

**Citizens Redistricting Commission**  
**January 12 – January 28, 2011**  
**Public Meeting Minutes**  
Secretary of State Auditorium  
1500 11<sup>th</sup> Street  
Sacramento, CA 95814

**January 12, 2011**

**Commissioners:**

*Present:*

Chair: Peter Yao

Vice Chair: Cynthia Dai

Gabino T. Aguirre, Vincent Barabba, Michelle R. Di Giulio, Jodie Filkins Webber, Stanley Forbes, Elaine Kuo, Connie Galambos Malloy, Lilibert "Gil" Ontai, M. Andre Parvenu, Jeanne Raya, Michael Ward

*Absent: Maria Blanco*

*Others Present:*

Chief, Management Services Division, Secretary of State: Dora Mejia

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Cy Rickards, Counsel, Secretary of State at 10:30 a.m.

**Agenda Item 1: Swearing in of last six commissioners.**

New Commissioners sworn in by Dora Mejia are as follows:

Gabino T. Aguirre, Michelle R. Di Giulio, Lilibert "Gil" Ontai, M. Andre Parvenu, Michael Ward

**Agenda Item 2: Discussion and selection of Chair and Vice Chair, and introductory remarks.**

The Commission discussed having a rotating Chair and Vice Chair. Commissioner Raya asked for a show of hands for those interested in the rotating chair and vice chair position. Commissioners expressed an interest in having rotating chairs.

Commissioner Yao made a motion to have a rotating Chair and Vice Chair. Commissioner Dai seconded the motion. The Commission discussed the motion. Public Comment was requested; none was made. A roll call vote was taken and the motion passed unanimously.

Commissioner Filkins Webber made a motion to nominate Commissioner Yao as Chair and Commissioner Dai as Vice Chair. Commissioner Raya seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

**Agenda Item 4: Bagley-Keene training - last six commissioners.**

Five of the six newly sworn-in Commissioners received Bagley - Keene Open Meeting Act 2004 training from Donna Neville, Associate Chief Counsel, Bureau of State Audits. A handout was provided to the Commissioners.

Commission recessed for lunch at 12:30 p.m.

Commission reconvened at 1:20 p.m.

Public Comment was taken on items not on the agenda; four comments were made.

**Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

The Commissioners received training from Raye Zentner, representing the Department of Personnel Administration's Human Resource Modernization Project, also known as HR Mod. The training was provided to assist the Commissioners in selecting the Executive Director position. A handout was provided to the Commissioners.

The commissioners discussed the Hiring Criteria created by staff for the selection of an Executive Director, as well as how to apply the Voters First Act conflict of interest provisions to the hiring of an Executive Director.

Commissioner Filkins Webber made a motion that for the sole purpose of selection of an Executive Director, the Commission apply Government Code Section 8253(a)(5) regarding the conflicts of interest listed in subdivision (a), Paragraph 2, of Section 8252, and that the commission re-visit the applicability of those provisions to the selection of other staff, legal counsel, and consultants at another time. Commissioner Forbes seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed 11-2 with no abstentions.

Commissioner Aguirre made a motion to accept the Hiring Criteria, as submitted by staff. Commissioner Barabba seconded the motion. The Commission discussed the motion. Public Comment was requested; one comment was made. A roll call vote was taken and the motion passed unanimously.

The Commission went into closed session at 3:20 p.m. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1). (Commissioner Galambos Malloy was no longer available.)

The Commission reconvened in open session at 4:49 p.m. The Commission announced that it had selected four candidates to interview for the Executive Director position.

