTIVE DIRECTOR CLAYPOOL: Right. The BCP, by  
10 the way, is also always referred to as the spring finance  
11 letter.

12 COMMITTEE MEMBER DAI: The spring finance letter,  
13 okay. Right. Because we, as a Commission, still have to  
14 discuss what we want to do for the rest of our ten-year  
15 appointment, so what our ongoing plan looks like, what  
16 staff we need to retain, how often we want to meet after  
17 we're done with the bulk of our work in August.

18 Go ahead, Commissioner DiGuilio.

19 COMMISSIONER DI GUILIO: I just wanted to clarify  
20 Mr. Claypool's response to Commissioner Dai, that going  
21 back to the issue of the staffing, is it my  
22 understanding -- because you had mentioned there will be a  
23 quite a bit of overtime needed to do what's -- a lot of  
24 overtime incurred to do what's needed.

25 But is it my understanding that with the new

1 hire,, if it goes through, that that will give you enough  
2 staff so that there's not a lot of extra over?

3 I'm wondering, if there's so much additional  
4 overtime, if it's not more cost effective to add  
5 another -- one more position? Or is that what the short-  
6 term position you were referring to would alleviate that  
7 overtime?

8 COMMITTEE MEMBER DAI: Go ahead.

9 COMMITTEE MEMBER YAO: Let me -- let me just give  
10 you a general answer to the overtime issue. Overtime  
11 actually is cheaper than straight time because straight  
12 time pays for benefits. Overtime has no additional  
13 benefit. It's just harder on people.

14 And so from a money perspective, in general, and I  
15 can't talk about the specifics, but in general it actually  
16 saves the budget money.

17 COMMITTEE MEMBER DAI: Raul?

18 BUSINESS MANAGER VILLANEUVA: I just wanted to  
19 note that especially now, or up to now and probably  
20 through the meetings, really, it's really important to  
21 have people on call.

22 And so, for example, Christina over here, she's on  
23 call throughout the weekend, so any postings and things  
24 that need to occur, they happen right away. That's  
25 overtime.

1           If we don't have her in place, then the postings  
2 don't occur until that Monday and maybe sometime later in  
3 that Monday.

4           So, there's certain operational considerations,  
5 because we do run almost seven days a week, that either we  
6 make a decision to scale back to only five days and delay  
7 things, or we accept the fact that we are operational in  
8 that way and we stay flexible.

9           COMMITTEE MEMBER DAI: I think we need every day  
10 that we can get.

11           EXECUTIVE DIRECTOR CLAYPOOL: Well, I'd like to  
12 correct Raul, we don't run almost seven days a week, we  
13 run seven days a week.

14           (Laughter)

15           BUSINESS MANAGER VILLANEUVA: That's true.

16           COMMITTEE MEMBER GALAMBOS MALLOY: I guess my  
17 question was whether or not you feel, if you get this  
18 additional temporary position -- excuse me, short-term  
19 position filled will you -- I didn't -- I guess I didn't  
20 get the sense of whether that question was answered. Will  
21 that be enough staff for you?

22           EXECUTIVE DIRECTOR CLAYPOOL: I think so, because  
23 if we bring the extra person, plus the one that we've  
24 asked, and it's for exactly what Commissioner Yao said,  
25 and what Raul said, we -- there's a certain continuity

1 that comes with having people around on overtime because  
2 you -- you don't break -- you don't break the cycle, they  
3 know what they're doing, they don't hand anything off.

4 The extra person that we're going to bring aboard,  
5 now, is really going to help augment staff here in  
6 Sacramento.

7 The extra person that we are -- that you  
8 authorized last time is somebody that's going to go with  
9 the Commission staff, along with Janeece, and myself, and  
10 Kirk, and help run the input meetings while we're out in  
11 the field.

12 So, it's going to help us logistically. If we  
13 need to add just hands, we're going to do it using student  
14 assistants, and so forth, like we've already done with  
15 Kermit and we'll probably do that at least two more times.

16 So, we have a plan and the plan generally moves  
17 around having to have extra benefit costs, which is  
18 important to us.

19 And last, I'd have to say that most of your  
20 employees are E class employees. So, Raul and myself, and  
21 Marian, and Kirk, and Rob can't get overtime, we can't put  
22 our time in.

23 COMMITTEE MEMBER DAI: So, E class being exempt --  
24 nonexempt, right.

25 EXECUTIVE DIRECTOR CLAYPOOL: Right. So, we don't

1 accrue any overtime. Our hourly rate goes down but --

2 COMMITTEE MEMBER DAI: I was going to say, we  
3 don't accrue any overtime, either, we get the same no  
4 matter what.

5 EXECUTIVE DIRECTOR CLAYPOOL: That's right.

6 BUSINESS MANAGER VILLANEUVA: Your hourly rate's  
7 going down, too.

8 COMMITTEE MEMBER DAI: There you go. Thank you.

9 Are there any more questions about the budget,  
10 because I have a feeling we're moving into staffing and  
11 personnel. I want to see if anybody on the Committee has  
12 further questions for Ms. Davis or Mr. Claypool on actual  
13 budget numbers.

14 COMMITTEE MEMBER YAO: You going to go over the  
15 incurred costs as part of this discussion or later on?

16 EXECUTIVE DIRECTOR CLAYPOOL: Well, I think that  
17 that should be part of this discussion. And then the  
18 other thing that we were going to talk about, before we  
19 got into personnel, were the state of our contracts and  
20 where we're at with those. And including our -- Christina  
21 has some information about our contracts for sexual  
22 harassment training education.

23 COMMITTEE MEMBER GALAMBOS MALLOY: The only thing  
24 I would add into that is anything regarding our move,  
25 anticipated costs, timeline. I guess that's later, when

1 we get into facilities, potentially, but if it does have  
2 significant budget implications, if you could flag those  
3 for us.

4 EXECUTIVE DIRECTOR CLAYPOOL: Okay. I'm going to  
5 have Deborah go over our expenditures at this point.

6 BUDGET OFFICER DAVIS: Okay. I have numbers  
7 through the 15<sup>th</sup> of March, expenditure totals, but I also  
8 have a couple of items that haven't quite made it through  
9 the actual controller's process.

10 COMMITTEE MEMBER DAI: Okay.

11 BUDGET OFFICER DAVIS: So, we're sitting at about  
12 \$240,000 in actual expenditures. Now, that doesn't  
13 include the projections for the salaries and some of those  
14 other numbers.

15 But for what we've actually incurred and those  
16 that have been sitting on the desk, which is only a couple  
17 of bills, I've included that in these totals of 240,000.

18 COMMITTEE MEMBER DAI: So, you said it doesn't  
19 include salary projections. Does that mean it includes  
20 salaries through 3/15 or --

21 BUDGET OFFICER DAVIS: Yes, the salaries through  
22 3/15, I've included any of their per diem up to date, all  
23 the travel expense claims, whether they've been paid or  
24 not is included in this number.

25 COMMITTEE MEMBER DAI: Okay.

1           BUDGET OFFICER DAVIS: One of my goals is to have  
2 the projections for the salaries and anything else that  
3 we've actually committed to, because if we're working we  
4 need to have those numbers as expended, or earmarked, or  
5 encumbered.

6           COMMITTEE MEMBER DAI: Okay. Any questions?

7           All right. But that does include per diem issues,  
8 all the Commissioners' per diems that have been processed?

9           COMMISSIONER DI GIULIO: Yes. Yes or --

10          COMMITTEE MEMBER DAI: Or that have been incurred?

11          BUDGET OFFICER DAVIS: Correct, incurred.

12          COMMITTEE MEMBER DAI: Incurred, okay.

13          BUDGET OFFICER DAVIS: Yes.

14          COMMITTEE MEMBER DAI: So, I have a question,  
15 since Commissioners -- I don't know how frequently other  
16 Commissioners are filing their pre diem reports, does this  
17 mean these -- these include -- when we say incurred, it's  
18 not actually based on actual, submitted reports because --

19          BUDGET OFFICER DAVIS: These are submitted  
20 reports.

21          COMMITTEE MEMBER DAI: Okay. So, in other words,  
22 if Commissioners have not submitted anything for time they  
23 may have put in, in the first part of March, it wouldn't  
24 show.

25          BUDGET OFFICER DAVIS: Correct.

1 COMMITTEE MEMBER DAI: Okay.

2 COMMITTEE MEMBER YAO: Ms. Davis, in the future  
3 can you report expenses by each of the categories that are  
4 identified on the budget sheet? In other words, the  
5 \$240,000 in -- and I'm not looking for it this month.

6 BUDGET OFFICER DAVIS: Oh, a breakdown.

7 COMMITTEE MEMBER YAO: The next time you report it  
8 can you -- yes.

9 BUDGET OFFICER DAVIS: Sure.

10 COMMITTEE MEMBER YAO: Just maybe add another  
11 column and just show the incurred. We don't -- I don't  
12 necessarily need it by the subcategories within the broad  
13 category. But like, for example, operating expense  
14 equipment, I just need the total number, total bottom line  
15 number for that category.

