

To: Citizens Redistricting Commission
From: Data Management Subcommittee, Commissioners Turner and Ahmad
Date: 4.27.2021

Data Management Subcommittee Recommendation

Data Management Subcommittee met with USDR and HaystaqDNA/Q2 three times and concluded the following:

- Database system management tool recommendation: Airtable

Strengths:

- Can smoothly transfer COI tool output (in columns & rows) to airtable
- Can smoothly transfer information from non-COI sources
- Airtable has capability to hide columns that contain personally identifiable information
- Ability to search on:
 - Key words
 - Predetermined tags (such location [county, city, etc.], criteria [VRA, COI, geographic, etc.]) and ability to add newer tags down the line.
 - Date and/or location of meetings
- Ability to take up to 100,000 unique comments
- Ability to store comments and supporting documents in one place (space limits are being worked out)
- Ability to make restricted views of data publicly available
- User friendly UI (user interface) reduces maintenance costs

Estimated Timeline (once approved & license purchased):

Goal: Have a database management system up and running by our first wave of COI input meetings

- Airtable data management system can be up and running in ~1 weeks time
- Transfer from COI tool to Airtable may take up to ~2 weeks time
- Database management testing and troubleshooting ~3 weeks

Cost:

Pro License: \$20/month/user

- Record limits: 50,000 records/base
- Attachment space: 20GB/base
- CRC staff will determine # of users
- As other fees are brought to our attention, this will be reflected in the budget document. We do not expect fees to be substantial with the Airtable Pro License.

Questions

- Legal: Is sharing the PDF from the COI tool sufficient or must we also share the shapefiles from the COI tool output on our website?

Data Management Subcommittee Recommends:

- Move forward with purchase of Airtable Pro License
- Partner with USDR to build the database management system with line drawer, statewide database, and legal counsel input