Commission recessed on January 12, 2011 at 4:50 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

**January 13, 2011**

**Commissioners:**

*Present:*

Chair: Peter Yao

Vice Chair: Cynthia Dai

Gabino T. Aguirre, Vincent Barabba, Michelle R. Di Guilio, Jodie Filkins Webber, Stanley Forbes, Lilbert "Gil" Ontai, M. Andre Parvenu, Jeanne Raya, Michael Ward

*Absent: Maria Blanco, Connie Galambos Malloy, Elaine Kuo*

*Others Present:*

Chief, Management Services Division, Secretary of State: Dora Mejia

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Peter Yao, Commission Chair at 9:50 a.m. Public Comment was taken on items not on the agenda; one comment was made.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

**Time Limits for Public Comment**

The Commission held discussion about time limits for public comment. Commissioner Forbes made a motion. The standard time limit for individual comments set at three minutes. The time is subject to extension depending upon the number of individuals who wish to speak. The Executive Director, at the time the meetings are set up, will find a mechanism to solicit groups who would like to speak as a group, and those presentations could be up to as much as 15 minutes, but not more. Commissioner Parvenu seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

**Committees**

The Commission held discussion about forming Committees. The Committees proposed were: Outreach Advisory Committee, Finance and Administration Advisory Committee, Legal Advisory Committee, Technical Advisory Committee and Public Information Advisory Committee.

Commissioner Forbes made the motion to establish these committees. Vice Chair Dai seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

Commissioners volunteered to serve on the five committees. Committees were asked to have one member present a Statement of Work for their committee on Friday, January 14th.

**Media Relations**

The commission discussed having a consistent message for the public. Commissioner Forbes: "I think the motion I would make is that it will be our practice to prepare at the end of our Commission meetings, including multiple day meetings, a statement as to what we have achieved and what we have talked about, and decisions made, so that we all have the same piece of information on which to base any [responses to] media contacts that we have. I do think that, at every opportunity, we need to encourage the public to participate, and that needs to be part of every meeting message." Commissioner Ontai seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

Commissioner Barabba presented the Commission with a work flow chart. The Commission decided to discuss the work flow chart under Agenda Item 8, Discussion and action regarding redistricting matters.

**Per Diem**

The Commission discussed how to account for their per diem time sheet. Commissioner Raya made a motion to adopt as a standard for per diem compensation that each accumulation of six hours spent on Commission business constitute a day, and that each day spent in public session constitute a day. Vice Chair Dai seconded the motion. The Commission discussed the motion. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

The Commission went into recess at 11:26 a.m., announcing that they would go into closed session immediately after lunch. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commissioners had computer-training, lunch and then went into closed session.

The Commission reconvened in open session at 4:15 p.m. The Commission reported back that no

decision regarding personnel had been made.

The Commission discussed the meeting schedule for January, February and March. It was decided that Mondays and Tuesdays were not going to be meeting days. The city of Claremont was discussed as a possible meeting location for February. No formal action was taken and the meeting recessed at 4:56 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

### **January 14, 2011**

#### **Commissioners:**

*Present:*

Chair: Peter Yao

Vice Chair: Cynthia Dai

Gabino T. Aguirre, Vincent Barabba, Michelle R. Di Guilio, Jodie Filkins Webber, Stanley Forbes, Elaine Kuo, Lilbert "Gil" Ontai, M. Andre Parvenu, Jeanne Raya, Michael Ward

*Absent: Maria Blanco, Connie Galambos Malloy*

*Others Present:*

Chief, Management Services Division, Secretary of State: Dora Mejia

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

#### **Proceedings:**

Meeting called to order by Peter Yao, Commission Chair at 9:37 a.m. Public Comment was taken on items not on the agenda; no comment was made.

#### **Agenda Item 9: Schedule, operation and location of future meetings.**

The Commission discussed the meeting schedule for February and March. The Claremont location was discussed. The February meeting was tentatively scheduled for February 9<sup>th</sup> – February 28<sup>th</sup>. No formal action was taken.

The Commission went into closed session at 9:59 a.m. The closed session topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commission reconvened in open session at 2:15 p.m.

Public Comment was taken on items not on the agenda; no comment was made.

#### **Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

#### **Committee Reports**

The Commissioners reported on the five Sub Committee's statements of work.

Commissioner Filkins Webber reported for the Legal Advisory Committee. The following items were agendaized: "Consideration of interview questions for Commission Counsel; review of candidate Counsel Applications in closed session; and general legal considerations for the Commission, including legal compliance with the Voting Rights Act."