16 BUDGET OFFICER DAVIS: Oh, yes, certainly.

17 COMMITTEE MEMBER YAO: Okay. I don't think we  
18 want to break it down to the subcategories, but it would  
19 be nice --

20 BUDGET OFFICER DAVIS: I can do that.

21 COMMITTEE MEMBER YAO: -- to be able to --

22 COMMITTEE MEMBER DAI: Yeah, whatever's more  
23 convenient, so we'll have budget, actual --

24 COMMITTEE MEMBER YAO: Right.

25 BUDGET OFFICER DAVIS: Uh-hum, got it.

1 COMMITTEE MEMBER DAI: -- what the variance is and  
2 standard kind of budgeting report.

3 BUDGET OFFICER DAVIS: Okay.

4 COMMITTEE MEMBER YAO: Okay. Thank you.

5 COMMITTEE MEMBER DAI: And I saw you folks  
6 conferring there, in response to Commissioner Galambos  
7 Malloy's point about moving costs. I don't know if there  
8 any outside of are you all going to be picking up a box  
9 and walking over or --

10 EXECUTIVE DIRECTOR CLAYPOOL: Actually, we were  
11 conferring at that moment about exactly what you asked  
12 about the projected versus -- or about the actuals versus  
13 those that hadn't been turned in, yet, on the  
14 Commissioner's per diems.

15 BUDGET OFFICER DAVIS: Yes.

16 COMMITTEE MEMBER DAI: Okay. Yeah, because like I  
17 said, this actually is a general question that might be  
18 helpful for all the Commissioners to hear, and Ms. Shupe  
19 might be able to weigh in on this. Is it better if we  
20 turn in more frequent reports on a timely basis or, you  
21 know, do you want to see two per month?

22 I mean, I think you can give the Commission some  
23 direction if it improves processing time, or helps the  
24 staff in any way.

25 SENIOR ADMINISTRATIVE ASSISTANT SHUPE:

1 Absolutely. If you're able to turn in your TECs, broken  
2 out by trip, that is really the easiest way to get us to  
3 process it for you. Because when we have multiple trips  
4 on a single TEC form, if there's an error in one trip, it  
5 holds up all.

6 And again, with the per diems, if you can just  
7 turn those in on a monthly basis, or every two weeks if  
8 you'd like, either way works for us.

9 COMMITTEE MEMBER DAI: Okay, great. That's  
10 helpful. We should put that in our report to let the  
11 other Commissioners know that, because I have a feeling  
12 it's happening in a somewhat random fashion based on  
13 Commissioner right now.

14 Okay, wonderful.

15 COMMITTEE MEMBER GALAMBOS MALLOY: And I'm  
16 assuming that no one's just flat out said it or asked it,  
17 but have the Commissioners all been timely in  
18 submitting -- you have had per diem requests from all the  
19 Commissioners at this point, is that correct, or are some  
20 folks lagging behind?

21 No names but -- no one has to be outed.

22 COMMISSIONER ANCHETA: Okay. Well, I admit that I  
23 started late, so I'm behind on that. But I came in later  
24 than the other Commissioners.

25 COMMITTEE MEMBER DAI: Any other confessions?

1 (Laughter)

2 BUSINESS MANAGER VILLANEUVA: There's a handful  
3 that haven't turned in for February.

4 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

5 BUSINESS MANAGER VILLANEUVA: And so, as soon as  
6 those come in, then we can start the processing on those.

7 COMMITTEE MEMBER GALAMBOS MALLOY: Okay. So,  
8 we'll include that in our report.

9 BUSINESS MANAGER VILLANEUVA: If I may, too, the  
10 more regular it is, then the more it facilitates the  
11 process and our ability, then, to have oversight and  
12 ensure everything's going --

13 COMMITTEE MEMBER DAI: Yeah, and in general I  
14 would recommend to staff that you tell us how to make your  
15 job easier, because there are 14 of us. And then, like I  
16 said, everybody kind of does things to their own tune,  
17 without direction, so they're --

18 COMMISSIONER ANCHETA: Yeah, I have no problem if  
19 staff just gives us deadlines and say please turn them in  
20 these dates, and that will -- if that makes your job  
21 easier, just let us know.

22 COMMISSIONER DI GUILIO: And I'm assuming this  
23 issue of the kind of on a monthly basis, too, because in  
24 the past what I've been doing is just bring the previous  
25 month's costs -- or the previous meetings' cost and per

1 diem to the next one, but that's a two week or more lag.  
2 So, would it be easier to just mail them in or -- because  
3 you can't e-mail, correct, you can't --

4 COMMITTEE MEMBER DAI: I've been mailing them.

5 COMMISSIONER DI GIULIO: The form, so just mail  
6 them, that's the easiest. Okay. As opposed to waiting in  
7 person, to do it in person. Okay, that's another --

8 COMMITTEE MEMBER DAI: Yeah, and we should  
9 probably highlight for everyone the way that envelopes  
10 should be addressed because there's a specific way to do  
11 that, right?

12 COMMISSIONER DI GIULIO: Just tell us what to do.

13 COMMITTEE MEMBER DAI: Yeah. So, we'll remind the  
14 Commissioners because we're painfully aware of the  
15 overtime and the seven-day-a-week schedule, and anything  
16 that we, as Commissioners, can do that just changes our  
17 behavior a little bit to make your jobs a lot easier, just  
18 let us know.

19 BUSINESS MANAGER VILLANEUVA: Thank you.  
20 Likewise, we've put out several of the forms in electronic  
21 PDF fillable form format. We can reissue those, again, if  
22 there's anybody who needs some.

23 COMMITTEE MEMBER DAI: I would suggest you post  
24 them on Google Docs so it's there for everybody and that  
25 way you don't have to keep -- people don't have to search

1 for their e-mail, even though it's very easy to search  
2 through G-mail. Various Commissioners are better at that  
3 than others. So, I would share the document on Google  
4 Docs, that way there's no excuse.

5 BUSINESS MANAGER VILLANEUVA: One other thing I'd  
6 like to suggest, also, as far as the TECs go, individual  
7 Commissioners, who may want different ways of approaching  
8 how to do it, because you can set up models for yourself  
9 and then have those as a fillable form, we'll be happy, if  
10 you want to come by the office, to set that kind of thing  
11 up for you. So that you have the main framework and are  
12 only inputting the specifics for that trip. That way you  
13 already have the format that works, less errors, and  
14 you're only putting in the data specific for that trip.

15 COMMITTEE MEMBER DAI: Okay.

16 EXECUTIVE DIRECTOR CLAYPOOL: And that will become  
17 very helpful to you when you start seeing the schedule  
18 that's coming up.

19 COMMISSIONER DI GUILLIO: Can that be posted on the  
20 documents or does that have to be personalized for each  
21 one?

22 COMMITTEE MEMBER DAI: Yeah, I would actually  
23 suggest that staff, if there's a model that works well,  
24 and that gets approved quickly, I think we would be happy  
25 to conform to it.

1 BUSINESS MANAGER VILLANEUVA: We've put out one  
2 and -- we've put out one and certain folks are still  
3 having issues with it. And that's why I thought rather  
4 than trying to address that in a general format,  
5 individually we can probably provide more specific  
6 assistance.

7 COMMITTEE MEMBER DAI: Okay. If you're offering  
8 that, then we'll mention that to --

9 BUSINESS MANAGER VILLANEUVA: Really, because on  
10 our side whatever makes it easier for any of the  
11 Commissioners to fill it out, fill it out correctly,  
12 because then we can get it processed for you much quicker.

13 COMMITTEE MEMBER GALAMBOS MALLOY: So, might I  
14 suggest that for the Commissioners who seem to -- the  
15 format doesn't seem to be working or there are more  
16 errors, that you could reach out to each of them directly  
17 and offer that.

18 Because I mean, I'm not sure if I'm in that pool  
19 or not. And so, obviously, if we're making the errors, we  
20 might not be aware that we're making them.

21 COMMITTEE MEMBER DAI: I have a feeling Christina  
22 knows.

23 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: If you  
24 haven't heard from me --

25 EXECUTIVE DIRECTOR CLAYPOOL: Could you come up to

1 a microphone?

2 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: If you  
3 haven't heard from me, you're probably okay.

4 COMMISSIONER ANCHETA: The word's probably.

5 COMMITTEE MEMBER DAI: Yeah, we don't have to  
6 identify Commissioners by name but -- so, anyway, back  
7 to -- I just want to make sure we got the question about  
8 moving expenses put to bed. Do we not really  
9 anticipate -- I mean, it's not like some of you have had  
10 much time to get settled, but I just want to make sure if  
11 there's anything that we can do.

12 BUSINESS MANAGER VILLANEUVA: Actually, there's a  
13 couple of areas that we're trying to define right now and  
14 that is in terms of the IT setup, how much of that is  
15 going to be provided support-wise, and what we're going to  
16 have to procure to get that. That's probably the biggest  
17 one. And then the phones.

18 So, those are the two that we're actively looking  
19 at getting further information. I think a lot of the  
20 other costs they'll cover, we'll see.

21 COMMITTEE MEMBER DAI: Right.

22 BUSINESS MANAGER VILLANEUVA: Cover meaning we'll  
23 still get expensed, but not like --

24 COMMITTEE MEMBER DAI: It's within the budget  
25 anyway, okay.

1 EXECUTIVE DIRECTOR CLAYPOOL: And a lot of it will  
2 be a pickup truck and two things of gas because that's  
3 going to be the fastest way to move us over, rather than  
4 waiting for DGS.

5 COMMITTEE MEMBER DAI: Yes. Commissioner Yao?

6 COMMITTEE MEMBER YAO: Have you broken through on  
7 the operating supplies, expenses, equipments, and that  
8 kind of issue, has that been resolved? Are you able to  
9 buy --

10 BUSINESS MANAGER VILLANEUVA: Yes.

11 COMMITTEE MEMBER YAO: -- softwares and things of  
12 this nature?

13 BUSINESS MANAGER VILLANEUVA: Yeah.

14 COMMITTEE MEMBER YAO: All right. Thank you.

15 COMMITTEE MEMBER DAI: Yeah, and I understand  
16 we're no longer pursuing delegated authority for the  
17 moment, but all our contracts are now starting to go  
18 through, so we seem to be in business.

