Intended as suggestive, not exhaustive!

1. Day 1 (Wed 3/9)
   a. **Intro** – *Overall goal: actionable recommendations for future CRCs and for legislative / regulatory changes*

   b. **Formation / Composition** - *Promotion and recruitment efforts; application & selection process & timeline; criteria used by Applicant Review Panel (ARP) and then by first eight; # of members; terms of service; realistic sense of required commitment*

   c. **Support / Staffing** - *Auditor's Office   support   until CRC "fully functional"; Auditor's pre-circulation of staff recruitments; Form 700 and other compliance help; early implementation of Per Diem and TEC system; early and eventual overall CRC staffing level (esp. cf. 2010); inheriting and reestablishing website and data archives; use of Retired Annuitants, temporary staff, and consultants; ramp up & ramp down; staffing for "out years"*

   d. **Training / Team Building** – *Topics, presenters, timing of training sessions; use of reports and materials from 2010; adapting to pandemic regulations & realities; use of social meals and commissioner games; things we wish we had done*

2. Day 2 (Thurs 3/10)
   [AM - Business mtg]
   a. **Finances** - *Budget allocation, revision cycle, requests & supplemental requests cycles; expenditure monitoring & reporting*

   b. **Admin / Finance** - *Financial, organizational, and personnel policies & reporting; financial controls; contracting; recruitment; procurement; org chart; public comment policy; computers, cell phones & cybersecurity; office space; expenditure monitoring & reporting*

3. Day 3 (Fri 3/11)
   a. **Legal** - *Counsel presence & participation in meetings; counsel work outside of meetings; use of closed sessions; handling PRA requests; selection & use of outside VRA and litigation counsel; existing statutory provisions & regulations; petition filing (for deadline extension); getting sued (*Moreno *suit)*

   b. *_**Agenda Setting/Internal Communications/Subcommittees** - Array and use of subcommittees; subcommittee oversight and reporting; role of staff; role of chair & vice-chair; BK compliance; overall communications flow; use of Google Office*

Meetings – *Frequency; rotating chair & alternating genders; chairing vs. facilitating; videographer role; staff support; Zoom & hybrid meetings; ASL, captioning, & transcription; timekeeping; taking public comment; meeting venues*

c. **Education** - *Materials, modalities, efforts; Redistricting Basics video and live presentations; role of Commissioners in Redistricting Basics presentations; use of our educational events vs. being invited to others' events; school curriculum development*

4. Day 4 (Sat 3/12)
    a. **Comms** – *CRC logo and brand identity; CRC website; use of broadcast and print media; use of social media; use of ethnic minority media; press releases; final press conference; media training; help with interviews and public appearances*

    b. **Outreach** – *Connection to U.S. Census / CA Complete Count effort; connections to local redistricting efforts; connections to out-of-state redistricting efforts; Public Input modalities (mail, email, DrawMyCACommunity/District, paper COI tool); translation and interpretation; Access Centers; outreach to incarcerated individuals; Zone map and outreach by Zones; Public Comment meetings by Zone (number of meetings, time limits and flow, interpretation services, mapping functionality   ); considerations for Public Input by larger Community Based Organizations; considerations for longer presentations; (not) validating public input for identity or provenance*

    c. **Data Management** – *Partnership with Statewide Database; assistance from US Digital Response; use of AirTable; staff role in / level of effort required for receiving, processing, uploading, analyzing inputs; range and nature of public submissions*

    d. **Mapping** – *"Rules" for mapping decisions; development and use of Mapping Playbook; use of initial Visualizations; use of one Draft before Final Maps; use of mappers inside and outside of live sessions; mapping of VRA districts; revision turnaround cycles; use of DrawMyCACommunity/District and QGIS; real-time and timely public accessibility and posting of maps and data; naming conventions for draft districts; final adoption, certification & delivery process*

5. Day 5 (Thurs 3/17)
    a. **Cross Cutting Issues** – *Maintaining independence, transparency, non-partisanship; recordkeeping & archiving; overall timeline and workload; language and disability access; role and place of CRC in the independent redistricting movement; responding to the unknown and unexpected (pandemic, senior staff*

turnover, Census delay and uncertainties, Commissioner absences, litigation risks; thankfully no cyberattacks, IT crashes, disruptive protests, Zoom bombing)

b.   **Sharing Experiences –** ***hearing from 2010 Commissioners, local redistricting efforts, other states' commissions***

6. Day 6 (Fri 3/18)
   [AM - Business mtg]
   a.   **Recommendations –** *Constitutional, legislative, regulatory, procedural, informal*