Commissioner Ward submitted a mission statement for the Public Information Committee. "The Public Information Committee serves as a conduit between the Communications Director and the

14-member panel of the California Citizens Redistricting Commission, as to completed agenda items, progress benchmarks, and meeting summaries, in an effort to consolidate and harmonize Commission members with a unified voice.”

Chair Yao reported for the Finance and Administrative Advisory Committee. “The committee shall work with the Executive Director in three major tasks: first, prepare a draft budget and present it to the entire Commission for discussion; second, review contracts and make recommendations to the entire Commission for action; and third, monitor and evaluate any Commission expenditures.”

Commissioner DiGuilio reported for the Technical Advisory Committee: “The committee shall consider and identify the technical needs of the Commissioners’ meetings; the technical needs of the Commission’s information outreach, including things like the website; and securing technical consultants and/or staff, and software.”

Commissioner Dai suggested a discussion to identify the guiding principles of the Outreach Advisory Committee. Commissioner Aguirre suggested education and engagement; Commissioner DiGuilio suggested having clear guidelines for the public to respond; and Commissioner Ontai suggested identifying informal and formal venues to receive public input.

No formal action was taken by the Commission.

The Commission recessed at 3:06 p.m.

The Commission reconvened at 3:25 p.m.

#### **Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

##### **Executive Director**

Vice Chair Dai made a motion to nominate Dan Claypool as Executive Director. Commissioner Filkins Webber seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

Vice Chair Dai gave a brief introduction on Executive Director, Dan Claypool.

##### **Resignation of Commissioner Kuo**

Commissioner Elaine Kuo announced to the Commission that she was resigning her position as Commissioner of the Citizens Redistricting Commission.

##### **Meeting Accomplishments**

The Commission discussed the accomplishments and developed a list of speaking points and accomplishments for the commission.

##### **Commission Speaking Points and Accomplishments**

1. Selected an Executive Director - Dan Claypool from the Bureau of State Audits
2. Established a sub committee structure
3. Swore in five Commissioners
4. Accepted Commissioner Kuo's resignation
5. Established a schedule
6. Established Per Diem Guidelines
7. Initiated an outreach process
8. Continuation of Personnel Hiring
9. Received input from public
10. Received training on the HR MOD

11. Five Commissioners received Bagley Keene Training

Commissioner Ward made a motion to recess the meeting. Vice Chair Dai seconded the motion. A voice vote was taken and the motion passed unanimously. The meeting was recessed until Thursday, January 20, 2011 at 9:30 a.m.

Meeting adjourned at 3:53 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

**January 20, 2011**

**Commissioners:**

*Present:*

Chair: Peter Yao

Vice Chair: Cynthia Dai

Gabino T. Aguirre, Vincent Barabba, Maria Blanco, Michelle R. Di Guilio, Stanley Forbes, Connie Galambos Malloy, Lilbert "Gil" Ontai, M. Andre Parvenu, Jeanne Raya, Michael Ward

*Absent: Jodie Filkins Webber*

*Others Present:*

Executive Director, Citizens Redistricting Commission: Dan Claypool

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Peter Yao, Commission Chair at 9:37 a.m.

Dan Claypool thanked the Commission and introduced Maria Blanco.

Commissioner Maria Blanco was sworn in by Dora Mejia.

Commissioner Blanco said a few words and thanked the Commission.

Commissioner Forbes summarized the previous weeks meeting highlights.

Executive Director, Dan Claypool, outlined his plan for the week. He planned to present a staffing schedule, salary schedule and review the applications for Administrative Assistant and Communications Director. He also spoke about the office space located at 12<sup>th</sup> and K Street.

Public Comment was taken on items not on the agenda; no comment was made.

Staff reported that on January 14, the January 12<sup>th</sup> agenda, was revised to allow discussion of the following items at the January 28 meeting:

11: Evaluation of candidates and selection of commissioner, pursuant to Government Code section 8252.5(b), to replace Commissioner Elaine Kuo who resigned effective January 14, 2011.

12: Adoption of Commission staff salary schedules.