19 BUSINESS MANAGER VILLANEUVA: For the most part.

20 COMMITTEE MEMBER DAI: Okay. That's very good to  
21 hear.

22 COMMITTEE MEMBER GALAMBOS MALLOY: I have an  
23 additional question regarding the communications budget.  
24 When we initially put this line item in regarding language  
25 and translation services, we didn't put -- we didn't put

1 much detail on the budget. I remember when we talked  
2 about it, it was designed to pay for translation at the  
3 sites where we're doing the hearings, at least that's my  
4 memory of it.

5 As I've begun to do more public outreach and speak  
6 at various events, we are getting questions and concerns  
7 as to whether we plan to translate our website, or any of  
8 the materials on a regular basis.

9 So, I'm wondering, from the perspective of the  
10 Public Information Committee, will that be something  
11 you'll be talking about this afternoon or --

12 COMMITTEE MEMBER DAI: Yes.

13 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

14 COMMITTEE MEMBER DAI: Yes, and there are plans to  
15 translate the website.

16 COMMITTEE MEMBER GALAMBOS MALLOY: Okay. And then  
17 that would all be included in this same line item in the  
18 budget?

19 COMMITTEE MEMBER DAI: Yes, Mr. Wilcox has gotten  
20 quotes on that already.

21 COMMITTEE MEMBER GALAMBOS MALLOY: Great.

22 EXECUTIVE DIRECTOR CLAYPOOL: The one thing I'd  
23 like to say about translation, because we received a -- we  
24 received a letter today from -- I have it right here.

25 This was from Warren Furutani, the Assembly Member from

1 the 55<sup>th</sup> District, and they were reminding us of our  
2 responsibilities under the Dymally/Alatorre Bilingual  
3 Services Act. And it's a very nice letter, but it's  
4 reminding us that we have to make sure that we reach out  
5 to the linguistically isolated.

6 And so what we have done so far in this particular  
7 case, and we reported this to the Technical subcommittee,  
8 and it will come out in the Outreach, as well, is that  
9 we've gone through our -- several different approaches.

10 First of all, if you go through this budget,  
11 you're going to find translation in, I think, three  
12 different places.

13 We've made sure to have translation in the input  
14 meetings. We have about 28,500 for translators.

15 And then, when we go to the Commission meetings, I  
16 thought we had one for the input meetings as well. But  
17 then we have translation services through Rob, and his --  
18 and his efforts.

19 When we went out to -- when we went out and spoke  
20 with the Alliance, or the members of the Alliance, we  
21 asked them specifically three things. The first one was  
22 that we wanted their help as much as possible in not only  
23 helping us to identify proper venues, and the sites,  
24 themselves, but also the different types of languages that  
25 we would need to have translation for when we arrived.

1           They, in turn, asked us to make sure that we noted  
2 to different groups, as we did our public outreach, that  
3 if they needed a specific language translated that they  
4 would -- that they needed to notify us.

5           So, it's going to be a two-way street. You tell  
6 us and we'll make sure to provide it. But also, at the  
7 same time, we'll make sure that they know that they need  
8 to tell us.

9           The second thing is we talked with them about  
10 helping to provide translators, to identify people within  
11 those communities who could provide those services for us  
12 when we got there. Because, again, it's going to be  
13 easier to have them provide good translators for us, that  
14 are familiar with their community, than it is going to be  
15 for us to bring translators in.

16           And then the last thing is, as we're going to  
17 explain to Mr. Furutani, in our letter to him, we have  
18 budgeted for it. We recognize our responsibility and  
19 we've looked at the Secretary of State's six-language  
20 requirement, and to the extent possible we're going to try  
21 to honor every language that we can.

22           But that will be a budget-driven item so --

23           COMMITTEE MEMBER GALAMBOS MALLOY: So, I have an  
24 additional question and I'm not sure if this is the right  
25 place for it or this afternoon.

1           So, in thinking -- if I was not a bilingual,  
2 English/Spanish speaker, and I was to see our agenda, it  
3 would be difficult for me to ascertain from the paragraph  
4 at the bottom of the agenda that Spanish translation  
5 services were available to me, simply because the language  
6 around that is written in English.

7           And so, one really basic thing that I think we  
8 could standardize across our agendas is for however many  
9 languages, maybe it's the six, that we are able to  
10 translate this paragraph and have that as standard  
11 protocol on all of our agendas.

12           COMMITTEE MEMBER DAI: You took the words right  
13 out of my mouth. This is my -- this is my big beef, when  
14 working with clients who put up websites, and they're so  
15 pleased with themselves and they have a translate button.  
16 And I always point out to them, but the translate button's  
17 in English.

18           So, flags work. You know, visual icons work, or  
19 actually having the sentence in the appropriate language  
20 works.

21           COMMITTEE MEMBER GALAMBOS MALLOY: And to me, that  
22 would also be a consideration for the website, that  
23 somewhere very prominently displayed on the website we  
24 would have some abbreviated version of this that would be  
25 in multiple languages, so that interested parties, who had

1 language needs, would know how to make those happen.

2 EXECUTIVE DIRECTOR CLAYPOOL: We'll note that for  
3 the Outreach Committee.

4 COMMITTEE MEMBER DAI: Uh-hum.

5 EXECUTIVE DIRECTOR CLAYPOOL: Actually, we have  
6 Commissioner Aguirre here from the Outreach Committee, we  
7 don't have to note that at all.

8 COMMISSIONER AGUIRRE: I wrote it down.

9 COMMITTEE MEMBER DAI: Any other questions about  
10 line items in the budget?

11 Okay. If we're done with that, are we ready to  
12 move on to staffing and personnel? Okay.

13 EXECUTIVE DIRECTOR CLAYPOOL: Before we move on  
14 could we -- I'd like to get to the educational or the  
15 educational requirements for the Commission, and have  
16 Christina just tell you what she's done on that.

17 COMMITTEE MEMBER DAI: Okay.

18 EXECUTIVE DIRECTOR CLAYPOOL: Okay?

19 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: Uh-hum.

20 COMMITTEE MEMBER DAI: This is the training  
21 requirement?

22 EXECUTIVE DIRECTOR CLAYPOOL: Right.

23 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: So I've  
24 just, very briefly, summarized the two outstanding  
25 training requirements that the Commission has. For the

1 online State Ethnics training, through the Attorney  
2 General's website, the information that you need to log in  
3 is available to all the Commissioners. I've prepared this  
4 little handout.

5           And once you go in and complete it, there is  
6 actually a sample on the back side of the certificate of  
7 completion that you'll be able to print. I'll need you to  
8 fill that out and then mail the original into the Agency,  
9 and keep a copy for your records.

10           The online sexual harassment training, we've  
11 contracted with the California Chamber of Commerce to  
12 provide that. We now have access through an administrator  
13 link. I've set up accounts for all of the Commissioners.

14           And in the next seven days you'll be receiving log  
15 in information on how to log in, online, and take that  
16 training.

17           It is a minimum of two hours, but it can be taken  
18 in segments. So, we've given all of the Commissioners six  
19 weeks in which to complete that training. And once that's  
20 done, I'll be notified through the system.

21           If you happen to have the opportunity to send me  
22 an e-mail, I'd appreciate that, that will flag it for me  
23 to go in and check it.

24           And then, again, we'll keep those records with the  
25 Agency.

1 COMMITTEE MEMBER DAI: Six weeks from today or six  
2 weeks --

3 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: I've got  
4 it set right now for the end of April.

5 COMMITTEE MEMBER DAI: Okay.

6 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: If we do  
7 run into any issues, you have six months from the date of  
8 your appointment to comply with State law. So, if we have  
9 anybody who runs a little bit over, we'll still be okay.

10 COMMITTEE MEMBER DAI: Okay. Well, we'll try to  
11 make sure there are not too many stragglers. We need to  
12 self-police for this.

13 Okay, great. That's wonderful and it sounds like  
14 this has been done at no cost to the Commission then?

15 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: The ethics  
16 training is provided at no cost. We were able to provide  
17 the online training through the California Chamber at a  
18 discounted cost.

19 COMMITTEE MEMBER DAI: Okay, great.

20 COMMITTEE MEMBER GALAMBOS MALLOY: And could I  
21 have a -- is it two hours for each of the ethics training  
22 and the sexual harassment, or two in total?

23 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: The ethics  
24 training is provided at your own pace.

25 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

1 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: And then  
2 the sexual harassment training is actually mandated that  
3 it's a minimum of two hours.

4 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

5 COMMITTEE MEMBER YAO: I want to caution you, when  
6 you take these courses, you can go too fast and not meet  
7 the two-hour requirement and not get the certificate.

8 COMMITTEE MEMBER GALAMBOS MALLOY: Okay. I'm just  
9 trying to know how much to budget, if it's --

10 COMMITTEE MEMBER YAO: No, no, I'm serious. Make  
11 sure you don't hit the end button or the completion button  
12 less than two hours because the system will fail you if  
13 you don't meet the two-hours requirement.

14 COMMITTEE MEMBER GALAMBOS MALLOY: Don't be that  
15 efficient, okay.

16 COMMITTEE MEMBER DAI: Yes. Although, it sounds  
17 like you can be efficient on your ethics. If you're a  
18 particularly ethical person, you may be able to finish  
19 faster.

