
REDISTRICTING STEERING COMMITTEE MEETING

MINUTES OF MEETING

October 26, 2010

11:00 a.m.

County Executive Office
4080 Lemon Street, 4th Floor
Conference Room C

Members Present:

Michelle DeArmond

John Field

Robin Hastings

Verne Lauritzen

Jay Orr

Dave Stahovich

Larry Ward

4th District

2nd District

5th District

3rd District

Executive Office (Co-Chair)

1st District

Assessor-Clerk Recorder (Chair)

Staff and Guests Present:

Dean Deines

Barbara Dunmore

Tina Grande

David Huff

George Johnson

Damian Laning

JiHong McDermott

Tom Mullen II

Donna Katchadoorian

Executive Office

Registrar of Voters

Executive Office

County Counsel

TLMA

TLMA

TLMA

TLMA

Executive Office

1. CALL TO ORDER:

The Redistricting Committee Meeting was called to order at 11:09 a.m.

2. ROLL CALL:

The sign in sheet will be used as the official roll call for the committee.

3. APPOINTMENT OF CHAIR:

Larry Ward requested clarification on the names of the current members.

Dean Deines stated that the committee is comprised of the Executive Office, Jay Orr, Larry Ward, Verne Lauritzen, Michelle DeArmond, Robin Hastings, John Field, and Dave Stahovich.

MOTION: Jay Orr moved to appoint Larry Ward to act as Chairman of the Redistricting Committee.

Seconded by: John Field

Motion approved unanimously

MOTION: John Field moved to appoint Jay Orr to act as Co-Chair.

Seconded by: Verne Lauritzen

Motion approved unanimously

4. MONTHLY MEETING SCHEDULE:

Dean Deines explained that this is a Brown Act Committee. The committee will be required to identify a day and time to meet each month on a regular basis.

David Huff pointed out that this committee is within the perimeters of the Brown Act. The regular meeting schedule should include a meeting once a month. The agenda notice that is sent out must be posted 72 hours prior to each meeting. When the committee is required to hold special meetings, the agenda notice would need to be posted 24 hours in advance.

MOTION: John Field moved to approve scheduling the Redistricting Steering Committee Meetings on the second Tuesday of each month at 2 p.m.

Seconded by: Verne Lauritzen

Motion approved unanimously

5. BACKGROUND ON REDISTRICTING:

David Huff provided a brief overview of the role of the committee. The immediate task is spelled out within the Elections Code § 21500. "Each decennial federal census, and using that census as a basis, the board shall adjust the boundaries of any or all of the supervisorial districts of the county so that the districts shall be as nearly equal in population as may be and shall comply with the applicable provisions of Section 1973 of

Title 42 of the United States Code. In establishing the boundaries of the districts the board may give consideration to the following factors: a) topography, b) geography, c) cohesiveness, contiguity, integrity, and compactness of territory; and, d) community of interests of the districts.”

David Huff reported that the boundaries must be adjusted by the board by November 1 of the year following the year in which each decennial federal census is taken. The census was taken in April 2010. The board’s task must be completed by November 1, 2011. If this does not occur, a supervisorial redistricting commission then takes over and would act before the December 31, 2011. The commission is comprised of the District Attorney, the County Assessor as well as the County Superintendent of Schools. There are issues such as equal protection of “one person one vote.” Also, there is the Federal Voting Rights Act, which is in place primarily to protect the rights of minorities. One area, in particular, is the degree of variance which is allowed between one district to the other. The U.S. Supreme Court, with regard to non-congressional redistricting, provides that there cannot be a variance between the districts population that is 10 percent or greater. In the past, the threshold has been to adhere to a lower number of five percent.

David Huff continued stating that the redistricting is ultimately accomplished through an ordinance that is adopted by the board. The ordinance is broken down by five districts and for each of those districts, a legal description would show the exact boundary contours of that district. At least two board sessions are required in order for the ordinance to be adopted. There is a requirement in the Elections Code that states before the public hearing in which the ordinance would be approved there should be at least one other public hearing. At a minimum, there should be two public hearings before the board can officially approve the redistricting plan. Under the Voter’s Rights Law, there is a provision for the citizens to propose their plans to the board for consideration.

George Johnson mentioned that TLMA would provide the technical assistance using their GIS demographics. George introduced JiHong McDermott and Damian Lanning. Their role is to provide the technical work under Tom Mullen’s leadership and guidance.

Tom Mullen provided a Power Point presentation which highlighted the role of TLMA:

- Provide the technical work, draw the maps, prepare the website, produce a timeline, and receive comments from the public.
- Release maps through the authorized process.

Tom Mullen discussed the two primary vendors being considered:

- Caliper is currently integrated with the Registrar of Voter’s software. The configuration of the Caliper software would integrate with the current GIS system. Each license is approximately \$3,500. Caliper is the largest redistricting software that is available in the nation.