13: Approval of Meeting Minutes.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

### **Selecting the Replacement Commissioner**

Vice Chair Dai summarized her notes from the November 30, 2010 meeting for Commissioner Ward. The notes included the selection process the first eight used to select the remaining six Commissioners. Selection factors mentioned included: geography (very broadly); racial and ethnic diversity (having more voices); gender diversity no longer mattered, given the existing members; and economic status. Commissioner Raya mentioned skill sets and Commissioner Galambos Malloy mentioned age.

The first eight Commissioners received some training on how to do a completely public selection process. The six new Commissioners agreed to this training. Cy Rickards, Secretary of State, Legal Counsel will contact each Commissioner individually.

### **Committees**

The Commissioners discussed the Outreach Advisory Committee, regarding the number of members, possible meeting locations and logistics. The Commissioners decided that each of them would select one or two committees to serve on and submit their committee choices to staff. The Committees would have three to six members, with at least one representative from the different parties. Counsel advised the Commissioners that a Committee of three was considered a public body and subject to Bagley - Keene, while committees with only two members were not.

The Commissioners discussed the communication outreach for advisory committee meetings. Commissioner Dai made a motion to strive for live video recording. If the recording is cost prohibitive or logistically difficult then the minimum requirement would be a transcript or audio that may be delayed. Commissioner Ontai seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

The Commission went into recess at 11:09 a.m.

The Commission reconvened at 11:23 am. The Commissioners then went into closed session and to lunch. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commission reconvened in open session at 1:05 p.m. The Commission reported back that no decision regarding personnel had been made.

Executive Director, Dan Claypool, discussed the budget and how to prepare the budget for the Legislature. No formal action was taken.

### **Rotating Chair and Vice Chair**

The Commission discussed the rotating chair and vice chair positions. Vice Chair Dai made the motion to have the commission rotate the chair position at the end of each multi-day meeting. Chair Yao seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

### **Outreach Effort**

The Commission discussed the number of outreach meetings to be held within the state. The Commission informally agreed on 50 meetings. No formal action was taken.

The Commission recessed at 2:25 p.m.

The Commission reconvened at 2:37 p.m.

The Commission continued discussion on outreach and Section 5 counties. These counties require

USDOJ pre-clearance of final maps. The California Attorney General usually handles redistricting pre-clearance. The Outreach Committee discussion was then tabled to be continued at the January 21<sup>st</sup> meeting.

**Agenda Item 9: Schedule, operation and location of future meetings**

The Commission discussed the Claremont meeting site location. Vice Chair Dai made the motion to have the February meeting in the city of Claremont through the courtesy of the Claremont Colleges. The meeting would be scheduled February 9<sup>th</sup> through February 28<sup>th</sup> from 9:30 a.m. 5:00 p.m. Commissioner Aguirre seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

Commissioners Parvenu, Raya and Yao were going to attend the Common Cause conference on Tuesday, January 25<sup>th</sup>.

The names of the seven eligible democratic applicants for the vacancy created by the resignation of Commissioner Kuo were read. (Application/background materials were subsequently posted to the Commission web site.)

The meeting was recessed at 5:04 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

**January 21, 2011**

**Commissioners:**

*Present:*

Chair: Peter Yao

Vice Chair: Cynthia Dai

Gabino T. Aguirre, Vincent Barabba, Maria Blanco, Michelle R. Di Guilio, Stanley Forbes, Connie Galambos Malloy, Lilbert "Gil" Ontai, M. Andre Parvenu, Jeanne Raya, Michael Ward

*Absent: Jodie Filkins Webber*

*Others Present:*

Executive Director, Citizens Redistricting Commission: Dan Claypool

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Peter Yao, Commission Chair at 9:30 a.m.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

**Selection of New Commissioner**

Cy Rickards, Legal Counsel with the Secretary of State, addressed the Commission on choosing a new Commissioner and whether the Dymally-Alatorre Act applies to the Commission.

Commissioner Filkins Webber sent an email to the Commission addressing the Outreach Committee; a second email was read regarding the possible use of the University of California, Riverside for a subsequent Commission meeting.

The Commission discussed ordering business cards and touring the Commission office space in Sacramento.