20 (Laughter)

21 COMMITTEE MEMBER GALAMBOS MALLOY: Can I clarify?  
22 There's two options underneath the State Ethics training,  
23 there's the interactive and the non-interactive, which is  
24 a PDF, so that's just something you read and then you  
25 complete the certificate that you've read the manual?

1 SENIOR ADMINISTRATIVE ASSISTANT SHUPE: Correct.

2 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

3 COMMITTEE MEMBER DAI: If you have a long plane  
4 trip, that might be the thing to do. I have one coming  
5 up. Okay, great. Thank you.

6 Onto the rest of our staff, staffing and  
7 personnel. It would be great to know what our current  
8 staff is. I think some of us are losing track.

9 COMMITTEE MEMBER GALAMBOS MALLOY: Including the  
10 student assistants.

11 EXECUTIVE DIRECTOR CLAYPOOL: I'm going to have  
12 Raul.

13 BUSINESS MANAGER VILLANEUVA: Okay. Currently in  
14 the office, we have myself, as the office manager. We  
15 have Janeece, who you see every time you're here.

16 Christina and our new budget officer, once that  
17 votes takes place.

18 And that's -- and then, of course, there's your  
19 attorney and Rob, who does the communications. That's  
20 really it for your primary staff.

21 In addition to that, we have, let's see, two  
22 retired annuitants -- three retired annuitants who are  
23 procurement and contracting specialists. We also use  
24 their abilities and talents in as many ways as we can  
25 while they're in the office.

1           And those are the folks that you voted in the last  
2 time you were here.

3           COMMITTEE MEMBER DAI:    Mariam Johnston.

4           BUSINESS MANAGER VILLANEUVA:  Oh, thank you.  
5 Elizabeth, who's our web person.

6           COMMITTEE MEMBER DAI:  But she's a contractor,  
7 right.

8           BUSINESS MANAGER VILLANEUVA:  She's a contract.  
9 And our student right now is on contract, which then  
10 allows us to control the cost on that, also, because  
11 there's a limit to the hours on that.

12          COMMITTEE MEMBER DAI:  And the student interns are  
13 from Sac State, is that right?

14          BUSINESS MANAGER VILLANEUVA:  No, from MBTI,  
15 Manpower -- no.

16          EXECUTIVE DIRECTOR CLAYPOOL:  MTI, it's a  
17 technical institute.  I'm not sure what the M is, but I  
18 know the TI.

19          COMMITTEE MEMBER DAI:  Okay.

20          COMMITTEE MEMBER GALAMBOS MALLOY:  And did you say  
21 the name of the student or students?

22          BUSINESS MANAGER VILLANEUVA:  The one student is  
23 Kermit Torres.  And he just started with us Tuesday.

24          COMMITTEE MEMBER DAI:  Okay.  Yes, Commissioner  
25 Barabba was telling us that we thought he was making a St.

1 Patrick's Day joke at first. But we're happy to hear that  
2 he's real.

3 So, eight primary staff, four retired annuitants,  
4 and two student interns.

5 BUSINESS MANAGER VILLANEUVA: One student intern.

6 COMMITTEE MEMBER DAI: With one to come, right.

7 EXECUTIVE DIRECTOR CLAYPOOL: And one to come.

8 BUSINESS MANAGER VILLANEUVA: And then the AGPA  
9 position, which --

10 COMMITTEE MEMBER DAI: Is still open.

11 BUSINESS MANAGER VILLANEUVA: -- which is in  
12 recruitment.

13 EXECUTIVE DIRECTOR CLAYPOOL: And then the -- I  
14 presume the AGPA position that you're going to recommend  
15 for us.

16 COMMITTEE MEMBER DAI: Well, I was going to  
17 clarify the actions that we need for the full Commission.  
18 One is to approve Deborah Davis, right, as our new budget  
19 officer. And the other is to approve an additional AGPA  
20 position, and this would be a short-term position through  
21 September, full time. Correct?

22 EXECUTIVE DIRECTOR CLAYPOOL: Correct.

23 COMMITTEE MEMBER GALAMBOS MALLOY: As of the last  
24 meeting, I had remembered that there was the potential for  
25 a CORO Fellow. Is that a position that is happening or --

1 EXECUTIVE DIRECTOR CLAYPOOL: I actually spoke  
2 with Rani Woods about the CORO Fellow. There were three,  
3 but they were going to be in Los Angeles. And their cost  
4 was going to be an equivalent to hiring full time staff,  
5 really, at about 7,000 a month. And so what we could do  
6 with them in Los Angeles was questionable. And if we were  
7 going to spend that much money, then we would be better to  
8 have them here in Sacramento.

9 But that having them come to Sacramento at that  
10 cost also wasn't an option that I understood, so we didn't  
11 follow through on the CORO Fellow.

12 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

13 EXECUTIVE DIRECTOR CLAYPOOL: Now, there is one  
14 other additional item, and that is if you look at the  
15 staffing on the -- on the actual budget, I carried -- I  
16 carried one of our retired annuitants for an additional  
17 two months. And you'll see it on the first page, at the  
18 12,672.

19 We were going to carry our contract person just  
20 through the contract period and it just seems advisable to  
21 carry one additional individual to continue our  
22 contracting efforts, because they're just a lot better at  
23 it than -- certainly, they're a lot better at it than I  
24 am, and it would be very helpful.

25 But I just wanted to show that we had -- that I'd

1 made that adjustment here and that would be something that  
2 you would have to approve.

3 COMMITTEE MEMBER DAI: Okay. Do we know which one  
4 that would be?

5 BUSINESS MANAGER VILLANEUVA: We haven't posed the  
6 question. Because I think they're --

7 COMMITTEE MEMBER DAI: Do we know if we have a  
8 willing retired annuitant?

9 BUSINESS MANAGER VILLANEUVA: Exactly. The  
10 original intention was to bring them in through a fairly  
11 intensive six-week period of procurement and I haven't  
12 broached the issue on if one of them would want to stay.  
13 They're all excellent. For myself, any of the three would  
14 be wonderful to keep.

15 COMMITTEE MEMBER DAI: Okay. Yes, let's make sure  
16 we ask them. But I know they're probably having so much  
17 fun, somebody will volunteer, right?

18 EXECUTIVE DIRECTOR CLAYPOOL: They always have a  
19 smile on their face when they're going home. But then I  
20 have to say they always have a smile on their face, we  
21 have excellent staff.

22 COMMITTEE MEMBER DAI: Okay. Great. And I think  
23 that's -- I just want to make sure we have all the numbers  
24 here.

25 So, the AGPAs that -- the additional AGPA

1 positions, they are expected to be retired annuitants?

2 EXECUTIVE DIRECTOR CLAYPOOL: Well, it's always --  
3 it's always our preference, if we can.

4 COMMITTEE MEMBER DAI: Yeah.

5 EXECUTIVE DIRECTOR CLAYPOOL: But if not, then we  
6 would just hire them in as a straight salaried worker.

7 COMMITTEE MEMBER DAI: Okay.

8 EXECUTIVE DIRECTOR CLAYPOOL: Again, remembering  
9 that your staff is always exempt from being exempt. So,  
10 it's not like they go -- they build a Civil Service  
11 position here, they simply come aboard and get the PERS  
12 contribution, if they're at full time, and then they move  
13 off.

14 COMMITTEE MEMBER DAI: Great. I just wanted to  
15 make sure the count was corresponding.

16 COMMITTEE MEMBER GALAMBOS MALLOY: I had an  
17 additional question under contractual or staff services,  
18 in the technical analysis. It says in the notes that this  
19 was reduced down 150K from the last time we spoke. And I  
20 am wondering to what extent the advisory committees have  
21 been involved with interpreting what that really means in  
22 terms of our ability to do the types of specialized  
23 studies that we had anticipated needing to do?

24 EXECUTIVE DIRECTOR CLAYPOOL: So, the first thing  
25 I should note is originally it had been reduced by 150,

1 and now it's back up by 100, and I had failed to take the  
2 150. So, if you just get rid of the one, you'll be  
3 correct.

4 COMMITTEE MEMBER GALAMBOS MALLOY: Oh, okay.

5 EXECUTIVE DIRECTOR CLAYPOOL: So, it's been  
6 reduced by 50,000 from the original amount.

7 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

8 EXECUTIVE DIRECTOR CLAYPOOL: And that was, again,  
9 the conversation that we have to have. If the -- the  
10 original amount was an estimate and if it's still  
11 estimated that way, then we would treat that line the same  
12 way we would treat any increase for any other line that we  
13 have to have, after we bring our consultants aboard.

14 COMMITTEE MEMBER GALAMBOS MALLOY: Uh-hum.

15 EXECUTIVE DIRECTOR CLAYPOOL: And I believe for  
16 that I should go back to Commissioners Ancheta and Blanco,  
17 and ask them whether that reduction will make -- will make  
18 that difference.

19 As I was -- as I was looking for a way to come  
20 under 385, I brought it up from 301 and a half, and then  
21 realized the looks I would get for that, so I moved it  
22 back up by a hundred, but didn't make the adjustment.

23 COMMITTEE MEMBER DAI: Okay.

24 COMMITTEE MEMBER GALAMBOS MALLOY: Great, I feel  
25 much better knowing that.

1           COMMITTEE MEMBER DAI: Well, and also, just for  
2 the other Commissioners who weren't here at the Legal  
3 Advisory Committee, we did use these numbers in our  
4 assumption, so I think we're okay for now.