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- Citygate/ESRI software would not be ready until December and would cost approximately \$32,500.
 - TLMA also compared full feature online tools which are complex, expensive, and would require additional GIS training in order to use the software.

Dave Stahovich questioned whether this committee had budgetary authority to purchase the software? If this committee has budgetary authority, is this committee required to report budget items on a Form 700?

David Huff reported that this committee is a creation of the Executive Office. It is not a board created authorized committee. This committee does not have its own budget authority.

Dean Deines stated that \$200,000 has been budgeted for software and staff time.

Tom Mullen confirmed that there is money in the budget. When the budget was prepared last year money was set aside. The cost to purchase the software is approximately \$14,000 plus tax.

Tom Mullen continued summarizing the Power Point presentation:

- TLMA would build a website using the current Census website as a template. The content would include using existing boundary maps and would utilize proposed and existing draft maps, which the committee would be able to share with the public.
- Build out a web form which would allow the public to submit written and/or draft maps. This would allow the public to communicate to the committee their suggestions on how the districts should be drawn.
- Information and FAQ's would be posted on the web.
- Follow the Census block boundaries submitted by the U.S. Census.

Tina Grande proposed that the Redistricting Technical Committee consider doing triage work. Tina mentioned that she received a public comment from the Hemet Action Group. The Rose Institute prepared the study, but the Executive Office has not had an opportunity to validate their numbers. The submittal received from the Action Group would go into the public input file and when the criteria has been set it would be reviewed as appropriate. Tina offered to share the cover page which lists their members.

Dean Deines pointed out that the criteria would need to be set for the public to follow. The committee would be able to see their viable comments. TLMA would take the new numbers and incorporate them into existing boundaries as a starting point.

Tom Mullen suggested the committee consider the following items for future discussion:

- Who would release the authorization of the maps?
- Set up a process of keeping track of the maps.
- TLMA's recommendation is to have the committee Chair potentially authorize the release of all maps.
- Decide how the committee would interact and take comments from the public.
- Possibility of a GIS staff person to meet with the public on an appointment basis.

Current items to be completed are as follows:

- From now until the end of the year provide the committee with a demo of the software.
- Build out the website for the committee's consideration prior to publication.
- Census data would not be available until late March. Once it has been received, produce a map to show the actual data.
- Update pre-selected scenarios based upon the projections.
- Once the data has been approved by the committee, the information would be published at the direction of the committee.
- Input racial and ethnic group data into the system in late March 2011.

Tom Mullen announced that he would like to utilize the Riverside County 2010 projections that were approved by the Board of Supervisors in August. The projections were developed based on the Department of Finance estimates. Tom presented the committee with a map of the existing boundaries in 2000 and in 2010. The committee should think about possible changes to the boundaries in order to balance the districts appropriately.

Jay Orr suggested that TLMA provide the committee with a demo of the new software.

Verne Lauritzen stated, for the record, does anyone own any stock in Caliper?

No committee member stated that they own stock in Caliper.

Chairman Larry Ward suggested the committee agree to meet on November 9 for a 30 minute software demonstration. The committee agreed unanimously to meet on November 9 at 2 p.m.

6. PRESENTATION AND APPROVAL OF THE EXECUTIVE OFFICE'S REDISTRICTING WORK PLAN:

Dean Deines reviewed and informed the committee the order of the Redistricting work plan. This item went to the Board of Supervisors in September as an information item. The work plan maps out the steps this committee must complete. The Executive Office is responsible for organizing the Redistricting Committee. In September, the Board of Supervisors appointed Supervisor Ashley as the liaison between this committee and the board.

Dean Deines stated that Supervisor Ashley requested weekly updates on the agenda. There will be a budget update at the beginning of each board meeting, which would include a redistricting update to the board members. Bill Luna would provide the brief update. This would keep the public and the board updated on the progress of this committee. Status reports would be presented to the board with the cooperation of this committee. The committee should consider how to educate the public and the possibility of workshops, and/or provide a website to assist in interacting with the public. Supervisor Ashley also requested that this task be completed by August. In July/August, the maps should be presented to the Board of Supervisors for their final approval. A public hearing and a second public hearing would be necessary in order to approve the maps.

Tina Grande recommended that the committee approve work plan. The work plan will change as the committee continues through the process. Those changes would be provided to the committee at each meeting.

MOTION: John Field moved to approve the work plan as submitted.

Seconded by: Robin Hastings

Motion approved unanimously

7. OTHER BUSINESS:

No other business was discussed.

8. NEXT MEETING:

The next regularly scheduled Restricting Committee Meeting is set for Tuesday, November 9 at 2 p.m., in the County Executive Office, 4th Floor, Conference Room C.

9. PUBLIC COMMENT:

No members of the public presented comments.

With no further comments, Chairman Larry Ward adjourned the meeting at 12:14 p.m.