**Agenda Item 10: Discussion and action regarding future trainings.**

The Commission indentified two categories of training: Subject Matter training such as Voters Right's Act, Map-drawing Software, Statewide Database, etc.; and State Government training, including Sexual Harassment, Public Records Act, etc. No formal action was taken.

The meeting recessed at 10:21 a.m.

The meeting reconvened at 10:32 a.m.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

**Rotating Chair and Vice Chair**

The rotating chair and vice chair schedule was posted. The next chair will be Commissioner Dai and Vice Chair will be Commissioner Ward. This will be noted on the new agenda. No formal action was taken.

**Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

Executive Director, Dan Claypool, discussed his plan to hire staff.

Commissioner Barabba made a motion to hire Mr. Raul Villanueva as the Office Manager and Commissioner Ontai seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

The Commission identified three other critical positions. Dan Claypool was given the direction to hire seven staff members. No formal action was taken on this item.

The Commission discussed Executive Director procurement authority. Commissioner Forbes made the motion for the Executive Director to have procurement authority on contracts up to \$50,000 without prior approval. Purchases over \$50,000 require approval. Commissioner Barabba seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

The meeting was recessed at 11:32 a.m.

The meeting was reconvened at 1:01 p.m.

**Agenda Item 6: Secretary of State support efforts update and decision.**

Dora Mejia, Chief, Management Services Division, Secretary of State updated the Commission on the office space and equipment. She also presented, for approval, three contracts with the California Department of General Services: Accounting Services, HR Services and Business Travel Accounts. Commissioner Aguirre made a motion to approve all three contracts. Commissioner Dai seconded the motion. Commissioner Yao called for discussion; there was none. Public Comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

The Commission discussed putting an outreach meeting on the February agenda. Commissioner DiGuilio made a motion to agendize the initial outreach meeting for the second week in February, the date, place and time to be determined. Commissioner Blanco seconded the motion. Commissioner Yao called for discussion; there was none. Public comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

The Commission discussed the five committees and proposed agenda items for each committee. No formal action was taken.

Outreach Advisory Committee

1. Meeting framework
2. Locations and length of outreach meetings
3. How to take public comment – active listening

Finance and Administration Advisory Committee

1. Budget and budget augmentation
2. Staffing and personnel
3. Information Technology
4. Facilities
5. Management of personnel and equipments contracts

Legal Advisory Committee

1. Identifying and securing legal training
2. Review of legal obligations
3. Pre-Clearance
4. Legal compliance review
5. Litigation

Technical Advisory Committee

1. Recruiting and hiring consultants
2. Preparation for access to initial approximation of 2010 census data
3. Preparation for receipt of the 2010 census data and integration into the redistricting systems
4. Procuring and conducting training for Commissioners in the strategies of redistricting and use of redistricting software
5. Training and information for citizens in using census information and software.

Public Information Advisory Committee

1. Public education plan
2. Media relations training
3. Media plan
4. Communications strategy
5. Web media

**Agenda Item 9: Schedule, operation and location of future meetings.**

The Commission discussed meeting site options. The California Legislature sent a letter to the Commission offering the State Capitol for future meeting sites. Commissioner Ward made a motion that the Commission acknowledges this letter with a response. Commissioner Ontai seconded the motion. Commissioner Yao called for discussion; there was none. Public comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

Commissioner Forbes made a motion that staff considers all meeting site offers. Commissioner Galambos Malloy seconded the motion. Commissioner Yao called for discussion; there was none. Public comment was requested; none was made. A voice vote was taken and the motion passed unanimously.

The meeting was recessed at 4:17 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

**January 26, 2011**

**Commissioners:**

*Present:*

Chair: Cynthia Dai

Vice Chair: Michael Ward

Gabino T. Aguirre, Vincent Barabba, Maria Blanco, Michelle R. Di Guilio, Stanley Forbes, Connie Galambos Malloy, Lilbert "Gil" Ontai, Peter Yao

*Absent: Jodie Filkins Webber, M. Andre Parvenu, Jeanne Raya*

*Others Present:*

Executive Director, Citizens Redistricting Commission: Dan Claypool

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Cynthia Dai, Commission Chair at 9:38 a.m.