5           I'm certain that after the interviews this  
6 evening, with our Voting Rights Act attorneys, if there  
7 needs to be an adjustment based on that input, that we  
8 would get that to you ASAP.

9           EXECUTIVE DIRECTOR CLAYPOOL: The one thing I  
10 would say, that you're bringing that up, is as we are --  
11 as we're looking at our line-drawing consultant and our  
12 VRA attorney, any input we can -- we can get to kind of  
13 firm up the types of consultants we might have, the  
14 numbers we might need and general costs would be very  
15 helpful.

16           COMMITTEE MEMBER DAI: Okay.

17           COMMISSIONER DI GIULIO: Commissioner Dai, I'm  
18 sorry?

19           COMMITTEE MEMBER DAI: Yes.

20           COMMISSIONER DI GIULIO: Real fast, just not to  
21 give staff too much extra work, but is there any way that  
22 maybe we would have an org chart at some point, or with  
23 specific names of people? I'm sure you probably -- I'm  
24 sure Mr. Claypool has one in his office, with everyone.

25           COMMITTEE MEMBER DAI: On his board, probably.

1           COMMISSIONER DI GIULIO: On his board, yeah, along  
2 with our life there. But at some point it might be nice  
3 to actually match --

4           EXECUTIVE DIRECTOR CLAYPOOL: I should ask --

5           COMMISSIONER DI GIULIO: That would be great.

6           EXECUTIVE DIRECTOR CLAYPOOL: And would that be  
7 helpful as something we should post?

8           COMMITTEE MEMBER DAI: Yeah, why not?

9           COMMISSIONER DI GIULIO: I think it would be nice.  
10 there's an element, too, because I know there's certain  
11 staff that are here only for a certain amount of time,  
12 maybe there might be a time period associated with that  
13 org chart for each individual, so we know who's here,  
14 who's not. And I think that would be very helpful for the  
15 public, too, to some degree.

16          COMMITTEE MEMBER DAI: I agree. And there's a  
17 section on the website that will include staff bios so,  
18 yeah, we could simply include an org chart with that as  
19 well.

20          COMMISSIONER DI GIULIO: Okay, thank you.

21          EXECUTIVE DIRECTOR CLAYPOOL: Okay.

22          COMMITTEE MEMBER DAI: Excellent. Any other  
23 questions about staffing and personnel, are we clear about  
24 our staff now, pretty clear?

25          Okay. Excellent. On to the IT question, which I

1 know which will be disrupted very shortly, go ahead, Mr.  
2 Villanueva or Mr. Claypool.

3 BUSINESS MANAGER VILLANEUVA: Well, what part of  
4 the IT question?

5 COMMITTEE MEMBER DAI: Well, why don't -- why  
6 don't you just tell us if there's anything we need to  
7 worry about here? I know that we've been able to get a  
8 webmaster, which was a big breakthrough, so we've seen a  
9 lot of forward motion on that.

10 Are you folks getting support in the office?

11 BUSINESS MANAGER VILLANEUVA: Yes, we are. I  
12 guess one of the issues back in February was getting  
13 permissions from the State Office for Technology, OCIO.  
14 That's been going very well. We now have a person who's  
15 designated in that office to help us.

16 And so as different things come up, procurements  
17 we had to do, here with the videographer, getting that  
18 permission through because the videography had an IT  
19 component to it, they were right there, at hand, to be  
20 able to get us those permissions and authorizations.

21 And so they're communicating, then, directly to  
22 DGS whenever those kinds of procurements come up. And  
23 that's greatly facilitated those types of procurements for  
24 us.

25 We've had to replace a couple of the computers and

1 some of the monitors, they were secondhand to us. We  
2 thought they'd have greater longevity. They didn't. And  
3 so, the staff went ahead and just evaluated all of it and  
4 so we had to make those purchases.

5 And again, the folks over at OCIO and DGS  
6 facilitated that, so that's in progress, we're waiting for  
7 that.

8 As far as the networks there in the office, the  
9 wireless one, it has better days. And I think once we're  
10 actually more stable we can take a better look at that,  
11 because there's multiple -- there's multiple wireless  
12 arrays there, in the office, and so I'm not sure how much  
13 of an impact that might have.

14 But once we're in the new place, I think we'll be  
15 able to control that better.

16 COMMITTEE MEMBER DAI: Okay, so --

17 BUSINESS MANAGER VILLANEUVA: Software, I think  
18 we're waiting for just a couple more things now.

19 COMMITTEE MEMBER DAI: But it sounds like you're  
20 able to function, now, because there was a point in time  
21 when it was not clear how well you were functioning.

22 BUSINESS MANAGER VILLANEUVA: When we had no  
23 office software.

24 COMMITTEE MEMBER DAI: Yeah.

25 BUSINESS MANAGER VILLANEUVA: That was taken care

1 of.

2 COMMITTEE MEMBER DAI: Okay. Good to hear. And  
3 so, you're in a position where you're just waiting to hear  
4 what the setup's going to be in the new location then?

5 BUSINESS MANAGER VILLANEUVA: Right.

6 EXECUTIVE DIRECTOR CLAYPOOL: Actually -- oh, I'm  
7 sorry, Commissioner Yao.

8 COMMITTEE MEMBER YAO: Do we have full control of  
9 the website now?

10 COMMITTEE MEMBER DAI: Yes.

11 BUSINESS MANAGER VILLANEUVA: Yes.

12 COMMITTEE MEMBER DAI: We do.

13 EXECUTIVE DIRECTOR CLAYPOOL: We're in control.

14 COMMITTEE MEMBER DAI: Yes. Our webmaster is in  
15 control.

16 EXECUTIVE DIRECTOR CLAYPOOL: Well, we're in  
17 control of our website.

18 COMMITTEE MEMBER DAI: And, in fact, the Public  
19 Information Committee will be showing you a design for a  
20 new website.

21 COMMISSIONER AGUIRRE: I think we've seen it  
22 already.

23 EXECUTIVE DIRECTOR CLAYPOOL: The one thing, I can  
24 tell you where our new offices will be and I can give you  
25 a brief description of the site that -- the actual,

1 physical location is 911 P Street. It's called the  
2 Bonderson Building. It's around the corner, kind of  
3 diagonal from where the Secretary of State's Office was.  
4 So, you would be exactly a one-block walk from that  
5 location.

6 It will have far more space than we currently  
7 have, and we currently have far more space than we need.  
8 So, it will have 40 -- it has 40 cubicle spaces, and two  
9 offices, a very large, locked office, that when we  
10 reviewed it was filled with things that had been given to  
11 Governor Schwarzenegger that they were storing there. But  
12 we didn't take the surfboard. And so, it -- so that will  
13 all be moved out.

14 And then there's a very large open space, with a  
15 conference table, that we could fit probably 30 people  
16 around it, and then a makeshift break room. It's an older  
17 building, one of the older State-owned buildings, but it's  
18 in -- lots more natural light than we currently have and  
19 it will be a good space for us, it will work -- it will  
20 work fine. It will save the State \$38,000 a month once  
21 they've moved the Economic Development Group and ourselves  
22 out of the space we're in.

23 COMMITTEE MEMBER DAI: is the Economic Development  
24 Group moving in with us or are they going somewhere else?

25 EXECUTIVE DIRECTOR CLAYPOOL: No, we're getting

1 our own space, and I'm not sure if it's because of how  
2 loud we are. But we're getting this very, very large  
3 space all to ourselves.

4 Now, how long it remains available to us is  
5 questioned because it's -- it's scheduled to have the  
6 energy -- part of the Energy Department move in so -- or  
7 the Energy Council, I'm not sure which. But it will  
8 certainly -- they certainly thought it would be -- there  
9 would be no move or we would be incorporated in a smaller  
10 space within it after August. So it would be -- they  
11 assured us there would be no more moves between now and  
12 when we finish.

13 COMMITTEE MEMBER DAI: Okay, excellent. All  
14 right, so I guess we moved into facilities. Is there  
15 anything, other questions?

16 COMMISSIONER ANCHETA: Well, how are we doing with  
17 the business cards, given the move?

18 COMMISSIONER AGUIRRE: Well, actually, those were  
19 going very well and then the move come up. And so, what  
20 we've decided to do is just go ahead and have them printed  
21 without the address. We can also go back after, should  
22 that be a consideration.

23 COMMITTEE MEMBER DAI: That was my first thought.  
24 it's like, okay, it's probably easier to take the address  
25 off than try to get a new one put on. That might start

1 the four-week clock again.

2 COMMISSIONER ANCHETA: Right.

3 EXECUTIVE DIRECTOR CLAYPOOL: I have to tell you  
4 that the -- I made that announcement about the -- about us  
5 moving and I don't know how much -- how many minutes went  
6 by before Commissioner Dai said, ding, addresses. Because  
7 those business cards, it's like, oh, yeah, we better  
8 remember that.

9 COMMITTEE MEMBER DAI: Yeah, I would just think  
10 how would the Commission feel, after we've waited so long  
11 with business cards, and then when we got them they had  
12 the wrong address on them.

13 EXECUTIVE DIRECTOR CLAYPOOL: It's a -- in some  
14 respects, it might be better.

15 (Laughter)

16 EXECUTIVE DIRECTOR CLAYPOOL: But we are -- we are  
17 right now on hold primarily because of the telephone  
18 numbers and trying to determine whether or not they'll  
19 transfer. There should be no reason why they don't  
20 transfer across with us, but we don't want to give them  
21 the wrong -- it would be far worse to give the wrong  
22 telephone number.

23 COMMITTEE MEMBER DAI: Well, the 800 number, or  
24 the 866 number shouldn't change.

25 EXECUTIVE DIRECTOR CLAYPOOL: It won't change,

1 it's just the 322 numbers.

2 COMMITTEE MEMBER DAI: Yeah.

3 EXECUTIVE DIRECTOR CLAYPOOL: Now, we could give  
4 out all of the Commissioners with your Blackberry number  
5 and no 322 number, and get them moving that way.

6 COMMITTEE MEMBER GALAMBOS MALLOY: Can I clarify,  
7 do you anticipate whether we'll have those questions  
8 resolved in time that we could have the business cards in  
9 hand by our first input hearings?

10 COMMITTEE MEMBER DAI: The second week of April.

11 COMMITTEE MEMBER GALAMBOS MALLOY: Uh-hum.

12 EXECUTIVE DIRECTOR CLAYPOOL: I think they were --  
13 yeah, I think they were getting ready to go to the printer  
14 when we kind of stopped them.

15 BUSINESS MANAGER VILLANEUVA: Yeah, we had to stop  
16 them as soon as -- that Friday -- it was Friday, wasn't  
17 it?

18 EXECUTIVE DIRECTOR CLAYPOOL: Right.

19 BUSINESS MANAGER VILLANEUVA: When we went to go  
20 see, that's when the proofs were starting to come back so  
21 we had to put a stop.

22 But, see, they're ready, they're ready to go to  
23 print for us and that's why one of the considerations is  
24 to go ahead and just put each of the Commissioners'  
25 Blackberry numbers on there.

1 COMMITTEE MEMBER YAO: It takes a day.

2 BUSINESS MANAGER VILLANEUVA: Yeah.

3 COMMITTEE MEMBER DAI: Yeah, not all the  
4 Commissioners have Blackberry numbers, so that's one of  
5 the challenges.

6 EXECUTIVE DIRECTOR CLAYPOOL: We can do it with  
7 just the 866 number and you'll get your -- you'll get your  
8 calls routed through to you. And I would understand if  
9 you didn't want your Blackberry number on it, whether you  
10 had one or not, because you put that number on it and hand  
11 it out, people are going to start calling you.

12 COMMITTEE MEMBER DAI: Right. I know some  
13 Commissioners requested and others requested that it not.

14 EXECUTIVE DIRECTOR CLAYPOOL: Right.

15 COMMITTEE MEMBER DAI: So, it sounds like it  
16 should not be a problem, though, for us to have them by  
17 the second week of April, regardless. Is that true?

18 EXECUTIVE DIRECTOR CLAYPOOL: Who prints those?

19 BUSINESS MANAGER VILLANEUVA: State Printing.

20 EXECUTIVE DIRECTOR CLAYPOOL: And the State  
21 Printer's a separate office, right?

22 BUSINESS MANAGER VILLANEUVA: Yes.

23 EXECUTIVE DIRECTOR CLAYPOOL: Okay.

24 COMMISSIONER DI GIULIO: And did I hear, when was  
25 the actual -- going back to the facilities, when was the

1 actual move anticipated?

2 EXECUTIVE DIRECTOR CLAYPOOL: They -- we were  
3 moving at extraordinary speed and they thought by late  
4 April that we would make the move. So, I should say  
5 that's -- I don't know if it will go that fast, but that's  
6 what they projected.

7 COMMISSIONER DI GIULIO: Okay.

8 COMMITTEE MEMBER DAI: Yeah, that's lightening  
9 speed. So when I mentioned this to Dora Mejia, the  
10 Secretary of State, she says, oh, you won't be moved for a  
11 year. And I said, no, they want us to do it next month.

12 Okay. Any other questions about facilities?

13 Okay. The last item we have is management of  
14 personnel and equipment contracts, which I think is just a  
15 catchall for all of our contracts, most of which -- well,  
16 hopefully, the big ones will be decided this week.

17 Do you have anything for us?

18 EXECUTIVE DIRECTOR CLAYPOOL: We do. And I'm  
19 going to talk about the major one and then ask Christina  
20 to talk about the wireless cards and explain what's going  
21 on with those.

22 That we do have some major contracts that will --  
23 or at least one additional major contract that will occur  
24 after this, if the Commission approves an end-line process  
25 reviewer.

1           We intentionally waited until we finished with the  
2 technical consultant because that process actually will  
3 start a little further down the road.

4           So, we have that coming up and we're going to have  
5 to have a decision by the Commission as to whether or not  
6 they want to proceed with that process.

7           And then the only other one that has any potential  
8 at all would be an interagency agreement with Berkeley, if  
9 for any reason something happens with the IFB that we've  
10 got right now.

11           But I can't imagine -- right now I'm very, very  
12 optimistic for that, so I'm hoping we don't have to go  
13 through that separate step.

14           COMMITTEE MEMBER DAI: Right, that's just a  
15 contingency plan.

16           EXECUTIVE DIRECTOR CLAYPOOL: That's our  
17 contingency.

18           COMMITTEE MEMBER DAI: Okay.

19           EXECUTIVE DIRECTOR CLAYPOOL: And I'll have  
20 Christina talk about the --

21           COMMITTEE MEMBER DAI: Please.

22           SENIOR ADMINISTRATIVE ASSISTANT SHUPE: So, you'll  
23 see that I'm actually checking my Blackberry, because I've  
24 been in touch with Verizon all day today.

25           The wireless order has gone through and it is in

1 process right now and they have agreed to overnight them  
2 to us. So, the expectation is that we will have them by  
3 10:00 a.m. tomorrow morning.

4 COMMITTEE MEMBER DAI: Excellent. And this,  
5 again, were the wireless cards, since we don't have  
6 internet access in certain locations, the State Capitol  
7 included.

8 COMMISSIONER DI GUILIO: And will that include a  
9 training session for us technological novices?

10 SENIOR ADMINISTRATIVE ASSISTANT SHUPE:  
11 Absolutely. I'll be able to help anybody, who needs it,  
12 to set those up.

13 And I would like to point out to the Commission,  
14 too, that this is going to be a cost savings overall for  
15 us, because you'll be able to use these in your hotel  
16 rooms, on the road, and so it's really a great move.

17 COMMISSIONER DI GUILIO: Okay. Thank you.

18 COMMITTEE MEMBER DAI: Thank you.

19 Any other contracts we need to discuss?

20 EXECUTIVE DIRECTOR CLAYPOOL: Raul?

21 BUSINESS MANAGER VILLANEUVA: Well, just for  
22 information, your contract for your transcriptionist and  
23 for all the meetings, and your contract for the  
24 videographer for all the meetings are both underway. As a  
25 matter of fact, the one for the transcriptionist is down

1 just to completing paperwork and that should put your  
2 services in place for you.

3           The one for the videographer, we're just waiting  
4 on getting some better estimates before I go ahead and  
5 submit those to the Office of Technology, and then on to  
6 DGS for the contracting.

7           COMMITTEE MEMBER DAI: Are we using a single  
8 outfit, then, for each of those to supply these services  
9 for all of our meetings?

10           BUSINESS MANAGER VILLANEUVA: That's pretty much  
11 they'll go, yes. Whoever puts in the best bid for the  
12 statements of work that we've provided, and is able to do  
13 that in a cost-effective manner.

14           COMMITTEE MEMBER DAI: Okay.

15           BUSINESS MANAGER VILLANEUVA: So, they've  
16 pretty --

17           COMMITTEE MEMBER DAI: Did you check out the web  
18 one that I had referred, was that in the same ball park  
19 or --

20           BUSINESS MANAGER VILLANEUVA: We've had quite an  
21 array of prices and so that's why that one's taking a  
22 little bit longer. Just depending on the services, we've  
23 had as high as \$8,500 per meeting cost, down to about a  
24 thousand per meeting cost.

25           COMMITTEE MEMBER DAI: Wow.

1 BUSINESS MANAGER VILLANEUVA: So, again, quite an  
2 array. And that's when we decided to just call time out,  
3 take a step back and kind of re-look at the statement of  
4 work and what these companies are offering us.

5 But my hope is we get that done by the end of the  
6 week and get that submitted, so we can start working on  
7 the contract.

8 COMMITTEE MEMBER DAI: Okay.

9 COMMITTEE MEMBER GALAMBOS MALLOY: I have an  
10 additional question regarding the -- my eyes keep going  
11 back to the technical analyst, under contractual and staff  
12 services, I think in part because it's a bit of a  
13 catchall.

14 As I remember it, most of the items that would be  
15 included in here we will be expecting direction from  
16 our -- some combination of our Legal and our Technical  
17 Advisory Committees on.

18 The one exception to that, which I just wanted to  
19 clarify, is around the post-evaluation. Would that also  
20 be coming to us from the Technical Advisory Committee?

21 Maybe, Commissioner DiGuilio, I don't know if you  
22 had any thoughts on that.

23 COMMISSIONER DI GUILIO: I think, if I'm not  
24 mistaken, that was Commissioner Aguirre's suggestion that  
25 after, when this process is done, it was a post-evaluation

1 of this -- of us, the Commission, its job, its work, its  
2 role. So, I don't -- I didn't necessarily see it coming  
3 from the Technical Committee, I thought it was more of the  
4 overall Commission.