Chair Dai asked for public comment on matters not on the agenda; one comment was made.

**Agenda Item 3: Commission Governance, such as limited time for comments, establishing advisory committees, per diem guidelines, and other governance matters.**

**Public Comment on Commissioner Kuo Replacement**

The Commission discussed allowing time for public comment for Commissioner Kuo's replacement. Commissioner Yao made the motion to seek public comment until Friday for Commissioner Kuo's replacement. Commissioner Forbes seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

**Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

Dan Claypool updated the Commission on the hiring status of Chief Counsel, Communications Director and Administrative Assistant. No formal action was taken.

**Agenda Item 10: Discussion and action regarding future trainings.**

Ditas Katague, former Director of the Census 2010 will make a presentation to the Commission on Friday, January 28<sup>th</sup>.

Karin McDonald, from the Statewide Database will make a presentation to the Commission on Friday, January 28<sup>th</sup>.

**Agenda Item 9: Schedule, operation and location of future meetings**

Commissioner Yao informed the Commission about the Claremont site location.

Commissioner Galambos Malloy researched a possible Oakland site.

Commissioner DiGuilio researched a possible Visalia site, but found it not compliant with the CRC criteria. Commissioner DiGuilio will research a possible Fresno site.

The Commission discussed the meeting site for the second meeting in February. Commissioner Yao made a motion to have Sacramento be the site for the second meeting in February. Commissioner Forbes seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

Commission recessed at 10:48 a.m.

Commission reconvened at 11:04 a.m.

The Commission discussed the proposed February 10<sup>th</sup>-13<sup>th</sup> agenda. No formal action was taken.

Commission recessed at 11:25 a.m.

Commission reconvened at 1:06 p.m.

**Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

Dan Claypool reviewed the staffing schedule with the Commission. No formal action was taken.

**Agenda Item 8: Discussion and action regarding redistricting matters.**

The Commissioners discussed establishing a timeline for outreach of public input and map drawing.

The Commissioners discussed Section 5 pre-clearance districts. No formal action was taken.

Commission recessed at 2:42 p.m.

Commission reconvened at 3:01 p.m.

Trudy Schafer from the League of Women Voters made a short presentation to the Commissioners.

The Commissioners discussed the process flow submitted by Commissioner Barabba.

The Commission recessed at 3:27 p.m. The Commissioners went into closed session. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commission reconvened in open session at 4:54 p.m. The Commission reported back that no decision regarding personnel selection had been made.

The meeting was recessed at 4:56 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

**January 27, 2011**

**Commissioners:**

*Present:*

Chair: Cynthia Dai

Vice Chair: Michael Ward

Gabino T. Aguirre, Vincent Barabba, Maria Blanco, Michelle R. Di Guilio, Jodie Filkins Webber, Stanley Forbes, Connie Galambos Malloy, Lilbert "Gil" Ontai, Jeanne Raya, Peter Yao

*Absent: M. Andre Parvenu*

*Others Present:*

Executive Director, Citizens Redistricting Commission: Dan Claypool

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

**Proceedings:**

Meeting called to order by Cynthia Dai, Commission Chair at 9:38 a.m.

Chair Dai asked for public comment on matters not on the agenda; one comment was made.

The Commissioner discussed the Committee assignments. No formal action was taken.

The Commission discussed the selection process for the replacement of Commissioner Kuo. Commissioner Forbes made a motion that each commissioner will cast votes for three commissioners in order of choice for the replacement position. The top three vote getters in the first round will remain in the second round; the top two vote getters in the second round will remain in the third round; the winner of the third round will be the new commissioner. Commissioner Ward seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

The Commission recessed at 10:20 a.m. The Commissioners went into closed session. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commission reconvened in open session at 1:08 p.m. The Commission reported back that no decision regarding personal section had been made.

The Commission discussed the February agenda, the meeting date changed from February 9<sup>th</sup> to February 10<sup>th</sup> with the meeting time being 9:00 a.m. to 6:30 a.m. No formal action was taken.