5 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

6 COMMITTEE MEMBER DAI: Commissioner Aguirre?

7 COMMISSIONER AGUIRRE: Yeah, it was just a way of  
8 developing our documentation and really being able to  
9 evaluate our process. Because we're, as we all know, we  
10 started this Commission from scratch and there's lots of  
11 things that were not in place, and that's why we're behind  
12 in our schedule.

13 So, if we could -- if we could bring them on to  
14 help us with that and to really develop a model, not only  
15 for the coming Commission, but also to use on some kind of  
16 a national basis, that would be great.

17 My question, when we talked about this just a few  
18 minutes ago, was whether there was any thought already in  
19 place, given the -- perhaps the timeline for doing an  
20 outreach to search for these folks and, also, you know,  
21 what kind of a contract system or format we might need to  
22 bring them on.

23 COMMITTEE MEMBER GALAMBOS MALLOY: yes, I'm in  
24 agreement with that. Having done evaluations in other  
25 settings, I know it's often helpful to have your evaluator

1 in place well before you're at the end of a process to  
2 make sure you're set up in such a way to provide them with  
3 the right information.

4 So, I think if we could go ahead and maybe direct  
5 staff to do some investigation and have a timeline in  
6 place for that contract.

7 EXECUTIVE DIRECTOR CLAYPOOL: Certainly, and we'll  
8 do that.

9 Now, I think I mentioned last time, but it bears  
10 saying again, there is a full-blown study being done of  
11 this Commission, already, at UC Berkeley, and Bonnie  
12 Glaser's part of that study.

13 They did a lot of interviews with the staff at the  
14 Bureau of State Audits, and they did a kind of a post-  
15 review, and that study was intended to roll right through.

16 Now, I don't know if -- if it might be worthwhile  
17 looking into that and seeing if that might serve our  
18 needs, and so we would get it for free, or what we want to  
19 do, but that's there.

20 COMMITTEE MEMBER DAI: I think it's very much  
21 worthwhile looking into because I know from personal  
22 experience that some of these evaluation consultants can  
23 be quite pricy, and given the long time period that we're  
24 looking at. So, if there's an academic group that's  
25 already doing that research, you know, if there's

1 something in their scope that we might want them to look  
2 at. Although, I imagine they're probably being rather  
3 thorough. We can make some suggestions.

4 Commissioner DiGuilio?

5 COMMISSIONER DI GIULIO: It would be nice to see  
6 what they're doing at this point, what they've done and  
7 what they intend to do, and then to match that up with  
8 maybe what of our needs, and what we see as -- I mean,  
9 personally, I don't think any of us have been contacted in  
10 terms of our experiences.

11 And I think that's part of what Commissioner  
12 Aguirre was mentioning was just a reflection of our  
13 experiences, too, as Commissioners. So, it would be nice  
14 to know what they're doing and that way we could add, or  
15 be reflective on what's happening on our end.

16 COMMITTEE MEMBER DAI: Yeah, I think interviews of  
17 the Commissioners are an absolutely minimum part of this.

18 EXECUTIVE DIRECTOR CLAYPOOL: Certainly. And if  
19 it played out the same way it played out at the BSA, those  
20 interviews would occur post-process. And so, that's what  
21 they did there and I would think that they would do it  
22 here, too.

23 I think that they're going to want to do that  
24 whether we have somebody doing it for ourselves, anyway.  
25 So, either way, I believe they're going to want you to be

1 part of that study, and it just might be the study we  
2 want, at the price we'd like to have it.

3 COMMISSIONER AGUIRRE: Yeah, it would be good to  
4 look at that research design and see how well it fits with  
5 what our concept might be regarding such a study.

6 EXECUTIVE DIRECTOR CLAYPOOL: We'll contact them,  
7 first, and then report back.

8 COMMITTEE MEMBER DAI: Yeah, I was going to say it  
9 might even be nice, if it's convenient, for one of the  
10 study principles to invite him or her to give a brief  
11 presentation, just so the rest of the Commission is aware  
12 of this.

13 I don't know that this is urgent but we have a lot  
14 of things going on so, you know, if that is something we  
15 can try to shoehorn into a future meeting, it doesn't have  
16 to be a long presentation. Twenty minutes or something  
17 like that would be great.

18 EXECUTIVE DIRECTOR CLAYPOOL: Certainly.

19 COMMITTEE MEMBER YAO: If we're the subject of the  
20 study, I'm not sure we should get that involved. I mean,  
21 so that the process is fair.

22 COMMITTEE MEMBER GALAMBOS MALLOY: My concern  
23 would just be to be able to have the chance to ask them  
24 questions and clarify whether the study that they're doing  
25 really serves the purposes that we had discussed as a

1 Commission and where there are gaps. I think the  
2 intention was that this line item would allow us the  
3 flexibility to do some sort of study.

4 If we're able to minimize what study we need to  
5 do, that's great, but I wouldn't want to write it off  
6 without having really in-depth information on what they're  
7 framework is.

8 COMMISSIONER AGUIRRE: Yeah, I agree, I think we  
9 should at least identify the goal and perhaps clarify the  
10 expectation.

11 COMMITTEE MEMBER DAI: The research design, as  
12 Commissioner Aguirre said. So, I think that would be  
13 great.

14 COMMISSIONER AGUIRRE: Also, I'd prefer if it were  
15 somebody from UCLA, but I guess Berkeley will be okay.

16 (Laughter)

17 COMMITTEE MEMBER DAI: Now, now, Commissioner  
18 Aguirre.

19 COMMITTEE MEMBER YAO: Move that we appoint  
20 Berkeley as --

21 (Laughter)

22 COMMITTEE MEMBER DAI: I was going to volunteer  
23 you next to find us a good evaluation consultant. So,  
24 let's see what they have.

25 COMMISSIONER AGUIRRE: I have some in mind,

1 actually.

2 COMMITTEE MEMBER DAI: Okay. We'll see what  
3 Berkeley's got cooking already.

4 Yeah, and my thinking is that the budget we have  
5 right now, you know, if it's determined by our Legal  
6 Advisory Committee, in conjunction with our chief counsel  
7 and voting rights attorney that we're going to need work  
8 on racially-polarized voting studies, then that budget's  
9 going to get eaten up very quickly.

10 So, to the degree that we can avoid paying for an  
11 evaluation, I think that would be advisable.

12 Yes, Commissioner Yao?

13 COMMITTEE MEMBER YAO: We touched upon this topic  
14 in a number of ways, but I thought maybe -- maybe I'll ask  
15 a couple more questions to make sure that we -- that we're  
16 consistent.

17 On this translation issue to different languages,  
18 on the budget, itself, are we going to livestream all the  
19 input meetings at this point, or have we -- what is the  
20 latest decision as far as the budget is concerned?

21 EXECUTIVE DIRECTOR CLAYPOOL: Well, we always  
22 focused the budget at livestreaming. We would only not  
23 livestream if we went to a location where they physically  
24 couldn't do it --

25 COMMITTEE MEMBER YAO: Okay.

1 EXECUTIVE DIRECTOR CLAYPOOL: -- then we would  
2 videotape.

3 COMMITTEE MEMBER YAO: But we are going to have a  
4 consultant that will do the livestreaming for us, right?  
5 Not a consultant, but a vendor?

6 EXECUTIVE DIRECTOR CLAYPOOL: Right, that will be  
7 a staff function. It will be a consultant.

8 COMMITTEE MEMBER YAO: It will be a consultant  
9 function.

10 EXECUTIVE DIRECTOR CLAYPOOL: Yes, sir.

11 COMMITTEE MEMBER YAO: If the meeting are being  
12 livestreamed, can we have the translator, whoever that  
13 person is or the organization is, take the information off  
14 the live -- off the video stream, translate it, and then  
15 we broadcast it, okay, on a different channel? Maybe just  
16 the audio, maybe the audio plus the video?

17 In other words, you don't need to have a person be  
18 on site to do the translation, because you already have  
19 the video and the audio that you can pull off the  
20 broadcast that we provide.

21 It may be 30 seconds late, but it appears that in  
22 doing it that way we can very precisely control the costs,  
23 because anybody from throughout the whole country can  
24 provide that service, and not somebody who can make it to  
25 the meeting. And they'll probably meet 98 of the

1 expectation in terms of having the information translated  
2 in near real time.

3 I just don't know whether we want to consider  
4 that. I don't even know whether that's a Finance function  
5 or not. But if that's our plan, maybe we should task  
6 somebody to think about it.

7 EXECUTIVE DIRECTOR CLAYPOOL: I was under the  
8 impression that our translation was to facilitate  
9 communication between someone to the Commission.

10 COMMITTEE MEMBER DAI: Yes.

11 COMMITTEE MEMBER GALAMBOS MALLOY: yeah, I think  
12 there's separate aspects of this and one is to ensure that  
13 we have information in a variety of languages available  
14 for the public record, kind of archival purposes after the  
15 meetings.

16 But the other, which I think is more kind of  
17 essential in a real-time manner is to be able to have  
18 people who speak other languages actually influence the  
19 Commission's decision.

20 COMMITTEE MEMBER YAO: Well, again, the  
21 livestream, as I said, may be 30 second late, maybe a  
22 minute late, but that same information will get to us if  
23 we have these wireless attached to a computer, okay.

24 So, that process is very controlled, very  
25 organized as compared to having to have somebody on site,

1 very expensive, and working with a new individual every  
2 time.

3 COMMITTEE MEMBER GALAMBOS MALLOY: I'm just trying  
4 to play this out functionally, how that work. So, if we  
5 had an input hearing, we would have -- what it would  
6 preclude is someone being able to interact with the  
7 Commission at that moment. So, it would demand that they  
8 submit comments after the meeting -- walk me through it a  
9 little bit more.

10 COMMITTEE MEMBER YAO: All right. For example,  
11 what I'm saying right now is being livestreamed. A  
12 translator can translate what I just said and re-broadcast  
13 that on a different channel. All right. So, we could be  
14 watching that separate channel and get my comments  
15 translated in six different languages, okay.

16 COMMITTEE MEMBER DAI: You're talking about  
17 simultaneous translation.

18 COMMITTEE MEMBER YAO: Simultaneous translation,  
19 okay.

20 COMMITTEE MEMBER DAI: It's quite expensive, by  
21 the way, simultaneous translation.

22 COMMITTEE MEMBER YAO: Well, people can do it from  
23 their home, people can do it from their office, and it's  
24 basically just putting it on -- back on the internet,  
25 okay. And you're going to have to hire that person to do

1 the translation, anyway. This way you don't require that  
2 person to be on standby in case you need them, to travel  
3 to a site.

4 I'm not suggesting that is the solution, I'm  
5 suggesting that because of all the infrastructure that we  
6 already have in place, it may work for us as compared to  
7 under a different scenario.

8 COMMITTEE MEMBER GALAMBOS MALLOY: My concern  
9 around that is it seems to still focus on output, on  
10 Commission -- the Commission putting out information into  
11 the public sphere, and not so much the public's ability to  
12 get their information or input into us.

13 And this is an area I would defer to the Outreach  
14 Committee. I'm sure you're doing a lot of thinking around  
15 how this functionally will work. But, again, that would  
16 be my concern, what happens to the individual who  
17 physically shows up to our meeting, does not speak English  
18 as their first language, or any of their languages, in  
19 fact, and how do they interact with us at that moment?

20 COMMITTEE MEMBER DAI: Commissioner Aguirre?

21 COMMISSIONER AGUIRRE: Yeah. Well, this is  
22 especially true for the disenfranchised, those that have  
23 been marginalized socioeconomically and culturally, also,  
24 so that it's just an element. For most communities, it's  
25 an element of respect and validation.

1           So, when you have somebody available, and I know  
2 Mr. Claypool is outreaching to our partners to, number  
3 one, see if there's going to be -- within their  
4 organization of the events, their assistance with  
5 organizing our events, that determine whether there will  
6 be a need for translators.

7           And secondarily, then, look for some potential  
8 volunteers to actually do the translation there. So, that  
9 might be, you know, one way to do it.

10           But then, if there are no translators available, I  
11 think the question for us is do we go ahead and provide  
12 that?

13           For me, personally, the real question is how many  
14 languages do we provide and what if, you know, we provide  
15 translators and nobody shows and, you know, et cetera, et  
16 cetera.

17           So, at its most basic for me, it would be Spanish  
18 translators in every event. And then from there,  
19 depending on the desire, the request for additional  
20 translators and different languages, then those could be  
21 provided.

22           So, it just -- you know, the Latino population,  
23 the Spanish-speaking population in California is so large,  
24 and yet they're one of the most disenfranchised  
25 populations in California.

1           And also given the growth of the Latino  
2 population, then I think we need to pay attention to that  
3 and to try to bring them into the mix to the best -- in  
4 the best manner possible.

5           In response to Mr. Yao's suggestion, it would be  
6 great to be able to livestream our -- as an elected  
7 official, we were one of three cities in California that  
8 did simultaneous translation of all of our city council  
9 business, in English and Spanish, and it was almost as  
10 simple at your household for you to hit the SAP channel  
11 and you would catch us, you know, in that language.

12           And we got very good response from the public on  
13 that. So, if we were able to be able to do that in  
14 multiple languages, and we could cover the cost, that  
15 would be tremendous.

16           But that's -- again, that limits the access to  
17 those that actually have computers and are on the  
18 internet, or can go to the library, et cetera.

19           So, the issue, as Ms. Malloy is bringing up, I  
20 think is one that is key to the outreach process, which is  
21 how do we actively engage the community? Not only getting  
22 them to our events, but also how do we engage with them in  
23 a meaningful, respectful way?

24           And I think by having translators is really the  
25 best way to do it.

1 COMMITTEE MEMBER DAI: So, I just want to comment  
2 on behalf of the Public Information Advisory Committee  
3 that there are plans to do the toolkit in multiple  
4 languages, the website in multiple languages, the video in  
5 multiple languages which really has the key information.

6 I mean, frankly, a lot of our meetings have a lot  
7 of information that's only interesting to a very small  
8 percentage of the population. What's most important is  
9 that they understand what is redistricting, why is it  
10 important to them, how can they get involved, and how can  
11 they describe their community of interest?

12 So, that information we absolutely are planning to  
13 have in multiple languages and that's what I think we feel  
14 is the most critical for public information.

15 Whether all of our meetings are live, you know,  
16 simulcast in multiple languages, I mean, I think that  
17 would dramatically drive up the cost. People who are  
18 truly qualified simultaneous translators are especially  
19 trained. They have to take breaks every half-hour. I  
20 mean, you get into a very high cost, unless you're using  
21 amateurs.

22 So, that would just be my comment, I just kind of  
23 feel like we need to focus on what the essential things  
24 are to get translated and try to hit the major languages  
25 for that.

1 Any other comments on contracts from the rest of  
2 the Committee?

3 If not, I think we're going to finish early.

4 COMMISSIONER AGUIRRE: Could I have a --

5 COMMITTEE MEMBER DAI: At this point I -- oh, yes,  
6 Commissioner Aguirre, sorry.

7 COMMISSIONER AGUIRRE: Just a question about the  
8 question of lodging. I know some of us go back and forth  
9 of, you know, being able to reserve lodging for ourselves,  
10 and some of us are more facile with what that process is.

11 So, my question was, you know, given that we're  
12 going to be much busier and probably given that we'll be  
13 able to anticipate the data for our business meetings  
14 here, in Sacramento, for the next couple of months --

15 COMMITTEE MEMBER DAI: And elsewhere.

16 COMMISSIONER AGUIRRE: Yes. That we ask our staff  
17 to go ahead and reserve what I think is the most  
18 convenient hotel to this facility, which would be the  
19 Sheraton, to reserve a block of rooms for -- that would  
20 accommodate all of us, and then we don't have to worry  
21 about it.

22 And then if, for some reason, we're not going to  
23 be able to participate, then it's really incumbent on us  
24 to either cancel out or to call our staff to cancel out.

25 And I think that -- you know, I can see our staff

1 kind of getting some questions that, you know, we've been  
2 forwarding to them and it takes time to set it up.

3 COMMITTEE MEMBER DAI: Ms. Sargis, would you like  
4 to comment on this?

5 ADMINISTRATIVE ASSISTANT SARGIS: The good news is  
6 the Sheraton sent me an e-mail this morning, saying that  
7 they're getting a special ID number for all of you. And  
8 if you refer to that ID number, you automatically get the  
9 State rate reserved for you 24/7.

10 So, if it's the weekend and you can't find a  
11 person that can help you, you just give them that ID  
12 number. So, I think they're going to streamline this  
13 process. Looking at the upcoming calendar and how many  
14 days you may be spending in Sacramento, it is going to  
15 behoove the entire process to have that ID number.

16 COMMITTEE MEMBER DAI: Does that address your  
17 question?

18 COMMISSIONER AGUIRRE: Thank you. Yes.

19 COMMITTEE MEMBER DAI: Yeah, I know it was a  
20 little bit rough for this month, but moving forward it  
21 should be much better. And the key thing is you can use  
22 this for the regular 800 reservation number.

23 COMMISSIONER AGUIRRE: Right.

24 COMMITTEE MEMBER DAI: Okay. At this point I'd  
25 like to open it up to members of the public to make any

1 comment on items before this Committee, specifically, the  
2 Finance and Administration Committee.

3 Anyone?

4 Seeing no one approaching the mike, I think we are  
5 ready to adjourn. All right. Thank you very much.

6 COMMITTEE MEMBER YAO: Before you adjourn, this  
7 morning's advisory committee had a practice of repeating  
8 all the things that we're going to tell the major  
9 committee, or the entire committee. Would you like to  
10 follow that practice?

11 COMMITTEE MEMBER DAI: Would you like to volunteer  
12 to give that report?

13 (Laughter)

14 COMMITTEE MEMBER YAO: No, I have not been -- I  
15 have not been keeping notes. I think it's basically  
16 following Chair Webber's guideline as to how we should be  
17 concise about reporting out.

18 COMMITTEE MEMBER DAI: I was going to volunteer  
19 Commissioner Galambos Malloy to give the report in the new  
20 format, at the Commission meeting. But I would be happy  
21 to give her more time to do that.

22 COMMITTEE MEMBER GALAMBOS MALLOY: I would be  
23 happy to play that role. I confess, I helped to craft the  
24 meeting procedures, along with Commissioner Dai, so I will  
25 be happy to do that tomorrow.

1 I would like a chance to review the procedure,  
2 since it's the first time but --

3 COMMITTEE MEMBER YAO: Thank you. I just wanted  
4 to share with you the best practice I picked up from this  
5 morning's session.

6 COMMITTEE MEMBER GALAMBOS MALLOY: Okay.

7 COMMITTEE MEMBER DAI: In that case, we need to  
8 assign who will be giving the report in advance.

9 All right. Thank you very much.

10 (Recess at 2:43 p.m.)

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