The Commission recessed at 1:19 p.m. The Commissioners went into closed session. The topic was consideration of personnel matters, evaluation of candidates for Commission staff positions, pursuant to Government Code Section 11126(a)(1).

The Commission reconvened in open session and the meeting was recessed at 7:00 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).

### **January 28, 2011**

#### **Commissioners:**

##### *Present:*

Chair: Cynthia Dai

Vice Chair: Michael Ward

Gabino T. Aguirre, Vincent Barabba, Maria Blanco, Michelle R. Di Guilio, Jodie Filkins Webber, Stanley Forbes, Connie Galambos Malloy, Lilbert "Gil" Ontai, Jeanne Raya, Peter Yao

*Absent: M. Andre Parvenu*

##### *Others Present:*

Executive Director, Citizens Redistricting Commission: Dan Claypool

Office Manager, Citizens Redistricting Commission: Raul Villanueva,

Legal Counsel, Secretary of State: Cy Rickards

Secretary, Bureau of State Audits: Anne Osborne

#### **Proceedings:**

Meeting called to order by Cynthia Dai, Commission Chair at 9:41 a.m.

**11: Evaluation of candidates and selection of commissioner, pursuant to Government Code section 8252.5(b), to replace Commissioner Elaine Kuo who resigned effective January 14, 2011.**

The Commission discussed the replacement for Commissioner Kuo. The Commissioners each nominated three candidates. In the first round of voting the top two vote getters were Lillian Judd with ten votes and Angelo Ancheta with eight votes. In the second round of voting Lillian Judd received seven votes and Angelo Ancheta received five votes. Commissioner Dai then called for a recess.

Commission recessed at 10:36 a.m.

Commission reconvened at 10:51 a.m.

Commissioner Yao made a motion to select Lillian Judd as the replacement Commissioner. Commissioner Filkins Webber seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion failed, 4 - 8 with no abstentions.

Commissioner Yao made a motion to select Angelo Ancheta as the replacement Commissioner. Commissioner Forbes seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed 9 - 3 with no abstentions.

#### **12: Adoption of Commission staff salary schedules.**

The Commission discussed the staff salary schedule. Commissioner Yao made a motion to adopt the salary schedule beginning January 28<sup>th</sup> and ending February 13<sup>th</sup>. Commissioner DiGuilio seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A voice vote was taken and the motion passed unanimously.

Commission recessed at 11:36 a.m.

Commission reconvened at 1:02 p.m.

Chair Dai asked for public comment on matters not on the agenda, one comment was made.

#### **Agenda Item 7: Recruiting and hiring, including training, criteria, interviewing, and choosing staff and consultants.**

##### **Staff Approvals**

Dan Claypool, Executive Director, presented Kirk Miller as Chief Counsel for the CRC. Commissioner Blanco made a motion to select Kirk Miller for Chief Counsel. Commissioner Ontai seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

Dan Claypool, Executive Director, presented Rob Wilcox as Communications Director for the CRC. Commissioner Ontai made a motion to select Rob Wilcox as Communications Director. Commissioner Blanco seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

Dan Claypool, Executive Director, presented Christina Shupe and Janeece Sargis for the Administrative Assistant positions for the CRC. Commissioner Forbes made a motion to select Christina Shupe and Janeece Sargis as Administrative Assistants. Commissioner Barabba seconded the motion. Commissioner Dai called for discussion; there was none. Public Comment was requested; no comment was made. A roll call vote was taken and the motion passed unanimously.

**Presentations**

Karin MacDonald from the Statewide Database made a presentation to the Commission.

Ditas Katague, former Director of Census 2010 made a presentation to the Commission.

Sarah Rubin and Charlotte Chorneau from the Sacramento State Center for Collaborative Policy made a presentation to the Commission.

**13: Approval of Meeting Minutes.**

The minutes from November were deferred to the February meeting.

The meeting was recessed at 5:22 p.m.

Minutes submitted by Secretary, Anne Osborne.

For full transcripts and meeting handouts, please refer to the website [www.wedrawthelines.ca.gov](http://www.wedrawthelines.ca.gov).